Board of Studies (BoS) – 1 November 2019

Agenda

1. **Approval of agenda**

2. **Approval of minutes from meeting 9 October 2019**

3. **Election of new chairperson for Board of Studies**
   Executive Management has decided that Head of Studies is not a member of Board of Studies. It takes effect from 1 October 2019. BoS must elect a chairperson among faculty.
   At the meeting 9 October, not enough members were present to elect a new chair. All members who were present wish to ask Stine Gotved to continue chairing BoS (Stine continues to be a member of BoS throughout 2020).

4. **X-forms: Approve/reject applications for summer exams 2020**
   Appendix 1-3.
   Head of Study Programme Natalie Schluter participates.

5. **FYI: Guidelines mandatory activities 2019**
   Stine Gotved has finalized the guidelines considering all comments.
   Appendix 4.

6. **Project sizes and examination syllabus**
   The item was on the agenda 9 October 2019. SAT was tasked with forwarding the study programmes' specific and concrete needs. BoS must make a decision today as the deadline for updated guidelines are 1 December 2019.
   Appendix 5 *(oploaded 29 october)*
   Karina G. Christensen participates.

7. **Role Descriptions for BoS and HoSt**
   With the separation of Board of Studies and Head of Studies, the Programme Coordinators ask for written role descriptions in order to know who to approach with different issues, questions, concerns etc.
   Dorthe suggests HoSt and BoS ask Executive Management to make role descriptions.

8. **Goals and learning outcomes for projects and final projects**
   See agenda, appendices and minutes from BoS meeting 9 October 2019.
   BoS is to decide if the word 'problem' should be replaced with 'research problem' and 'solution' with 'resolution'.

9. **Approval of project group**
   Six students on MSc Games are writing a 15 ECTS project together (supervised by Miguel Angel Sicart). Groups with more than four students must be approved by BoS.

10. **Consultation on draft Quality Policy 2020**
    ITU's Quality Policy is updated once a year. BoS is consulted on the draft.
    Appendix 6-7.

11. **Overview of mandatory activities used at ITU**

   At the meeting 9 October, BoS decided to discuss mandatory activities further (what are they, the extent to which they are used, how, when and why are they used etc. across study programmes and departments). We start by getting an overview of mandatory activities used at ITU in spring and autumn semester 2019.
   Appendix 8.

12. **Any other business**

   Dorthe: Policy for use of evaluation data