BoS meeting 24. sept. 2019 - minutes

Present: Stine Gotved, Marco Carbone, Jörn Messeter, Baki Cekici, Paolo Burelli, Sophia Aumüller Wagner, Theodor Christian Kier, Mark Hyslop Graham, Stilyan Petrov, Nanna Sidelmann.

Absent: Kristina Mituzaite, Emilie Hvashøj Pedersen,

Guests: Martin Zachariasen, Dorthe Stadsgaard, Christopher Gad

Agenda

1. Approval of the agenda

The agenda was approved

2. Approval of the Minutes

The Minutes were approved

3. The content of Course Evaluations and the role of the Study board in relation to these

In June 2019 the Study board approved a proposal for at new course and project evaluation portfolio at ITU. The proposal was later discussed, adjusted and approved by the executive management.

Please see the description of the process in att.1 (info given to the Study board on 15 August).

The Study board has asked to meet up with the executive management to discuss the content of the course evaluations and the role of the Study board in relation to this.

For relevant rules regarding the competence of the Study board, please see The Articles of Association of the ITU section 15 (att. 2) and the Act on Universities, art. 18 (Att 3 and 4).

Stine: This item is both concerning the mandate of the Study board and the process around the course evaluation.

Martin Z: I have the decision-making competence, I am overall responsible for the course evaluation. If something goes wrong the press will call me. I see this as my responsibility to act, if I find it important. Historically, we have always asked questions regarding the teachers. Both to ensure quality and to develop competencies.

Sophia: How is it used to develop competencies?

Martin Z: I can´t say exactly. There will be a dialogue, if necessary.

Stine; If the teacher's score is lower than 4, s/he will be contacted by LS.

Paolo: Can´t this be fulfilled with other means? There is so much information elsewhere. And richer.

Martin Z: But here we have a free text box. It all complement each other.

Christopher: There are many problems with a free text box. You can´t tell, if a comment is representative. Is it an unpopular course? The students get to express frustrations of all sorts. It leads to stress and worries. For numbers, all who use them must know how to do it in a proper way.

Martin Z: A policy might help that along.

Mike: I want to give feedback on the process. The students have not had a desire to evaluate teachers. There has been a lack in communication.

Martin Z: The mandate from the Executive Management was always, that the teachers should be evaluated. The question focus on their teaching, not the persons as such.

Christopher: My concern is about the number. Also in relation to recruitment. Teaches with basic courses will easier get high scores.

Martin Z: We should write down a policy for how to use the numbers Maybe they should be able to reflect on the numbers – and this could be sent back to the Study board.

Baki: You believe that we can educate people to use them. We don´t. Misuse don't have any consequences. Can we do something about that?

Sophia: We should carry this discussion further. And do an evaluation. From the students perspective; We don't see the nuances when reading the numbers.

Martin Z: I would like your input to a policy. And a hearing process.

Christopher: Numbers must only be a small part of the picture. It must be visible how the numbers are used.

The Study board and Martin agreed on an evaluation in winter 20/21. An evaluation on the entire portfolio on evaluations, and with special regard to the questions about teachers.

4. Education Portfolio report

The Study board is to give a statement based on the Education Portfolio Report.

The important part to read is the summary in the report (pages 3-14). See att. 6.

Stine: Are there any comments to the report?

The Study board agreed, that the report reflects what has been discussed in the organization. There were no further comments.

5. Proposal to align dates for project approval

The IT University currently operates with two different deadlines for approval of a project agreement. Approved project agreements also mark the formal start-up for projects.

1. MSc theses project must approved by weeks 5/35 (= semester start)
2. BSc projects + independent projects must be approved by weeks 7/37

The different deadlines exist because of an earlier decision to have an early deadline for project approvals for theses to ensure that students begin writing their thesis as soon as possible.

This is a proposal to align dates for project approval.

Please see att. 7.

Anna: For several semesters we have had different deadlines for project approval. Approval of Msc and Bsc/independent projects. It is a bit of a mystery why and it leave us with som challenges in relation to communications ects. It has no consequences, if you fail to get your approval within the deadline, you are still able to write the project. So the suggestion is to have only one deadline.

Marco: On our two MSC programmes we have a special deadline for "Research project". Will this cause us problems?

Anna: This can be described at ITU Student. There will be no problem.

Mike: Will this not create confusion, when the shopping period has run out?

Anna: We may address this problem when communicating to students.

Marco: Could we move the thesis deadline to week 37 instead?

Christopher: At DIM we wish for a deadline as early as possible.

Paolo: We could move it, but I am not sure this will change, what the students do.

Decision:

*The Study board decided on a common deadline **Friday in week 5/35.***

6. The use of mandatory activities at ITU – decision

Based on the discussions in the Study board in Spring and on 27 August 2019 new guidelines for mandatory activities are to be discussed and agreed upon.

Please see att. 8.

The Study board once again discussed the wording regarding peer grading and peer feedback. The Study board agreed, that Stine should make the final version and that the document is considered approved.

Update: the document was mailed out later the same day and only got one comment: 'this is perfect'.

7. A new library concept

Stine: This is a hearing process where the study board are asked to give input. With this suggestion, we will get digital access to more e-resources, but the physical library at ITU will cease to exist.

Paolo: There has been a hearing among Head of Programmes; no one really objected.

Students: Maybe the board games can be moved to Analog? We will not miss the physical library, apart from the 'semesterhylde'. How to ensure easy access to semester literature in the future?

Christopher: Yes, the system regarding semester books has been working, it should continue to do so.

Baki: We should use this event to inform students on library access to and how the resources can be used.

8. Any other business

Stine: There will be no head of studies in October. What will happen is unclear.