

Board of Studies (BoS) – 26 August 2020

Present: Stine Gotved (faculty, chair), Jörn Christiansson (faculty, SAT DD), Paolo Burelli (faculty, SAT Games), Baki Cakici (faculty, SAT Bus), Søren Debois (faculty, SAT CS), Theodor Christian Kier (student, SAT CS), Jonathan Jung Johansen (student, SAT Games), Eva Hauch Fenger (student, SAT DD), Dorthe Stadsgaard (secretary, SAP)

Absent: Sophia Aumüller Wagner (student), Mikala Sofie Skoglund Thomsen (student, SAT Business)/Norkka Mirella Medina Nino de Guzmán (student, SAT Business)
Annelise Agertoft (assigned guest, LS)
Head of Studies (as ITU currently has no Head of Studies)

Assigned guests: Lene Rehder (SAP)

Guests: Karina Garnier Christensen, Head of Studies Support (item 3 and 4)

Minutes

1. Approval of agenda

The agenda was approved

2. Approval of minutes from meeting 3 June 2020

The minutes were approved

3. Policy for use of results from course and supervision evaluations – addition

The project group asks for the following addition to the policy to meet the GDPR requirements (the right to be informed):

“Names of teachers and supervisors are connected to evaluations. Data is stored according to ITU’s privacy policy”.

Dorthe: Executive Management approved the addition earlier this week.

Decision: *BoS approve the addition.*

4. FYI: Graduate dialogue, detailed concept, and process

The Evaluation Portfolio project group (the Quality Coordinator and Karina G.C. from Head of Studies Support) have finalized the description of the detailed concept and process for ITU’s dialogue with graduates. BoS approved the overall concept in September 2018. Executive Management approved the details and process July 2020. The revised graduate dialogue activities are implemented during autumn 2020 and Spring 2021.

Appendix 1 (approved detailed concept) and 2 (PQD, interviews and process)

The evaluation portfolio group presented the new concept. The concept was changed because of low response rates on the graduate survey and a wish for data covering all graduates and not just those who participate in the graduate survey

The new system: MSc: Statistics + Uddannelseszoom + interviews, all biennially

BSc: Statistics biennially + interviews in connection with the Programme Review

Master: Interviews biennially

A report with statistics and Uddannelseszoom results (for MSc) will be made biennially, followed by interviews with selected graduates. The combined data are used by management in the Quality Assurance system.

Baki: It sounds good, I am happy to get away from low response rates. There might be an overlap with the BIT graduate reference groups. HoSP (Heads of Study Programme) from BIT must be aware of this when choosing participants for interviews.

Paolo: How are HoSP to find participants for interviews?

Karina: We imagine they will use LinkedIn and the Alumni Group.

Paolo: It could still be an issue finding graduates.

Karina: Remember, that qualitative interviews do not require representativity.

Eva: Who will use the results? There seems to be some blind spots in the concept, interview guide etc. – we assume a lot about the students/graduates, e.g. that they all come from gymnasium, or that they all come directly from a BSc.

Karina: This would be a concern for the HoSP when choosing participants for interviews.

Dorthe: HoSP should chose graduates that are relevant for the topics they wish to discuss – the topics that are most pressing on the study programme. Depending on the topics, different groups of graduates will be relevant, e.g. women, those with a gap between BSc and MSc, those with a particular specialisation etc.

Jörn: Can HoSP chose students before they graduate and ask to follow them for the next years?

Karina: Yes, that would be ok.

Eva: Does ITU keep our private email address? Could it be captured in our profile for this purpose?

Lene: It is a possibility, but it would be a student/graduate responsibility to keep it updated. We can always reach people through e-boks.

Paolo: It will be a difficulty tracking down graduates from abroad.

Baki: Alumni network – we do not have that any longer due to GDPR. From a programme perspective it is a problem that we do not have such a network. Our study programmes need it to further the quality of the programmes. We should push for networks to be made.

Lene: As far as I know we did not close the networks, but students must sign up when they graduate. We ask them to do so, but not everybody does.

Eva: As a student my question before signing up for the alumni network would be “What’s in it for me?!”

*No **decision** as the item was FYI.*

5. Report from SAP on delayed grades V2018 – S2020

Lene: In January 2020 BoS asked for an overview covering more semesters. Due to corona it was pushed. Here is the overview for the past two years.

Eva: It is difficult to read the overview. I suppose you must compare winter to winter and summer to summer. I would like to have seen percentages or such; I cannot see if it gets worse or better.

Søren: The numbers should all be zero. CS seems to have the biggest problem. We are trying to impose deadlines etc. and we are working together with SAP to solve the problem.

Baki: I will take back to BIT SAT that there are no differences between winter and summer and I will look into where the problem lies.

Theodor: This seems to be the polished version. We experience e.g. groups getting their grade on different dates. What actions will be taken?

Søren: We discussed it at a CS department meeting. The mail about having to return the grades to SAP does not include a deadline. This will be changed. If that does not help, we will look at it again.

Lene: As HoSP, you can get course-specific information from SAP. If you need to investigate, we can tell you the stated reasons behind the delays.

Paolo: I think BoS should receive an overview twice a year. This overview shows that it is not a new problem, so we should keep on top of it.

Decision: *BoS wants an overview of delayed grades every semester until the issue is solved.*

6. Health of the educations at ITU and COVID19

Baki: I have come across a paper saying that BoS is to work with the health of the study programmes. I find it relevant to look at this post-COVID19-lockdown.

Jonathan: On Games we have a lot of group projects and exams and they often fall within the same week, which is stressful. And we spent a lot of time on Zoom. Does that fall in this health-of-educations-topic?

Paolo: I think that belongs in SAT (Jonathans issue).

Paolo: Me and my colleagues have a feeling of vacuum. The return to ITU does not feel talked through. I do not feel at risk, but I miss thorough communication about how to handle the return to the premises. Neither teachers nor students feel entirely safe. And I do not feel properly informed on how safety has been secured.

Stine: Do you lack information on less people in the rooms etc.?

Paolo: It is the general message I am after – that we care about staff and students.

Eva: I agree in the sense that when we left for the Summer we were told to keep an eye on our email, as we would get information in August. But nothing came. I also find information on ITU Student scarce. An information vacuum. Small things, practicalities; which staircase is up and which is down, how long before class can I enter a classroom etc. And ITU has not talked about the app “Smittestop” – why not?!

Paolo: What does ITU consider as symptoms that should make you stay at home? This is unclear. We comply by all rules and do a great job, but still...

Stine: We are a HoSt short to take care of some of this.

Baki: I do not see a support structure for people who are shaken by the spring situation. We seem to be doing business as usual, but I do not think it is business as usual.

Lene: There is a lot of information on ITU Student, including in the FAQ section, the stairs and lifts are clearly marked, classrooms have been equipped with disinfection tools, chairs have been removed etc. If you lack information on something and cannot find it on ITU Student/the intranet, please get in touch with me. We cannot guess at all needs. Everybody can also write to SAP.

No decision. BoS members have raised their concerns.

7. AOB

Head of Studies email address:

Lene: We have made a HoSt email address: headofstudies@itu.dk and the HoSt support is still available.