1. Approval of the agenda

Approved

2. Approval of minutes (Item 1)

Approved

3. Study Programme Reports GBI, DIM and ILM (by mail) +

4. Evaluations (Other projects and Final Projects) (by mail) (Item 4)

Discussion and input

GBI

International students

Follow-up on the integration of international students (action point): in autumn 2015 the Study and Career Guidance helped recruit Danish ITU students for mentoring incoming international GBI students. The mentors were very committed, but the mentees failed to show.

The Study and Career Guidance advises that GBI should clarify first which kind of integration is sought before determining whether to make new attempts with mentors. Social integration does not appear to be achievable through mentoring. Perhaps mentoring is more suitable for helping international students learn group work and other aspects of studying in a Danish context.

One proposal is to offer new international GBI students to meet with Steffen and tutors to hear what kind support they would want and inform about Gateway.

Steffen has made guidelines for applicants for quota 2 in order to help both international and Danish applicants make relevant letters of motivation

Quality Data in the report

Course evaluation is stable, evaluation of the entire programme is less good but based on only 4 respondents. Evaluation of projects shows that the current process for finding supervisors makes it difficult for some students to find one. The actual supervision gets high scores.
Numbers on research base for courses and the use of part time lecturers are incorrect.

**DIM**

**Action Points and Follow-up**

All of last year has been focused on revising DIM. Now that DIM will have a shared first semester for all students, more effort will be put in to group formation in the first semester. The courses in the first semester will not use groups in a similar way, so Navigating Complexity will serve as point of departure.

Establishing a good process for allocation of supervisors in DIM and Business IT will be prioritised this autumn.

To ensure dialogue with students, DIM will establish a reference group among the 1st semester students this autumn. The students will meet with Christopher.

DIM does not really have a problem with drop-out ratios, but will look into reasons for drop-out as this is a focus for ITU.

**Quality Data in the report**

Key numbers are stable, average score in course evaluations are bit below the target (but stably so): DIM expects this to change with the revised programme structure.

The completion rate is below the target of 70 %, possibly reflecting a high drop-out rate for the intake in 2015. It is difficult to see what action to take.

**ILM**

**Action points**

ILM presents 14 action points, among which are

- A redesign of ILM, which has a very short horizon (September 2018). The aim is to ensure a balance in applicants and that the programme can cater to a diverse group of students.
- Focus on and efforts to attract and keep researchers who can contribute to the area covered by ILM.
- Making knowledge of English will become a requirement for admissions.

ILM is mapping target groups for the programme. The programme experiences a challenge when it comes to offering enough electives to its students. This is due to the other professional master’s programmes being phased out. Introduction days for new students, where alumni participate, have turned out to be relevant for students about to write their final project.

**Quality data in the report**

Very few finish their final project. Evaluation scores are low for final projects but so is the response rate – one very dissatisfied student affects the score very much.
5. Terms of Reference for the internal evaluation of GBI (Item 2)

- information and discussion by Steffen

The project group for the internal review consists of Dorthe Stadsgaard, Minna Isomursu and Anna Elizabeth Thomsen.

Comments from SATBUSS on Terms of Reference (ToRs): what is the main focus? It is difficult to gain an overview because of the many questions for each area covered by the ToRs. It seems reasonable if the project group selects from the questions to narrow the scope of the review a bit.

6. Progression and prerequisites – item from the Study Board (item 3)

Neither GBI nor DIM have specific courses that students must pass before progressing to new semesters. ILM recommends that students pass certain courses before progressing but will not insist when students have good reasons to take courses in another order.

7. Proposal to the Study Board on timing of SAT meetings and Study Board meetings

Follow-up on the proposal raised last time that SAT meetings should be planned so that the agenda for study board meetings can be discussed in advance. SATBUSS decides to take the proposal to the Study Board.

Anna prepares a proposal for the Study Board after the holidays.

8. Any Other Business

Briefing about the last Study Board meeting

The Study Board discussed the number of courses in Data Science, including their content and ECTS, that will be required for access to DIM.

Code of Conduct was also on the agenda, and a discussion about electives: what is the point of electives and how freely can students choose.