



**AALBORG UNIVERSITY**  
DENMARK

**Study Board ArT & Technology**  
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Denmark

Contact person:  
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To: Falk Heinrich (FH)  
Morten Søndergaard (MS)  
Line M.B. Jespersen (LMBJ)  
Ann Morrison (AM)  
Stine Lund (SL)  
Morten Nielsen (MN)  
Freja Berger Petersen (FBP)  
Nanna Maria Kofod Schmidt (NMKS)

Invited: Kaylee W. Pearson (KWP)  
Winnie Ritterbusch (WR)  
Ståle Stenslie (SS)

Date: 25-04-2013 / Case No.: / AMN

**MINUTES**

**ArT Study Board – meeting March 22, 2013 at 12.00-15.00**  
**AAL: Nyhavngade room 3.23 / CPH room 2.1.027**

Members		Present	Apologies	Not met
Falk Heinrich (chairman)	FH	X		
Morten Søndergaard	MS	X (Skype)		
Line M. B. Jespersen	LMBJ	X		
Ann Morrison	AM	X		
Stine Lund (student chairman)	SL	X		
Freja Berger Petersen	FBP	X		
Morten Nielsen	MN	X		
Nanna M. K. Schmidt	NMKS	X		
<i>Observatory:</i>				
Winnie Ritterbusch	WR	X		
Kaylee W. Pearsson	KWP	X		
<i>Invited:</i>				
Ståle Stenslie	SS	X		
<i>Referent:</i>				
Anne Nielsen	AN	X		
<i>Start of meeting:</i>	12.00			
<i>End of meeting:</i>	16.00			
<i>Next meeting:</i>	<i>ArT Study Board</i>	23.04.2013, 13-16 06.06.2013, 13-16	<i>ArT Aftagerpanel</i>	02.05.2013, 15-21

1.	<b>Approval of Agenda</b> Approved.
2.	<b>Approval of Minutes – 27.02.2013</b> Approved.
3.	<b>Announcements:</b>
	<i>News from Head of Study Board (FH)</i> <ul style="list-style-type: none"> <li>• “Studentersamfundet”, Studying abroad</li> </ul> <p>The Danish ministry has decided to pay the universities for students, who are travelling abroad and no</p>



longer for the foreign exchange students (degree-students excepted), studying in Denmark.

“Studentersamfundet” suggests that each study board compiles so-called study abroad-packages containing electable courses and procedures at selected foreign universities. That would support the students and ease their administrative work. This would result in more AAU students travelling abroad.

SL. Good idea because there is not much help from the international office.

AM. Guidelines would be a good idea.

FH. ArT has a sort of database that shows former students experiences. To organize one’s own travel is a learning experience.

SS. A list of other universities that we can recommend.

AM. Which collaborations is possible and with a contact person.

AN will collect the information in a database and announce it to the students.

- ArT-bikes

Betty refuses to be in charge of the ArT bike decoration, since the SN wishes to broaden the concept. At least, the ArT-Logo should be put on the bikes. SL will put up a competition at moodle – will be put on the agenda at next meeting.

- BA accreditation, Alumni contact

Kandidatnet – important that all ArT students are able to sign up. AN will contact Kandidatnet.

Advisory board for student from ArT – good advice in a formal way.

LinkedIn group – ArT KWP invites all ArT students to participate.

Kvote 2

48 has applied as 1<sup>st</sup> priority

- Teaching day. (Institute pays for HUM Staff and Study Board pays for D-VIP)

Date: 17<sup>th</sup> April. Hour repayment for participating: 1 to 1 hour by the institute for HUM VIP.

Topics: Learning through Video conferences, Group Building within large amount of students, Student activities within large amount of students.

*Relate News (AM)*

Ongoing work with the guest professorships.

Have changed the focus for the Obel fund, to be sure, that the money will be used properly.

Ståle is now head of treasury.

*News from CAT-School (WR)*

- CAT – priorities and tasks

New head of CAT-school is Falk Heinrich.

Are working on application for a new master in Languages, Linguistic and IT.

*News from Students Representative (SL)*



	No news.
	<i>News from Study Counselors (SL/KWP)</i> Open house – 15 people participated the lecture about ArT.
	<i>News from Copenhagen (MS)</i> No news.
4.	<b>Final budget 2012 / Budget 2013</b> Final budget 2012 was approved. Budget 2013 was approved. It was decided to reserve 50.000 kr. for equipment to the courses as an extra budget. The semester coordinators should know about their needs in terms of lab equipment prior to the semester. That would ease the SN budget work tremendously. If, by the end of the year, there is any money left it should be spend on ArT-lab stuff. Hour specifications format. FH has sent a different hour specification models to the SN. The new head of Study Board should decide on whether to keep or change the current specification model – next meeting ArT-Lab 50.000 kr. from HUM it-department for maintenance of the lab (tools, materials, broken stuff, etc.). Rest 150.000 from Obel-funding – must be used for ArT-teaching and for Obel professors' research activities. FH proposes that the Art-lab committee meet once or twice a year in order to decide on lab purchases for teaching.
5.	<b>Advisory board – new members, international</b> SS will ask a contact in Belgrade University. AM will ask a contact in New York. KWP will ask a contact at LEGO. Contac the Dean in regard of payment of travelling and stay in Aalborg for international members. (AN).
6.	<b>Website and logo /LMBJ</b> Status: <a href="http://www.art.aau.dk">www.art.aau.dk</a> Small web-page according to the internal use. Needs more pictures, videos and news. <a href="http://www.art-technology.aau.dk">www.art-technology.aau.dk</a> Hard to navigate – needs a large revision. <a href="http://www.studieguiden.aau.dk">www.studieguiden.aau.dk</a> For external use – the face to show new student about the study. Actions: New AAU graphic design theme – which should be implemented by all AAU organs. This was decided at the meeting: <ul style="list-style-type: none"><li>• Responsible (LMBJ, SS, KWP)</li><li>• Use the aau.dk design manual <a href="http://aau.designguides.dk/">http://aau.designguides.dk/</a></li></ul>



	<ul style="list-style-type: none"><li>• One web-page at <a href="http://www.art.aau.dk">www.art.aau.dk</a> in English</li><li>• Logo – competition (SL) – we are not sure whether ArT is allowed to have its own logo</li><li>• Photos and videos (all).</li><li>• Find new banner photo (MN).</li><li>• Responsible for updating (AN and Student Counselors).</li><li>• Contact Susanne Togeby, Department of Communication about the new webpage (LMBJ, WR, AN)</li><li>• Contact IT-department for a common photo-directory for all on AAU server (WR).</li></ul>
8.	<p><b>New head of study board</b></p> <ul style="list-style-type: none"><li>• Election</li></ul> <p>There are 6 options for a solution of Head of Study Board:</p> <ol style="list-style-type: none"><li>1. AM (head) and a delegation of tasks and powers to e.g. LMBJ, MS etc.</li><li>2. MS (head).</li><li>3. AM/MS (joint venture)</li><li>4. The Dean appoints someone to be head.</li><li>5. Joint Study Boards – ArT/Music – 2 sections. Martin Knakkegaard (head).</li><li>6. AM and LMBJ – joined leadership (see email containing additional info and conditions).<ul style="list-style-type: none"><li>- Ann and Line take a joined leadership to run the study board on a day to day basis.</li><li>- They will be at ArT one day per week.</li><li>- Due to this extra acute work we think it will fair to increase the hours for administration to 300 divided equally between the two heads.</li><li>- They will NOT take part in the accreditation and curriculum revision process.</li></ul></li></ol> <p>The study board decided to go with option 6. LMBJ and AM will arrange meetings with the pro-dean to discuss this option and LMBJ and AM's conditions (extra hours, no accreditation work, etc.). These issues have to be solved before a final decision can be made. It is up to the members of the new study board to finalize the decision. Betty Li Meldgaard is suppliant and she will be a member from April 1.</p> <p>The study board rejected option 5, because:</p> <ul style="list-style-type: none"><li>• shows uncertainty and hasty decisions in relation to ACE / accreditation</li><li>• will draw ArT in an inappropriate humanistic direction</li><li>• merger between two economically weak SN would not benefit either party, at least not ArT</li><li>• the students would lack a ArT face / person they could identify ArT with</li><li>• students: a new SN head would not know ArT and its challenges</li></ul>
7.	<p><b>Allocation of supervision and coordination</b></p> <p>ArT1 BLM (update April 3th: BLM does not want to take on the task, Carsten was asked and he accepted)</p> <p>ArT3 Lance Putnam</p> <p>ArT5 MS (Ole Ertløv Hansen as supervisor)</p> <p>Module 2 BLM</p> <p>Module 3 Lars Knudsen (use Jesper as teacher)</p> <p>Module 4 LMJB</p> <p>Module 9 Lance Putnam</p> <p>Module 10 Carsten Friberg (MS as teacher)</p> <p>Module 11 FH</p> <p>Module 16 Rasmus Stenholt</p> <p>Module 17 Carsten Friberg</p>



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	Module 18 Lance Putnam
	The coordinator meets and decides who will be supervisors. (Teacher meeting) in week 15.
9.	<b>Evt.</b> Final exhibition for BA could be moved to 17-18-19.05
	<b>Next meetings:</b> ArT Study Board      23.04.2013, 13-16      06.06.2013, 13-16      ArT-Aftagerpanel: 02.05.2013 at 3 pm.