Meeting SAT Computer Science 1 March 2019

Minutes Approved

Present:

- Dan Witzner Hansen (HoP SWU)
- Marco Carbone (HoP CS/SDT)
- Søren Debois (HoP SEN)
- Emma Arfelt Kock (Student rep., CS)
- Anders Stendevad (Student rep., DS)
- Paolo Tell (Faculty rep.)
- Jesper Bengtson (Faculty rep.)
- Mette Holm Smith (Prog Coor DS/SD)
- Allette Bjørn Bundgaard (Prog Coor SWU/CS/SDT)
- Ieva Jasaityte (Guest – SDT DE)

Absent:

- Sara Gjerløv (Academic supervisor)
- Liselotte Lagerstedt (Prog Coor SEN)
- Laura Caroline Cholvat (Student rep., SWU)
- Natalie Elaine Schluter (HoP DS)
- Theodor Christian Kier (Student rep., SWU)
- Philippe Bonnet (Faculty rep.)

Minutes:

1) Approval of agenda: Agenda approved.

2) Approval of minutes: Minutes from 1 February 2019 approved.

3) Information:
Emma: Quite a lot of students failed all three courses on third semester SWU. It seems that courses have become harder maybe especially Introduction to Database Design.
Dan looks into this. SAT follows up on next meeting.

4) Update from study programs: /Students.

<u>DS: Anders:</u>
   a) Study Lab – TAs at Study Lab for DS doesn´t show up for the opening hours and students cannot get help with Statistic.
   b) First year project: Students are confused about what is the practical frame for the course.
   c) Algorithms and Data Structures: DS-students are encouraged to use the SWU-study lab for Algorithms and Data Structure. However, DS Students still have trouble with the course as DS use Python and SWU Java.
   d) TA qualifications: It has been difficult to find qualified TAs for statistics and TAs tend to present the solutions to the exercises, rather than showing students methods of how to solve them.
   e) Some students´ prerequisites in Mathematics are not sufficient to take the statistic course.

SAT discussed the issues:
With regard to a) SAT wonder, why the TAs do not show up for the opening hours?
This should be discussed with the DS Head of programs.

b), d) and e) This should be discussed with the DS Head of Program.

c) The two courses are co-taught it seems ok that DS students use the SWU-workshop. However, the issue with Java/Python are problematic and should be discussed with the DS Head of program.

Anders set up a meeting.

<u>SDT: Ieva:</u>
Thesis Preparation:
Some students miss a supervisor for the Thesis Prep. Marco encouraged students on Thesis Preparation to contact him, if teachers do not reply to their E-mails. None has done so. A list with supervisors and areas is available to students. However, many students will do Machine Learning and there are not enough faculty to cover this.
Dan´s experience is that students do not reflects properly on what they want to do with Machine Learning.

SAT agreed that communication between students, teachers are problematic, and supervisors are not aware of deadlines for students. Teachers always ought to answer their E-mail. On the other hand, students should always have a plan B for their Master/Thesis preparation topic.
Søren will approach this on a faculty meeting.

5) Hearing of application for use of non-standard examination form on the SWU 1 semester course, Project work and Communication:
Dan presents the course and examination form for the course

Comment from SAT: SWU used the course with this exam for several years. SAT recommend that the course continue like this.

6) Course Evaluation Autumn 2018: Moved to next meeting.

7) Quality assurance of course descriptions:
SAT discussed the proposal and decided on another model:
Student members ask fellow students to report structural problems on the courses. SAT then discusses those courses and look into the course descriptions.

8) Focus point for quality assurance of course descriptions for spring courses ´19:
SAT Student members ask fellow students to report structural problems on the courses. On the basis on the incoming comments, SAT discuss the course descriptions on next meeting.

9) AOB:
<u>A) Duration of meetings:</u>
Søren want to discuss if the length of the SAT CS meetings should be cut to 1 hour. SAT discussed the question and decided not to go on with this.

<u>B) Faculty representatives for study programs need to participate in SAT meetings:</u>
SAT finds it important that faculty representatives for all programs participate in the SAT meeting on a regular basis. The meetings are the forum for students to discuss issues of importance and give input about the programs.

No DS representative has been attending the SAT meetings for a year and SAT is very concerned about this. The secretary to the board forward this concern to the head of computer science department.

C) It is upsetting when students stay away from the re-exam:
ITU spends a lot of resource on hiring external examiners and plan re-exams for students with no intensions of taking the exam.
Jesper presents a proposal: It is still mandatory to register for the re-exam but in the first place, students sign up for the re-exam themselves. Students with no intension of taking the exam do not sign up.
ITU do not plan exams for students, which do not sign up, but they will still use an exam attempt.

D) Some students did not re-submit their project for the re-exam:
They did not want to make any changes to it and they thought they could use the first submission for the re-exam submission. The students could not take the re-exam.
Jesper presents a proposal: When students do not re-submit, the first submission counts for the re-exam also.

E) Information about rules and procedures - also the very special and rarely used ones:
It is not clear to faculty, who in SAP can give exact information about rules and procedures.

F) Documents on SAT CS Owncloud folder:
From now on all documents for SAT are available in PDF.