

# Board of Studies (BoS) – 1 meeting 2022

3 February 2022

## Agenda

### 1. Approval of agenda

### 2. Introduction by the 2021-chair Stine Gotved

Welcome to new members and a new year in BoS.

### 3. Election of chair and vice-chair

One of the faculty members serve as chair, one of the student members serve a vice-chair of BoS. Faculty members chose the chair, student members chose the vice-chair.

### 4. Election of a faculty and a student for the Exemption Committee

The Exemption Committee is a sub-committee to BoS that handles applications for exemptions from rules like 'three exam attempts'. The committee meets every three weeks. There are three members: The chair and vice-chair of BoS and a representative from SAP.

In December 2021, BoS discussed making it a rule that the student member of the committee is BoS directly elected student representative (a decision was not made).

### 5. Approval of minutes from meeting 15 December 2021

Find the minutes in BoS' team in Teams (under the tab '2021, Agenda+appendices' in the folder 'Draft minutes').

### 6. Results from and follow-up on Course and Supervision Evaluations Autumn 2021

As part of the follow-up on course and supervision evaluations, BoS is to discuss the evaluation results based on the reports with scores from supervision evaluations and the course evaluation survey.

BoS can decide changes within the Board's mandate and make suggestions for changes or actions (on courses or study programmes) to Education Group and/or Executive Management.

Course and supervision evaluations play a vital role when assessing and developing the quality of our courses and in reaching our goal of making ITU a thriving teaching and learning environment. However, the response rates at ITU are currently critically low. Decreasing response rates should be an area of joint concern to students, teachers, and management. Dean of Education therefore invites Board of Studies to engage in collaborative efforts/action to improve response rates at ITU.

Appendix 1: CourseEval Rep\_ 2021-2

Appendix 2: Supervision eval Rep\_2021-2

Appendix 3: Call to Action – Improving low response rates for Course and Supervision Evaluation

### 7. Results from Study Environment Assessment survey 2021 and intro to process

BoS is responsible for the Study Environment Assessment Action Plan. The Dean of Education Support offers administrative support.

ITU uses data from The Danish Student Survey/Danmarks Studieundersøgelse (carried out by the Ministry) as our Study Environment Assessment data. Following the Ministry's data collection in Autumn 2021, ITU has received the survey results. The results are used to qualify the Study environment Assessment Action Plan 2021-2024.

All stakeholders discuss and give input to changes or additions (as needed) to the Action Plan 2021-2024. Stakeholders involved are: BoS, SAT, Dean of Education, Education Group, Heads of Department, Facilities Management, IT Department, Study Guidance and Student Council.

At this meeting, the Dean of Education Support introduces the latest survey results and the process for using them to adjust the existing action plan.

At the BoS meeting in March, when all stakeholders have given their input, BoS discuss if and which adjustments to make to the Action Plan 2021-2024.

Appendix 4: BoS\_StuEnvAss action plan process 2022

Appendix 5: StuEnvAss Action Plan 2021-2024\_Updated Nov21

Appendix 6: Results from the Danish Student Survey 2021\_Overall trends and issues

Appendix 7: The Danish Student Survey 2021\_Final 20220126

Appendix 8: The Danish Student Survey 2021 - Open Answers

Guest: Lise Lawaetz Winkler, Dean of Education Support

## 8. Introduction to BEWISE – strategy for a thriving learning environment (and feedback from BoS)

In 2021, six strategic drivers (BEWISE) were formulated – based on students' input – to fulfill strategic goal 3.1 (An attractive and inclusive working environment) in the ITU strategy 2022-2025. BEWISE provides:

- a) a shared tool for faculty, management, staff, and students identifying how each of us contribute to a thriving learning environment
- b) framing our individual and collective reflections in communications, decision-making, and actions
- c) guidance in identifying what is appropriate and expected, how to prioritize in our daily work and to legitimize decisions.

Please **watch** the Introduction to BEWISE **before** the BoS meeting:

[https://media.itu.dk/media/BEWISEA+Strategy+for+a+thriving+learning+environment/0\\_awkdeo36](https://media.itu.dk/media/BEWISEA+Strategy+for+a+thriving+learning+environment/0_awkdeo36)

Student Council and the Dean of Education asks for BoS' feedback on the video's format and content:

- ✓ Sticky – can I remember it?
- ✓ Meaningful – do I care about it?
- ✓ Aligned with ITU culture and strategy – does it reflect what I am expected to do?

## 9. AOB (Any Other Business)