

# Board of Studies (BoS) – 8 meeting 2022

29 September 2022

Present: **Hanna Wirman** (faculty, SAT Games), **Dan Witzner Hansen** (faculty, SAT CS), **Signe Louise Yndigeegn** (faculty, SAT DD)

**Nynne G. Kristiansen** (student, SAT CS), **Peter Bech Astrup** (student, SAT Games), **Magnus Borum Nordraak Green** (student, SAT DD), **Khurram Murtaza Kahn** (student, SAT Business), **Theodor Christian Kier** (directly elected student)

**Ea Feldfos** (assigned guest, SAP), **Pernille Rydén** (assigned guest, Dean of Education), **Dorthe Stadsgaard** (secretary, SAP), **Anne Jensen** (temp-secretary, SAP)

Absent: **Stine Gotved** (directly elected faculty), **Irina Papazu** (faculty, SAT Business)

## 1. Approval of agenda

*Approved*

## 2. Information: Credit Transfers Spring 2022

*Each SAT has discussed the overview of credit transfer decisions in Spring 2022. Neither SAT had comments.*

## 3. Information: Delayed grades

*Ea presents the subject to the Board of Studies and numbers are much better from Spring 2022 than previously, mainly because the Spring semester has a bigger gap before next semester. The Autumn semester is worse because the exams and re-exams interfere with the beginning of the Spring semester.*

*Pernille: It has been discussed at EG-HoD as well.*

*Dan: The early start of the semester is an added pressure. We (at Computer Science) try to look into what can be done to make things more efficient.*

*Ea: 557 course registrations have late grades in the last semester – around five courses.*

*It is still an issue and all parts involved are still working on improving the issue.*

## 4. Discussion: Results from and follow-up on Course Evaluations SUN 2022 and ILM spring 2022 + Supervision Evaluations Spring 2022

*Pernille: We discussed it in the Education Group. The results are positive. Every result is within the green area, which is good. Students are very happy about Summer University – increase in numbers and courses.*

*Dorthe: The response rate for supervision evaluations reached 26% this time, which is an increase – although not high enough. It was intentional to postpone the evaluation results for supervision evaluation to try and reach a higher number of responses.*

*In addition to this: It is hard to figure out what is happening on “the other side” of the evaluations, i.e. are the students receiving the emails and when do they fill it out?*

*Signe: The supervision evaluation was discussed in SAT for Digital Design. The students are not sure what to expect from supervision and as such do not know how to fill out the evaluation.*

*Nynne: It also depends on which supervisor you get. For example, some [supervisors] have meetings every week and some only have a few meeting during the semester.*

*Pernille: Is there not a supervisor agreement?*

*Dorthe: There is, but due to technical issues it is not mandatory at the moment (Ea will elaborate on this in AOB)*

*BoS discussed different suggestions for what should be in the supervision agreement. All agreed there is a huge diversity in how to supervise and what expectations the students have.*

#### **5. Discussion/information: Should it be possible to exchange/withdraw an uploaded project before deadline?**

*Put on the agenda by Thomas, but will be presented by Magnus, who is the new student representative from Digital Design.*

*The issue is that students cannot edit or change the submission when they have submitted a final submission. This becomes an issue when you submit well before submission deadline and suddenly remember something you forgot or want to edit, but also if you have submitted in the wrong folder.*

*Nynne: Can you not just use the draft version for submitting the exam paper and wait to finalize it?*

*Magnus: Yes, but it would be better to have the possibility of overwriting a final upload. If you submit well before deadline but discover you have forgotten something.*

*Hanna: It is surprising that it is not possible to edit an upload. It is possible in all other universities which I know of.*

*Theodor: I have experienced getting allowed to edit a submission due to a wrong upload, but others have been denied this opportunity.*

*Ea presents why the ITU have this process with draft and final submission :*

*The reason for implementing the final submission can be found in the history of submitting exams at ITU. The examiners and external examiners requested to have a finalized version of a submission, which resulted in the current system. Earlier on the students were able to submit several drafts and no one knew what “final draft” version was the right one for assessing the exam.*

*To clarify the extent of this issue Ea presents some numbers: During Autumn 2021 and Spring 2022 there was a total of 23 exemption requests regarding the issue of not being able to edit final submissions.*

*There are also some technical issues. If you upload several drafts the plagiarism system will register the final submission as self-plagiarism.*

*Dan: It should be possible to have the system not turning on itself and making earlier drafts the reason for self-plagiarism.*

*Nynne: A lot of students are confused about how the system works and an introduction to LearnIT would hopefully improve errors being made.*

*Ea: There is an introduction to LearnIT.*

*Ea: Does the BoS wish to push this forward as a project?*

*BoS would rather have SAP working on the registration requirement project. Maybe this can be taken into consideration in Spring 2023.*

## **6. Discussion: Academic quarter and breaks**

*Theodor: Having only five-minute breaks in between two-hour lectures is a problem in big classes.*

*Dan: In short, it is a problem and I don't see the benefits of the academic quarter.*

*Pernille: Were there not any problems before?*

*Dan: Not these kind of problems, but probably other problems.*

*Nynne: It is not possible to get to the toilet within five minutes, when you are in classes with 300 students.*

*Dan: Before [the academic quarter] the teacher would be able to be a bit more flexible with the time.*

*Theodor: Some teachers are very kind and give the students a ten-minute break, but this results in ending the lectures on time or a bit past the scheduled time. And the academic quarter does not work well with meetings or workshops, real world time.*

*Signe: The critical statements being presented now is from the ones who were also opposed to the academic quarter before it was implemented. We are very pleased with the academic quarter at the Digital Design department.*

*Hanna: Would be okay, considering this is the first semester it has been implemented, to wait and see how it works out?*

*Several people nod their heads to Hanna's suggestion to wait and see if it just takes some time to get used to.*

*Magnus: On DDIT it works very well. We are fewer people, which of course makes it easier. We have several breaks during the two-hour lectures, but get through the content of the lectures even though there is less time for it. The teachers make the lectures fit with the given timeframe.*

*Dan: It is definitely possible to shorten the classes, but it just takes time to explain technical content, so it is not possible within the given timeframe at ITU of two hour time slots. Earlier on it was possible to have three-hour lectures, which was awesome for SWU. Then we had time to explain the technical content properly.*

*Khurram: When we started the discussion [on the academic quarter], we also talked about technical issues which were eating up the time in the beginning of the lectures. It took a lot of time setting up the computers and projectors and such.*

*Signe: I support Khurram's statement about the benefits of the academic quarter in regard to the technical issues. But I agree with Dan about the lack of flexibility with the two-hour time slots we have.*

*BoS wishes to return to this subject at a later BoS meeting.*

*Dorthe: Just as an FYI. My colleagues in SAP responsible for making the schedules have not just the lack of room capacity as a problem, but also the teachers' availability. For example, a lot of teachers only want to teach between 10.00 and 14.00.*

## **7. Information: New member and new vice-chair**

*Thomas has been replaced by Magnus. Welcome to Magnus.*

*This also means that we need a new vice-chair.*

*Nynne: What does it entail being vice-chair?*

*Dorthe: The secretary sends the agenda to the chair and vice-chair for approval before sending it out officially.*

*Nynne and Theodor offers to be vice-chair. Nynne accepts giving the task to Theodor. Theodor is the new vice-chair of BoS.*

## **8. AOB (Any Other Business)**

### **a. Institutional Accreditation (Dorthe):**

*ITU's Institutional Accreditation 2022 was decided Tuesday. We have been granted a positive institutional accreditation. It is valid for 6 years (until September 2028).*

*Pernille: I just want to highlight that the accreditation committee really enjoyed the interviews and welcoming atmosphere at ITU.*

*The report will be available on the accreditation institutions webpage.*

### **b. BoS' secretary Autumn 2022:**

*Temp-secretaries until a replacement for Dorthe is found. The Study Programme Coordinators take turns. Write to Lene Rehder about items for the agenda.*

- c. *Ea: **The project base** is feeling it's years and there are a lot of technical issues – a few weeks ago the problems increased, and the system and data cannot be relied on anymore. We cannot use the system anymore, but luckily it is the autumn semester where we have fewest projects. SAP is working on putting the data back together this semester. We have had meetings with the Qlik team and analysis team to figure out where some of the problems lie. For students and supervisors this means, that from next week (hopefully) they will log on to LearnIT and see a small, simplified version of what was in the project base and the project agreements. The features and activities are well-known since we are making use of the existing tools in LearnIT.*

*From next semester we hope to have three different templates for projects, theses and Master projects. All is expected to move to LearnIT in the future.*

*Nynne: It is a very good idea to skip one (of many) systems.*

*Hanna: What do we tell the students?*

*Ea: Reach out to the exam coordinators for more information.*

- d. *Hanna: We have an issue at GAMES with **group exams for re-exam**. When one group member does not take the ordinary exam and therefore have to submit individually for re-exam it is no longer possible within the definition of a group exam. This has caused issues and some students have not been able to submit their re-exam.*

*Ea: It is not just an issue at GAMES and SAP is considering making this issue into a project to fix it.*

*Dan: It is a difficult problem, because most often all group members have contributed to the submission, but it is necessary to make it visible who was responsible for what.*

*Ea: This is only a problem for submission exams without an oral part. There are a lot of perspectives to this issues and not just the example where one group member is not able to go to the ordinary exam. Could we maybe have a discussion in detail about this later this autumn?*

*BoS agrees to this.*