Meeting SAT Computer Science 5 September 2022

Agenda:

1. **Approval of agenda:**

2. **Minutes from meeting 22 June 2022:**
   No comments received within the 10 working days period. Minutes approved.

3. **Information:**

4. **Update from study programmes:** / Students.

5. **Supervision evaluations from Spring semester 2022:** Appendix 5A.
   Introduction:
   *Please go to **Teaching Guide** to explore your **tasks** and **deadlines** in the follow-up process.*

   - *Supervision evaluations: https://intranet.itu.dk/Quality-in-Education/Supervision-evaluation/Followup (follow-up has been postponed due to technical issues with the evaluations in June, thus you must add 13 weeks to the weeks stated in the process description)*

   If you need more detailed information on the evaluation of a specific course, please ask the relevant Head of Study Programme.

6. **Evaluation of Summer courses (SUN) from summer 2022:** Appendix 6A.
   Introduction:
   *Please go to **Teaching Guide** to explore your **tasks** and **deadlines** in the follow-up process. Follow-up on SUN courses differ slightly from follow-up on semester courses as they are fewer and their set-up is different:*

   - *SUN evaluations: https://intranet.itu.dk/Teaching-Guide/Summer-University/Evaluation*

   If you need more detailed information on the evaluation of a specific course, please ask the relevant Head of Study Programme.

7. **Quality assurance of credit transfer Feb – Aug 2022:** Appendix 7A.
   Introduction:
   If SAT has any comments (something that differs from "normal", decisions that do not seem "right" etc.), those should be sent to Board of Studies.
   Deadline 20 September.

8. **Meeting dates in Autumn 2022:**
   Comments from last meeting: No weekday suits everybody. Monday and Friday afternoons seem to be best – or a mix between them. SAT agreed that the first meeting should be Monday 14-15.30 in the beginning of September, and that we will settle on a solution by then

9. **AOB:**