

Board of Studies – 5 February 2020

- Present:** Stine Gotved (faculty, chair), Baki Cakici (faculty, SAT Bus), Jörn Christiansson (faculty, SAT DD), Paolo Burelli (faculty, SAT Games), Theodor Christian Kier (student, SAT CS), Jonathan Jung Johansen (student, SAT Games), Dorthe Stadsgaard (secretary, SAP)
- Absent:** Sophia Aumüller Wagner (student), Marco Carbone (faculty, SAT CS), Annelise Agertoft (LS)
- Guests:** Lene Rehder (SAP), Aske Kammer (HoSt)

Minutes

1. Approval of agenda

The agenda was approved.

2. Introduction by the chair – Stine Gotved

Welcome to new members and a new year in BoS.

Stine passed around an overview of ITU's organization to visualize the context of BoS (Dorthe will add it to the meeting's appendices). She and the members presented themselves and their role in BoS.

Baki: SAT BIT met last week, the students were asked to find out between them who will be member of BoS.

Dorthe: No students ran for election for SAT DD this year. This means, SAT DD has no student representative in BoS either. About six students show up for SAT meetings and have been allowed to participate in discussions. Since they are not elected they cannot be members of BoS.

*Stine: We **recommend** to the students who participate in SAT DD meetings that they hold some kind of election among students belonging to DD to be officially elected to SAT DD. Then they can find out if they want to take turns attending BoS meetings.*

*Dorthe sends an **email to SAT DD's secretary** with the recommendation.*

3. Election of vice-chair

One of the student members serve a vice-chair of BoS.

*Jonathan was **elected** vice-chair.*

4. Approval of minutes from meeting 18 December 2019

Draft minutes: owncloud/Study Board (2)/2019/Minutes/BoS 20191218 – minutes – v2.

The minutes were approved.

5. Proposal to change appendix to curricula on exam forms

SAP asks BoS to approve a minor (formal) change to the appendix on exam forms.

Appendix 1

Approved.

6. Election of student for the Exemption Committee

A sub-committee to BoS that handles applications for exemptions from rules like 'three exam attempts'. The committee meet every three weeks for about an hour. In 2019, the committee handled 50 cases between March to December. There are three members; a faculty and a student

from BoS and a representative from SAP. Current members are Stine Gotved (chair) and Tove Pedersen (SAP).

*Stine introduced the committee's work and mentioned that it is possible to have a substitute. Jonathan was **elected** to the Exemption Committee.*

7. Policy for use of data from course evaluations

Executive Management have discussed BoS' draft policy. Head of Studies Aske Kammer reports back to BoS.

Appendix 2

Baki gave an introduction to the background for drawing up the policy. The evaluation project group provided a first draft, Baki headed a BoS redraft which was sent to Executive Management in January 2020.

Aske: Executive Management wants to weed out the normative contents. The policy is now a description of what we do with data, a more traditional policy.

Baki: As I see it, two things have been removed by Executive Management. One is that it is not possible to reduce evaluations to numbers. The other is something which I find important to write down somewhere in an official document, namely that using scores to determine quality in teaching was overall rejected by faculty.

Paolo: The policy must be able to protect the individual teacher from evaluation results being misused – the context and all other factors must play a part as well when results are used to make changes.

Stine: Can a policy include a background section on how the policy came about and what the main issues were?

Aske: I guess so. Perhaps it could be put in a clearly separated box. It seems Executive Management wants a policy that describes what we do while faculty members in BoS wants a more normative policy.

Stine: We could do another round, where we include a separate box with background. BoS agreed.

Decision: *BoS accept the text as it is now. But we will try to have something added that reflect the normative points from faculty.*

Baki and Stine are in charge of making a redraft for Executive Management. Their redraft will be discussed in BoS in March before it goes to Executive Management.

8. FYI: Education Portfolio Report 2019

The report was signed 8 January 2020 by Head of Studies Aske Kammer. The report includes an action plan for the Education Group for 2020.

Appendix 3

Aske: The report is an important document outlining what goes on at ITU and the action points we prioritize. The Action Plan is the most important part.

Jonathan: Could you elaborate on the action point concerning a wider use of blended learning?

Aske: ITU's didactic approach is active learning. Blended learning is one way to further this. A pilot is underway on six courses.

Theodor: What is meant by a 'Political focus on students' wellbeing'?

Aske: Completion and wellbeing are two different objectives. ITU focus on both, but there is a particular focus from the government on wellbeing.

9. FYI: ToR for Employers' Panels approved by Executive Management

With minor changes, Executive Management approved Terms of Reference for Employers' Panels on 13 January 2020.

Appendix 4

No comments.

10. B-DDIT wants to change part of a course title

Head of BDDIT Jörn Christiansson and Course Manager Luca Rossi ask BoS to approve a change to a course title from 'Digital Media Analysis' to 'Digital Data Analysis'. SAT Digital Design has approved.

Appendix 5

Approved.

11. Re-location to DR Byen

Baki Cakici has requested the item.

Aske and Lene R are part of the reference group for the second floor (teaching rooms etc.). They make recommendations but do not decide. They have recommended that the big room and a couple of the smaller rooms be used for teaching. There will also be some group rooms. The final decisions on how to use the rooms on the second floor have not been made yet.

Lene: The Heads of Department are also part of the reference group. The process is moving fast.

Aske and I have sent an email to all student representatives in SAT to ask for input.

Baki: I am glad to hear students are included in the process. What about access to the building and different floors?

Lene R: All ITU card-holders can access the second floor. We expect to have 24-hour access to the second floor. The upper floors will be accessible to staff members.

Baki: The scheduling process – will it cater for students having to move between buildings? I just want to be sure someone is aware of such issues.

Lene R: We will definitely take it into consideration. We aim to keep courses in one or the other building and lectures followed by exercises in the same building.

Lene R: Please send all your input – of all kinds – to me or Aske.

12. AOB

Theodor: An item for next meeting: Grading – more than 50 % of grades for written exams are delayed.

Lene R: I will provide data for the March meeting. I can already inform you that it is not SAP who cause the delay.