



AALBORG UNIVERSITY
DENMARK

Study Board ArT & Technology
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ArT Study Board – meeting June 6, 2012 at 13.30- app. 16.00
Strandvejen 1 room 124

<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>Betty Li Meldgaard (obs)</i>	<i>BLM</i>	X		
<i>Stine Lund (student chairman)</i>	<i>SL</i>	X		
<i>Freja Berger Petersen</i>	<i>FBP</i>	X		
<i>Morten Nielsen</i>	<i>MN</i>	X		
<i>Nanna Maria Kofod Schmidt</i>	<i>NMS</i>	X		
<i>Kaylee W. Pearson</i>	<i>KWP</i>	X		
<i>Falk Heinrich (CAT-school)</i>	<i>FH</i>	X		
<i>Winnie Ritterbusch (CAT-school)</i>	<i>WR</i>		X	
<i>Referent:</i>				
<i>Anne Nielsen</i>	<i>AN</i>	X		
<i>Start of meeting:</i>	<i>13.30</i>			
<i>End of meeting:</i>	<i>17.15</i>			
<i>Next meeting:</i>	<i>ArT Study Board</i>	<i>August 21, 2013</i> <i>13-16</i>	<i>ArT Advisory Board</i>	<i>May 28, 2013</i> <i>10-14</i>



1.	Approval of Agenda.
	Extra item for the Agenda: 9. Budget for ArT5. 10. Open communication After this the agenda was approved.
2.	Approval of Minutes.
	Approved.
3.	Reconfigurations of ArT SN (the Dean will participate explaining her decision to reconfigure ArT study board): Dekanen udpeger Ståle som studienævnensformand. Ståle indtræder i stedet for Betty Meldgaard. Betty bliver suppleant og tilbydes at deltage i studienævnarbejdet som tilforordnet, men uden stemmeret. Studienævnets sammensætning bliver således: <ul style="list-style-type: none">- Ståle Stenslie (formand, Kommunikation)- Morten Søndergaard (Kommunikation)- Ann Morrison (AD:MT)- Line Bruun Jespersen (AD:MT)- Tilforordnet: Betty L. Meldgaard (Kommunikation)
	Lone Dirckinck-Holmfeld (LDH) thanked AM and LMBJ very much for the work they have done during the past 3 month. LDH has appointed Ståle Stenslie as Head of the Art Study Board under for the following reasons: <ul style="list-style-type: none">- it is not possible to share the position as head of study board- languagewise, there would be difficulties participating in meetings in Danish- to ensure the quality and development of ArT study it was necessary to change the composition of the board – 2 Associate Professors and 2 Assistant Professors, which is not an optimal situation. (Formally there are no regulations of having Assistant Professors in the board)- the board has to act to recruitment etc. SS takes over for BLM. BLM remain in the study board as an observer (can be part of the board without voting rights). SS is employed full-time for 1 year (½ Obel funding and ½ HUM-FAK), and he will be here 2-3 days/week. LDH left the Meeting.
4.	Announcements:
	<i>News from Head of Study Board (SS)</i>



<p>New situation.</p> <p>Administrative work and ArT-Based work.</p> <p>Planning the days when he will be in Aalborg - agenda, time schedule, Annual Cycle (Årshjul).</p>
<p><i>Relate News:</i></p>
<ul style="list-style-type: none">- Reconfiguring Relate.- Organize in a functional matter- Birth to new ArT-Based Research- How will it be distributed?- R. Shusterman will be here for creating a curriculum.- M. Jahrman will be here June 15. ArT-board requires 8 hours to KOM. <p>BLM left the Meeting.</p>
<p><i>News from CAT-School (FH):</i></p> <ul style="list-style-type: none">. BA curriculum revision - update. Progress on accreditation? <p>Progress notes etc. Where need feedback?</p>
<p>The main work will be done during the fall semester</p> <p>Still missing input from BLM and MS.</p> <p>Has to be handed-in at the HUM-FAK at the latest as 01.12.13.</p> <p>Work to do:</p> <ul style="list-style-type: none">- Drop-out rate – important that it will be lower- Qualification of the study (both has been discussed at the Art Advisory Board meeting May 28. (Minutes attached)). <p>"Oplevelsesdesign" wants supervisors and teachers from ArT. Please send names to FH ASAP.</p>
<p><i>News from Students Representative (SL):</i></p>
<p>Next meeting there will be elected a new Vice.</p> <p>BA-party June 21.</p>
<p><i>News from Study Counsellors (SL/KWP)</i></p>
<p>Nanna and Morten is taking over.</p> <p>New items to work:</p> <ul style="list-style-type: none">- Dropout rate



	<ul style="list-style-type: none">- How to inform students about the study.- Has any thing happened- International Marketing of the study
	<p><i>News from Copenhagen (MS)</i></p>
	<p>Nothing</p> <p>As there is no study in CPH this item will be erased in future.</p>
5.	<p>Time slots, length of lectures, affects payment of lectures</p> <p>8:15-10:00</p> <p>10:15-12:00</p> <p>12:30-14:15</p> <p>14:30-16:15</p> <p>16:30-18:15</p> <p>18:30-20:15</p> <p>students go to group rooms and do exercises</p>
	<p>It was decided to follow the slots from fall 2013 – but as we are moving fall 2014 to the new building – with own ArT-room, it was decided to do as usual – 3 hours lectures. Rooms will be booked for 2 slots.</p> <p>Lessons will be like this:</p> <ul style="list-style-type: none">• 08.15-11.15• 12.30-15.30
6.	<p>Study guides</p> <ul style="list-style-type: none">- approval of study guide for fall 2013- dates draft by June 6th always need it in the meeting in the month before the break, so for February we need it in December meeting. <p>Usual deadlines first draft study plan to be approved:</p> <p>1st June</p> <p>1st December</p> <p>General:</p> <ul style="list-style-type: none">- All modules have to be run by an AAU employed, who has the responsibility and then supported by guest lecturers.- Follow the study curriculum. All content and exam description have to match the curriculum.- Discuss this with all coordinators.



	<ul style="list-style-type: none">- Obel-money cannot be used to teaching – it is for research only.
ArT1	<p>LMBJ will talk to the coordinator to point out specific comments.</p> <ul style="list-style-type: none">- Be aware of the size of the installations. Use smaller scale.- Description of P0-project is missing.- Soldering course by Jesper Thorup Nielsen.- Basic Electronic must be placed before any other courses – introduction within the safety course.
ArT3	<p>AM will talk to the coordinator to point out specific comments.</p> <ul style="list-style-type: none">- Please use the same form as ArT1 and ArT5- Year must be correct.- Exam must be correct – check the curriculum.- There are no workshops at ArT3. Please change some of the courses to workshops.
ArT5	<p>SS will talk to the coordinator to point out specific comments.</p> <ul style="list-style-type: none">- Need an exact budget for travelling and guest lecturers.- The theme and structure has to be followed (curriculum).- Who will take care of all the guest lecturers?- No further comments before the board gets a budget for ArT5.
7.	<p>Semester start: ask Carsten: (September) LEGO... next one... or later in semester (February kick off) Possible to organize the joint semester thing.</p>
AM.	<p>LEGO is very interested in working with ArT. To offer their product and collaboration work. The Study Board thought it was a good idea and it was decided to continue the work.</p> <p>Materials in ArT Lab – the board wants that all equipment is available for borrowing and for exploring.</p> <p>All that we have can be used for the study.</p> <p>Teacher meeting – all teachers present themselves at semester start by giving a small lecture to demonstrate their research area.</p>
8.	<p>Alumne contact (AM, LBJ)</p> <p>Suggestion on how collect material from our alumni... to put in to accreditation process.</p>
	<p>Postponed for next meeting</p>
9.	<p>Budget for ArT5.</p>



	<p>The study guide for ArT5 was discussed.</p> <p>There are many activities and many guest lecturers from Copenhagen that means extra cost for this semester.</p> <p>SS will have a talk with the coordinator and ask for a budget for travels and hours. When this has been received the board will decide next step.</p>
10.	<p>Open communication.</p>
	<p>SS wants an open communication.</p> <p>All communication according to the ArT board will be sent to the Head of study board as cc.</p> <p>SS will hereby decide what to be allocated to the board.</p>
	<p>Next meetings</p> <ul style="list-style-type: none">• ArT-Aftagerpanel - Nov. 8, 2013• ArT Study Board – Aug. 21, 2013 at 13-16

New items for next meeting:

- Drop out rate
- How to inform students about the study.
- Has any thing happened
- International Marketing of the study
- Study Guides.