

Board of Studies (BoS) – 22 September 2021, 11:30-12:45

Present: Martin Pichlmair (faculty, SAT Games), Patrick Bahr (faculty, SAT CS), Signe Louise Yndigegn (faculty, SAT DD), Baki Cakici (faculty, SAT Buss)

Annamaya Halskov-Jensen (student, SAT Games), Thomas Flodgaard Kaufmanas (student, SAT DD), Mads Christiansen (student, SAT Business), Theodor Christian Kier (student, SAT CS),

Pernille Rydén (assigned guest, Dean of Education), Dorthe Stadsgaard (secretary, SAP)

Absent: Stine Gotved (chair, directly elected faculty), Alexander Lytton (student, SAT Business), Lene Rehder (assigned guest, SAP),

Minutes

1. Approval of agenda

The agenda was approved.

2. Approval of minutes from meeting 6 September 2021

Theodor: Concerning the item on delayed grades; I pointed out that the SAP registers all grades on a course as being on time if at least one student gets the grade on time. SAP has confirmed this practice to me earlier. Hence, I do not agree with SAP Exams answer.

(Ea Feldfos from SAP responded 4 October): Theodor must have been misinformed, my apologies on behalf of SAP. The statistics BoS receive do not mix partly delayed exam records with delayed exam records. If one or more exam records are delayed while others are handed in on time, the entire course is registered a course where grades were delayed. Students may get their grades on different dates (e.g., on big courses with several examiners), but the date registered for the course is the last day a grade is announced)

Pernille: FYI concerning delayed grades: We have discussed it in Education Group. We agreed that we need more detailed data to tailor our efforts to handle the issue. As this can be sensitive, we will deal with it in confidence.

Baki: Concerning the item on a diversity/inclusion officer, I am unsure if input to the job advertisement is expected from BoS members?

Pernille: Me and the DoE Support are drafting a job advertisement. I am also in process with asking for resources for the position from Executive Management. BoS will receive a draft job advertisement for comments asap.

3. Requirements for progression - status

Thomas: A brief follow up since last BoS meeting: We are waiting for SAP to report on how we may be able to make changes to the requirements.

Theodor: The Student Council (38 members at present, 6 board members and 32 other members) have tried to get information from students about their stand on the requirements for progression,

particularly the requirement of registering for 30 ECTS per semester. We have also met with Georg (university director) and Jens Christian (pro-rector). They gave us some insights, e.g., concerning financial consequences of student delays. We will make a survey among students next week. Until the requirements have been changed, Student Council have decided to pay for doctor's notes for students (up to a limit so we do not deprive our funds completely).

Thomas: Talking to students and doing a survey is a great step towards getting data on the consequences of the requirements for progression.

Baki: Good initiative. If faculty can help pitch the survey to students, please let us know how.

Theodor: I can send some information your way.

Mads: It is important to get data on who needs to study less than 30 ECTS per semester – many students may not have the need.

Thomas: Should we wait for the document and information from SAP before discussing the requirements in SAT and BoS? We can encourage SAT to open the discussion.

Decision: Dorthe will ask SAP to deliver the information to BoS (see minutes from BoS meeting 6 September) as soon as possible. Meanwhile, SAT can open the discussions.

4. Results from and follow-up on Course and Supervision Evaluations Spring semester and Summer University 2020

No proposals for changes needing BoS' approval have been forwarded from SAT or other stakeholders. BoS did not have suggestions for specific changes to study programmes or courses following the course evaluation results.

BoS discussed the low response rate in spring 2021 on course evaluations and possible ways to improve them. The evaluation methods were also discussed. There was a general agreement in BoS (and the Dean), that student evaluations of activities are important and that ITU must continue to work on how to conduct them to get the best possible participation and data.

The Dean wants to work towards a closer connection between input (students) and output (faculty and management using input).

Theodor informed that the Student Council have asked all classes/semesters to chose a representative to Student Council. Part of the task of being class/semester representative is to work for better response rates.

Dorthe informed that the only legal requirement concerning evaluations is that results of evaluations of teaching must be publicly available (on the webpage) apart from named teachers. Methods, frequency etc. is not regulated.

BoS will follow course evaluations closely.

5. Information: Overview of Credit Transfers Spring 2021

Dorthe: SAT have discussed the overview of credit transfer decisions in Spring 2021. They had no comments.

6. Information: Institutional Accreditation of ITU 2021-2022

Dorthe: As quality coordinator I run the process together with Lise Lawaetz Winkler from the DoE Support. On 27 September, we hand in our system description and self-evaluation.

The Accreditation Panel is in place. Members are:

- Staffan Björk, Professor at the department of Computer Science and Engineering at Chalmers and Gothenburg University, Sweden.
- (Chair) Yolande Berbers, Professor at the Department of Computer Science, Faculty of Engineering Science, Katholieke Universiteit (KU) Leuven, Belgium.
- Lars Lundberg, Professor at the Faculty of Computing at Blekinge Institute of Technology, Sweden.
- Juoko Lampinen, Professor of Computational Engineering at Aalto University, Finland.
- Nina Maj Fjordvald, Vice President, Marketing and Communication at EG since 2019.
- Tobias Munch, MSc student in Business Administration and Information Systems: Digitalisation at Copenhagen Business School (CBS).

First site-visit is 23-24 November 2021. Meetings with management and students from SAT and BoS. Lise will get in touch with (some of) you about participation.

After the site visit, the Accreditation Institution and accreditation panel decide Audit Trails, which are focus areas where they want to explore details in our quality assurance system and how it works in practice.

Second site-visit is in March 2022.

7. AOB

Theodor: The Student Council is still finding its feet and we are organizing ourselves, but please get in touch if you want our assistance, input etc.

Pernille. Student Council is invited to DoE meetings regularly.