

SATBUSS Minutes, September 1st 2022

Attending: Irina Papazu, Oliver Krancher (leading the meeting), Anna Elizabeth Thomsen, Anne Jensen (secretary), Anders Puggaard Lyngesen, Khurram Murtaza Khan, Liselotte Lagerstedt

- **Approval of agenda**
 - Approved
- **Course evaluations, Spring 2022 (for ILM and Summer courses) and Supervision Evaluations (see reports in SATBUSS folder)**
 - Discuss survey report (contains average scores by course, study programme, department and ITU)
 - Propose changes or initiatives as needed
 - Discuss proposals from heads of study programme and dean of education
 - Recommend decisions to Board of Studies as needed

ILM evaluations cannot be taken into consideration at this meeting since we have no representatives present for this item – we will move any comments to next meeting on September 27.

Supervision evaluations: No concerns or comments from DIM. GBI scores lower than the other study programmes, but still above the threshold. Oliver have looked at the results and will revise how the bachelor project workshops are presenting the work behind the bachelor project. A suggestion: could we make a set of guidelines for supervising – a sort of handout to help improve the process?

Summer University course evaluations:

Great response from the DIM course, Organisational Change, but there is a wish from the teachers to have more students attend both lectures and exercise sessions. The GBI course, Business and Start up Foundations, had the highest response rate and a good score. Oliver will talk to the teachers and act on the comments where room for improvements have presented itself.

SATBUSS has comments or recommended decisions to present to the Board of Studies.

- **Credit transfer overview, February 2022-August 2022**
 - Any comments from SATBUSS?
 - SATBUSS briefly discussed the availability of previously approved courses for exchange of which some of them are available on ITU Student.
- **News from the programmes**
 - **GBI**
 - Study Start went well. GBI is back to pre-covid intake, so we now welcome around 60 students.
 - We are in the process of creating a structure for the GBI StudyLab. Together with the former TAs and the new TAs, Oliver and Anne are trying

to align and improve the studylab. The goal is to create more awareness of the studylab and hopefully get more students to make use of it.

The Studylab TAs will present the studylab on one course on the first and second year to let the students know what it is and how to make use of it.

Suggestion: Let the TAs in each course know about StudyLab to have more people advertising it. Oliver and Anne will take this suggestion to the StudyLab TAs.

The new course, Process Improvement and Automation, is underway. This course is replacing the IT & Business Process Modelling course on the fourth semester. Oliver and the course manager are working on the course description at the moment.

The GBI Revision Project is still a work in progress and going well. The aim is to launch the revised study programme for the admissions in 2024.

- **DIM**
 - Irina is on the lookout for students for reference groups to get input on how the study programme is going.
- **ILM**
 - Higher admittance for the new ILM programme this year.
- **AOB**
 - Question: Are students not guaranteed a seat on courses for their individual specialization? SATBUSS discussed the seat allocation rules for the different type of courses, but more information is needed in the specific case brought to SATBUSS. The DIM student representative will ask the student to contact Anna to find out what has happened.
Link to how the seats are allocated: <https://itustudent.itu.dk/-/media/ITU-Student/Study-Administration/Registration/Register-for-courses-and-projects/Principles-for-the-allocation-of-course-seats-pdf.pdf>