



Study Board for
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**Minutes from Media Technology Study Board Meeting 2024.2
Wednesday, March 6, 2024**

Present members:

Claus B. Madsen, VIP AAL (CBM)
David Meredith, VIP AAL (DM)
Jesper Rindom Jensen, VIP AAL (JRJ)
Ali Adjorli, VIP CPH (AA)
Carlos Diaz, VIP CPH (CD)
Georgios Triantafyllidis, VIP CPH (GT)
Mads Nyborg Jespersen, MED4 AAL (MNJ)
Lukas Gade Ravnsborg, MED8 CPH (LGR)
Julius Ebenau Winther, MED8 CPH (JEW)
Joan Toribio Aquarales, SSD8 CPH (JTA)

Secretaries:

Anne-Marie Rasmussen (AMR)

Present observers:

Markus Löchtefeld (ML), observer, Head of Studies
Sofie Julsgaard Nielsen (SJN), observer, study counselor CPH

Absent:

Jeanette Karina Ærengren (JKÆ), observer, study counselor AAL
Martin Tran Pham (MTP), observer, study counselor AAL
Vanilla Riis Mortensen, MED4 AAL (VRM)
Nicolai Reinhold Schøler MED4 AAL (NRS)

Agenda		Enclosure
1.	Approval of agenda and minutes from last meeting	2024-2-1
2.	Information from the Chairman	
3.	Information from the Vice Chairman <ul style="list-style-type: none"> Teacher of the year 2023/2024 	2024-2-2
4.	Status on the action plan from meeting no. 2024.1	2024-2-3
5.	Study plan revision <ul style="list-style-type: none"> Artificial Intelligence Engineering, B.Eng Medialogy BSc. Medialogy MSc. Sound and Music Computing, MSc. Service System Design MSc. Lighting Design MSc. 	
6.	Self-evaluation action plan <ul style="list-style-type: none"> Artificial Intelligence Engineering, B.Eng Medialogy BSc. Medialogy MSc. Sound and Music Computing, MSc. Service System Design MSc. Lighting Design MSc. 	
7.	Master intake numbers 2024 approximately	2024-2-4
8.	Any other business	
9.	Dispensations <ul style="list-style-type: none"> Information from the study board secretariat 1 case (info via mail) 	



1. Approval of agenda and minutes from the last meeting

Approval of agenda: Item 9 on the agenda is a closed point for full members only. Agenda approved.

Approval of minutes from the previous meeting: Minutes approved.

2. Information from the Chairman

CBM informed about the "kandidatreform". We will not know if any of our studies are selected for trimming 1.25-year studies until summer. If any of our studies are selected for that we will have to make new study plans for that programme. These will take effect from the 2025 intake, so already next year.

3. Information from the Vice Chairman

Teacher of the year 2023/2024

LKG informed about the process and that the nomination posters will be announced after Easter. Both on Moodle but also physically in the group areas in both AAL and CPH. Deadline for nomination is April 18th. LKG encourages all student members of the Study Board to participate in the nomination and spread the word to fellow students, so we can have a good number of nominations. The election of the Teacher of the Year 2023/2024 will be announced at our May Study Board meeting.

This is an important task, as the nominated teacher will be awarded with DKK 25.000,00 from the department and will also be part of the election to become Teacher of the Year not only in our department, but for the entire Aalborg University. The student members of the Study Board will also find a winner among the students that has filed a nomination. The person will be awarded with DKK 500,00 to a bookstore.

CBM added that it would not be "comme il faut" for him, or any other VIP, to actively help promote the process. It could be seen as interfering with the nomination process.

4. Status on the action plan from meeting no. 2024.1

Welcome to Study Board of Media Technology

AMR will be adding important documents needed at the top in the Study Board Moodle.

06.03.24: CBM showed the documents on Moodle. **To be removed from the action plan.**

Study Board state of the union

The secretariat will try to arrange one or two physical Study Board meetings within the next year.

06.03.24: CBM informed that we are looking into finding dates where 1-2 meetings can be held physically.

To be removed from the action plan

Sceme of delegation (info and approval)

The secretariat will change the topic regarding project groups to "Larger, than what is allowed in each semester".



06.03.24: CBM informed that in fact the Study Board cannot make dispensations to group sizes, except for the M.Sc. thesis semester. All other semesters, according to the department group size policy, have fixed member caps.

To be removed from the action plan

Discussion on Generative AI

CBM will secure to address all students with the possibility to follow a Micro credential course regarding Generative AI.

08.11.23: Not handled yet.

13.12.23: Not handled yet.

17.01.24: Not handled yet.

07.02.24: Not handled yet.

06.03.24: Not handled yet. **Remains in the action plan.**

Awareness of "GitHub co-pilot":

CBM will make awareness of "GitHub co-pilot" for the students in programming classes.

17.01.24: Not handled yet. We had a debate about whether it is the students or the programming course lecturers that should be informed. CBM will contact the teachers for a start.

07.02.24: CBM is in doubt how to handle this topic.

We had a debate about how to address this to the students. The best solution would be to send information to the course teachers and the coordinators and ask them to inform the students during the lectures. It is important that the students know how to program before they use the co-pilot. It cannot replace studying programming skills. However, it can speed up the process when a student is aware of this supplement. Students in AI are working with the co-pilot in one of their courses. CBM: will write a mail to the colleagues about this.

06.03.24: Not handled yet. It is not straight forward to figure out who to include as recipients for this mail. **Remains in the action plan.**

Study Board economy and strategic funds 2024

CBM will investigate how much funding money we have left, prepare a list and place it in the top of Moodle.

06.03.24: The Study Board has approx. 50.000 DKK left to spend for 2024. All were encouraged to promote the option of applying for funding with the Study Board.

To be removed from the action plan.

5. Study plan revision

- **Artificial Intelligence Engineering, B.Eng**
- **Medialogy BSc. and Medialogy, MSc. AAL**
- **Medialogy BSc. and Medialogy, MSc. CPH**
- **Sound and Music Computing, MSc.**
- **Service System Design, MSc.**
- **Lighting Design, MSc.**

Nothing.



6. Self-evaluation action plan

- **Artificial Intelligence Engineering, B.Eng**
- **Medialogy BSc. and Medialogy, MSc. AAL**
- **Medialogy BSc. and Medialogy, MSc. CPH**
- **Sound and Music Computing, MSc. CPH**
- **Service System Design, MSc.**
- **Lighting Design, MSc.**

Since the last Study Board meeting, we have had a fine meeting with the Vice Dean for education in our faculty.

We ran through all our programs and had some good debates about the key performance indicators in the action plans. At a future Study Board meeting we will go through the remaining actions in detail.

7. Master intake numbers, approximately

We are now past March 1st, and the deadline for applying a Master's program this year. Attached to this topic you will find the first figures for our programs. You can see the 1st and 2nd priority and you can compare the figures with the ones from last year. Finally, you can find the dimensioning figures. The numbers are from this perspective generally very fine. It is the final intake for Sound and Music Computing, so it is of course nice if they can have a good final intake this year.

It was discussed that some of the numbers look a bit off. For example, the admissions office had informed LiD responsables of numbers that were somewhat higher than what the enclosure seems to indicate.

8. Any other business

Nothing.

9. Dispensations

- **Information from the study board secretariat**

None.

- **Cases (closed point)**

One case was handled. The details of the enclosed documents were discussed. It was decided that the aspect of plagiarism was not relevant to the case. It was also decided that there were no special circumstances that could warrant a 5th attempt. Additionally, it was decided that the principle of proportionality did not feel applicable, as the reasoning for why 4 previous attempts (not handing in the required assignment) failed, nor was there any substantial arguments for why a 5th attempt would likely be successful. In conclusion, the application was denied, and a 5th attempt will not be granted.

While discussing the details of the particular case it was decided to organize a lecture or 2 for students on proper academic practice, e.g., citing, etc. DM and CD volunteered to design and implement this.

Action: DM and CD start planning a couple of lectures on proper citation etc.



Actions:

Discussion on Generative AI

CBM will secure to address all students with the possibility to follow a Micro credential course regarding Generative AI.

08.11.23: Not handled yet.

13.12.23: Not handled yet.

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06.03.24: Not handled yet. It is not straight forward to figure out who to include as recipients for this mail.

Dispensations

DM and CD start planning a couple of lectures on proper citation etc.

Topics/actions to the next meeting agenda:

- Study plan revision and self-evaluation
- Dispensations (last topic in the agenda)
- Annual report: Computer Science censor corps - the report is still not available (17-01-2023)