



AALBORG UNIVERSITY
DENMARK

Study Board Art & Technology
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ArT Study Board Members

Date: June 21, 2018
Case no.: Paste the file number

ArT Study Board – meeting, May 9th 2018 at 13.00-16.00 Rendsburggade 14 room 5.237

Agenda				
<i>Members</i>		<i>Present</i>	<i>Apologies</i>	<i>Not met</i>
<i>Elizabeth Ann Jochum</i>	<i>EAJ</i>	X		
<i>Line Marie Bruun Jespersen</i>	<i>LMB</i>	X		
<i>Anthony Brooks</i>	<i>AB</i>			
<i>Morten Søndergaard</i>	<i>MS</i>		X	
<i>Palle Dahlstedt</i>	<i>PD</i>	X		
<i>Anna Dagmar Bille Milthers</i>	<i>DM</i>	X		
<i>Jonathan Jung Johansen</i>	<i>JJJ</i>	X		
<i>Kevin Rosenstand</i>	<i>KR</i>	X		
<i>Preya Ravichandran</i>	<i>PR</i>	X		
<i>Rikke Bogetoft Jensen</i>	<i>RBJ</i>	X		
<i>Helene Pedersen (student counselor)</i>	<i>HP</i>			X
<i>Anne Bjerre Hammer (student counselor)</i>	<i>ABH</i>	X		
<i>Tom Nyvang (MPACT-school)</i>	<i>TN</i>	X		
<i>Winnie Ritterbusch (MPACT-school)</i>	<i>WR</i>		X	
<i>Minutes Taker:</i>				
<i>Anne Nielsen</i>	<i>AN</i>	X		

Start of meeting:	13.00			
End of meeting:	14.30			

Next meetings:

ArT Study Board: In 2018/19: 27.6, 8.8, 19.9, 24.10, 21.11, 19.12, 10.01.19 All from 13-16.All from 13-16.	ArT Advisory Board: In 2018: 02.03
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Items:	
1.	Approval of Agenda 09.05.2018
	Approved
2.	Approval of Minutes 06.03.2018 (Attached)
	Approved
3.	News:
3.a.	Head of Study (LMB) <ul style="list-style-type: none">• Self-evaluation report
	<p>The report has almost been made, but still in the process of writing as some input is related – will be send out May 16 for e-mail comments.</p> <p>Your comments will be put in after a dialogue between LMBJ, TN and WBR</p> <p>The report covers the last 3 years work in the ArT study Board.</p>
3.b.	Students (DM)
	<p>Exhibition news.</p> <p>Nice place to exhibit in Karolinelund. Some problems about stuff borrowed by the campus staff that was broken because of the weather.</p> <p>Remarks that the students are representing ArT and should be acting like I, i.e. no alcohol, every artefact has to be with students to explain the pieces and not empty during the exhibition time. After the opening hours, it is OK to party and leaving the exhibition.</p>
3.c.	Students Supervisors (ABH/HP)
	Interviews Monday with the applicant for the position to new students' counsellors.
3.d.	MPACT-School (TN/WBR)
	<p>TN</p> <p>Are struggling to finish the self-evaluation reports from all study board under the school. The reports looks good and almost done.</p> <p>TN gave an information about: "Nedlæggelse af fakulteterne samt arbejdet med uddelegering af arbejdsopgaver samt omfordeling af personale". Still not much to tell about, as it is still in progress.</p>
4.	Requisition Fall 2018 (attached)
	<p>LMBJ went through the requisition for Fall 2018.</p> <p>Some changes from last year because of temporary staffing.</p> <p>The requisition was approved.</p>



5. Format for handling in semester descriptions, return to old template (Attachment will be send later)

The format is still not finish. This year it will be like earlier – a word format document – into a pdf-file

The document has to be approved by the ArT Study Board at the meeting in June.

After approving - the teachers must import the information into moodle before opening for the students medio August.

The study board approves this solution.

- Tom left the meeting
- Rikke joined the meeting

6. Questions about supervision for survey x-act (Attachment will be send later) (decision)

The Study board discussed the proposal for new questions for the semester survey.

(questions marked by red, are already in the Survey X-act)

Group work:

The group formation process proceeded appropriately

The collaboration in the group was good and contributed to achieving the learning objectives

I feel that I contributed to the collaboration in the group

Comments about the collaboration in the group:

Solo projects:

Why did you work alone

Supervision evaluation:

Did students and supervisor(s) talk about and match their expectations to the supervision in the beginning of the semester, and during the project process?

Yes no

Were the supervision meetings structured and did the meetings follow an agenda?

How do you evaluate your own preparation for the supervision meetings?

How relevant do you think supervision has been in relation to report writing?

What is your overall evaluation of supervision on this semester?

Mention 1-2 things about supervision that you found particularly useful this semester

Mention 1-2 things you missed in supervision

Other comments about supervision? (rephrasing of "Comments on the project supervisors and project work")



	<p>PD Alternative answers has to match the questions.</p> <p>The questions and thoughts about it was discussed, all were positive about the new questions mostly good that the questions are direct and precise, gives a better answer to be used in the evaluation.</p> <p>The study board approved the questions.</p>
7.	Study regulation – revision, update and action plan (decision)
	<p>It was decided at the last meeting to meet in May and August. Not possible in May (according to the doodle).</p> <p>LMBJ want it to be a smaller group to meet and work with the regulation.</p> <p>Students will also be invited to a meeting with LMBJ to discuss their point of views about the study regulations.</p> <p>Teachers and supervisors will be invited to themed meetings before the next teachers meeting session to discuss the revision and prepare drafts for the teachers meeting in August.</p> <p>The form for was accepted by the study board.</p>
8.	Application process for funding for semester activities (Attachment will be send later)
	<p>The semester account to each semester will be cancelled from now (fall 2018).</p> <ul style="list-style-type: none">- The coordinators have to make an application each semester – June 1 and January 1.- LMBJ will be in charge of the final decision of how to spend the money. Decisions will be approved in collaboration with vice-head of study board. The Head of Study will have a small sum of money for unexpected expenses during the semester. <p>Was approved and will be distributed to the coordinators along with form for schedule and requisition.</p>
9.	Any further Business.
	<p>No funding to international activities from the school or the department. (EAJ)</p>
10.	Items for next meeting
	<p>Method for scheduling semesters.</p> <p>Planning of semester start Fall 2018</p>