



ArT Study Board Members

Study Board Art & Technology
Rendsburggade 14, 9000 Aalborg Denmark
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Date: November 14, 2018

Case no.: Paste the file number

ArT Study Board – meeting, September 19th , 2018 at 13.00-16.00				
Rendsburggade 14 room 5.237				
Minutes				
Members		Present	Apologies	Not met
Elizabeth Ann Jochum	EAJ	X		
Line Marie Bruun Jespersen (Chairman)	LMB	X		
Anthony Brooks	AB	X		
Morten Søndergaard	MS	skype		
Palle Dahlstedt	PD	skype		
Anna Dagmar Bille Milthers (Student chairman)	DM		X	
Jonathan Jung Johansen	JJJ		X	
Rikke Bogetoft Jensen	RBJ	X		
Anne Bjerre Hammer (student counselor)	ABH		X	
Tom Nyvang (Department KOM)	TN	X		
Winnie Ritterbusch (Department KOM)	WR		X	
Elsebeth Bækgaard (Department KOM)	EB	X		
Lotte Brunø (Department KOM)	LB		X	
Minutes Taker:				
Anne Nielsen (secretary)	AN	X		
Start of meeting:	13.00			
End of meeting:	16.15			

Next meetings: ArT Study Board:
In 2018/19:
23.10, 21.11, 19.12, 10.01.19
All from 13-16. All from 13-16.

ArT Advisory Board:
In 2018:
02.11. at 12.00



Items:	
1.	Approval of Agenda 19.09.2018
	Approved
2.	Approval of Minutes 27.06.2018 and 08.08.2018
	The minutes from 27.06.2018 and 08.08.2018 - Approved.
3.	News:
3.a.	Chair of Study Board (LMB) <ul style="list-style-type: none">- Self-evaluation meeting- New students- Orientation: Reduction of number of international students in Danish universities.- SOL Project.
	<ul style="list-style-type: none">- Self-evaluation meeting August 24, 2018. LMBJ was very pleased with the meeting. At the meeting, there were a discussion of the Self-evaluation report. Besides the two external experts Karin Elisabeth Gottlieb (Art Advisory Board) and Lone Kofoed Hansen (professional expert) prodean Hanne Dauer-Keller, Head of Study Tom Nyvang, Head of Study Board Line Marie Bruun Jespersen, student Jonathan Jung Johansen, Head of Department Mikael There were comments to:<ul style="list-style-type: none">o The staffing of the first year, which is important for the studyo contact to the Alumnio The report and meeting will be discussed further when the minutes has been made and we SN have to make the Strategy and Action Plan for the next three years.o New students- 36 students at ArT1. Impression that there has been a good semester start with many activities.- Orientation: Reduction of number of international students in Danish universities<ul style="list-style-type: none">o The government wants to cut the number of international students at the universities, so all international studies at AAU will be eliminated - how and the exact number is still not known. The reduction will start from next intake. (Politically - technically still unknown!)- SOL-project<ul style="list-style-type: none">o Scheduling pilot project. Hopeful ArT will keep their room for their students, because of all the activities there is going on.
3.b.	Students (DM)
	RBJ – The RUS period went well. The students are very creative. EAJ – please send out to all teachers – a message that indicates that Wednesday afternoon must be free for classes.
3.c.	Students Supervisors (ABH/RBJ)
	No news.
3.d.	MPACT-School (TN/WBR)



	<p>TN – Late and last news.</p> <ul style="list-style-type: none">- The School are closing down pr. Oct. 1, 2018. There will not be big changes for the study board in Communication and Psychology as they have already made the changes last year. The Head of study boards will be asked to point out a Head of Study. TN will be willing to continue.- New tasks in the study secretariat has been delegated to staff and a new employee, Bjørn Dan Andersen.- TN was also satisfied with the self-evaluating meeting.
4.	<p>Presence/attendance at the study board meetings. (LMBJ)</p> <p>LMBJ urged the study board members to be present physical at least at the two meetings where semester guides are to be discussed and approved.</p> <p>TN reminded that the study board is a democratic board and one of the tasks is to discuss and approve the semester guides. ArT is situated in Aalborg and only in Aalborg. Therefore, it is not an option to look at other study boards as KDM or MT, as their education is both in Aalborg and Copenhagen.</p> <p>It was not accepted that there has to be two meetings/year with physical presence, but LMBJ will contact IT-support for finding the best solution for meetings on skype/other conference systems. Will be tested at the next meeting.</p> <p>Furthermore, it was decided to improve or streamline the process around the approval of the semester guides, to secure better documentation and legality of the semester guides.</p> <p>MS will be responsible to settle a taskforce group and make an annual cycle of work that identifies the key tasks, which must be done each term. Deadline for the work process will be 1 week before November meeting (Nov. 21, 2018).</p> <p>PD left the meeting.</p>
5.	<p>Approval of study regulations Fall 2018.</p> <ul style="list-style-type: none">- Semester guides ArT1, ArT3 and ArT5 (attached)
	<p>Comments to the semester guides had been received by e-mail prior to the meeting, and all material has been up-loaded in the semester guides. They are all accepted by LMBJ and up-loaded at the website https://www.art.aau.dk/structure/Semester+guides/.</p> <p>All semester guides were approved.</p>
6	<p>Semester evaluation Spring 2018</p> <ul style="list-style-type: none">- Semesterevalueringer og koordinatorrapporter (attached).
	<p>EB informed about the work in the quality team according the semester evaluation questionnaire. They have now completed this work and the new questionnaire templet will be sent to all study boards.</p> <p>I.a. the questions have been more precise and shorter and tried to standardize answer categories. By this it they hope to increase the response rates. However, certain questions are mandatory and they cannot deviate from including these.</p> <p>There is a new template, comprising the must-have questions. It is then up to the study board to decide, what extra questions, they want included.</p> <p>They aim at implementing the new evaluation questionnaire already this fall, if possible.</p>



	<p>Therefore, they want the study board to consider this template and set up a questionnaire to be approved during the next study board meeting. EB will be available to help the study board.</p> <p>It is up to the study board to decide how to work with this. Task force, e-mail hearing etc.</p> <p>Next, the quality team will continue work on subsequent processing of evaluation data, including who is to have access to data.</p> <p>LMBJ - At the next meeting all report will be discussed and action plan will be made.</p> <p>TB noted that he wants to send out a questionnaire to ArT1 about module 2 – PBL. It was approved.</p>
7.	<p>Spring 2019 – deadline for requisitions and SOL data Nov. 1st 2018</p> <p>- Requisitions incl. Coordinators (Budget 2019 – Requisitions attached).</p>
	<p>LMBJ presented the requisition Spring 2019.</p> <p>It is still a budget for the modules. Hours to supervision and courses will be shared later after a meeting with Falk Heinrich (KOM) and Thomas Moeslund (AD/MT).</p>
8.	<p>Any further business</p> <p>MS informed about a festival:</p> <p>MEDIA ART HISTORIES 2019 – RE:SOUND - The 8th International Conference in the Histories of Media Art, Science and Technology. Aalborg University, Denmark, August 20-23, 2019</p> <p>Still in a working process, but will send link later.</p> <p>Next meeting will be decided through a doodle.</p>