



AALBORG UNIVERSITY
DENMARK

Study Board ArT & Technology

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Date: 01-09-2014

Case No.: Paste the file number

**ArT Study Board – meeting Minutes - August 21 – 2014, at 13-16
Rendsburggade 14 room 5.263**

<i>Members</i>		<i>Present</i>	<i>Apologies</i>	<i>Not met</i>
<i>Ann Morrison</i>	<i>AM</i>	X		
<i>Morten Søndergaard</i>	<i>MS</i>		X	
<i>Line M. B. Jespersen</i>	<i>LMBJ</i>	X		
<i>Ståle Stenslie (Head)</i>	<i>SS</i>	X		
<i>Elizabeth Ann Jochum (suppleant)</i>	<i>EAJ</i>	X		
<i>Nanna Maria Kofod Schmidt (Vice Head)</i>	<i>NMS</i>	X		
<i>Freja Berger Petersen</i>	<i>FBP</i>	X		
<i>Carina Spure Nielsen</i>	<i>CSN</i>		X	
<i>Rebekka Kolding Borum (St counsellor)</i>	<i>RKB</i>	X		
<i>Falk Heinrich (CAT-school)</i>	<i>FH</i>	X		
<i>Winnie Ritterbusch (CAT-school)</i>	<i>WR</i>	X		
<i>Lance Putnam (invited)</i>	<i>LP</i>	X		
<i>Referent:</i>				
<i>Anne Nielsen</i>	<i>AN</i>	X		
<i>Start of meeting:</i>	<i>13.00</i>			
<i>End of meeting:</i>				
Next meetings:	ArT Study Board	24.09.14 (9-12) 30.10.14 (05.11.14) 17.12.14 21.01.15	ArT Advisory Board	November 21. 2014 – 14.00-20.00



Agenda

Item.	Subject:	Attached	Information	Debate	Decision
1	<p>Approval of Agenda.</p> <p>Point 5 was changed to status of proposal.</p> <p>Hereby the Agenda was approved.</p>				X
2	<p>Approval of Minutes – meeting May 14, 2014.</p> <p>Was approved.</p>	X			X
3	<p>News:</p> <p>Head of Study (SS)</p>				
	<ul style="list-style-type: none"> - Erasmus Program See news from CAT-School. During Fall 14 an informative meeting for the students will be held. 		X		
	<ul style="list-style-type: none"> - Start of study (program 02.09.2014 at 12.30-14.30) The Dean will come and make a short welcome. The ArT Event Committee will make a “donation bar” with coffee and softdrink. 				
	<ul style="list-style-type: none"> - Orientation about meeting with the dean about the STÅ situation <p>Because of low production of STÅ the hours for the study has been cut down. – Therefore the board has to make a plan to get more students at ArT and to take measures so that as many as possible continue the study. ArT gets fewer students than ever before this year – which causes a general cut back.</p> <p>To adapt – it has been necessary to change the budget for teaching – i.e. all courses will be of 8 hours instead of 12 hours/lessons.</p> <p>A big challenge is the high drop-out rate – and to lower this.</p> <p>Supervision will be as in spring 2014 – paid by 0,7 hours/STÅ/Student.</p> <p>Institute for Media Technology will give 3 hours/lesson (last hour pro bono)</p> <p>Institute for COMMunication will give 2 hours/lesson</p> <p>This will be negotiated and clarified before next semester – spring 15.</p> <p>SS is having a meeting with all ArT teachers and supervisors next week to work out a study plan with high activity.</p> <p>The board discussed what to do with the 50% of the applicants that were</p>		X		



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	<p>not accepted. - LMBJ, FBP, NMKS and AN will contact HUM-FAK to change the admission requirements – it is a huge problem that students must have 2nd language on level A. WBR points out that the group should consult the Faculty in order to have information regarding the procedure for a potential change of the admission requirements. Point is to be discussed at next meeting.</p> <p>Important that ArT bachelors stay in contact with the study – and for ArT to know what they are doing after AAU. LMBJ, EAJ and RKB will look into this and make a presentation for next meeting.</p> <p>PR/Propaganda group - SS, FRB.</p>				
	<ul style="list-style-type: none"> - Economy Postponed for next meeting. 				
	<ul style="list-style-type: none"> - Information in general Installation space – ground floor – how do ArT act to use this space. AN has become a member of house council at RDB14 and will ask about this next meeting. <p>Plotter where we can print large posters (are placed in room 5.268) and at uniprint uniprint@adm.aau.dk.</p> <p>The board must work with the semester evaluation and see to that the comments are being taken into account before the next semester is described. Also it has to be discussed at the teacher meetings.</p>	X			
	<p>Relate (SS) no news</p>				
	<p>Students New chairman for the students will be NMKS.</p>				
	<p>Students Supervisors (NMKS/RKB) Moved to room 2.250 - sharing the room with HUM-INF</p>				
	<p>CAT-school (FH/WRB) Erasmus + Joint Master in Media Arts Cultures. In cooperation with Danube Universität- Krems in Austria, City University Hong</p>				



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	<p>Kong in China, University of Lodz in Poland, AAU contributes to the Master Degree with 8th semester Experience Design and potentially Master Project, The application has been positively evaluated by the EU. National accreditation will commence immediately. Morten, Falk, Winnie will work on the application for accreditation together with the Faculty. Deadline for the application for accreditation is October 15th.</p> <p>Quality Assurance</p> <p>AAU will submit the application for accreditation of the institution in May 2015. Therefore the studyboards are all kindly asked to immediately implement and follow standard procedures and regulations regarding, semester descriptions, evaluation of courses, semesters and educations, Drop out analyses, strategy and plan of action, close contact with alumni, close dialogue with potential employers (including advisory board) etc.</p> <p>WBR and FH will work closely together with AN and SS to ensure that all procedures are in place.</p>				
4	Fall 2014 (SS)				
	<ul style="list-style-type: none"> - International coordinator LMBJ 		X		
	<ul style="list-style-type: none"> - Semester Guides Because of a huge workload this last 2 week – the semester guides is still not done. They will be sent Monday afternoon – comments to all by e-mail – Wednesday at 12.00. 		X		
	<ul style="list-style-type: none"> - Complaint on handling of splitting of groups. A known deadline for when you can split up groups. ArT-Board will look at other studyboards rules and work out a form for these rules. To be worked out for next meeting. Use the rules from other study boards at CAT-school. What the group has been working on up to now (2 weeks before exhibition) can be used by all members of the group. Work done after this is the property of each student. There must be a dead-line saying 01.12 and 01.05. SS and FBP will make a note about this to be approved by the board. 			X	



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5	<p>Proposal to revise curriculum Module 18: Multimedia Programming around theme of "Art and Robotics² (Fall 14, Fall 15). Supporting documents attached.</p> <p>Status update - Robotic has been bought and they are tested. LP and EAJ are participating in a conference where they must present the work.</p>	X			X
6	<p>Privacy rules at AAU</p> <p>http://www.informationssikkerhed.aau.dk/regler/studerende/</p> <p>SS gave an update about privacy rules – and stated that all has to follow these rules.</p>		X		X
7	<p>Items for next meeting (August 21, 2014)</p> <ul style="list-style-type: none">• Academic writing – EAJ will work out a note to be presented for the ArT Board.• Erasmus Program• ArT must have a budget for all courses – material based learning - external funding is necessary• Fab-Lab – what must be in it? Is a part of the institute and their funding?• How to use the Fab-Lab?				
8	<p>Any further Business.</p> <p>Next meeting September 24, 2014 – at 9.00-12.00.</p>				