



AALBORG UNIVERSITET

Study Board for
Chemistry and Bioscience

Minutes from Study Board meeting on Wednesday 20th March 2024 at 13.00 in Aalborg og Esbjerg

Present from Aalborg: Mads Koustrup Jørgensen (MKJ), Majken Pagter (MP), Lars Haastrup Pedersen (LHP), Anders Emuel Olsen (AEO), Simon Abildgaard Hansen (SAH), Nicklas Bjørnmose Dupont (NBD)

Observers: Niels T Eriksen (NTE), Mads Hyldgaard Henningsen (MHH)

Present from Esbjerg: Morten E. Simonsen (MES), Martina Medini (MM)

Cancellation/not present: Anne Sanggaard Sonne (ASO)

Agenda:

1. Approval of the agenda
2. Approval of minutes from meeting 14.02.2024
3. Student applications (confidential)
4. General information
5. Discussion
6. Curricula
7. Quality assurance
8. Budget

	Action
1. Approval of the agenda	
The agenda was approved.	
2. Approval of minutes from meeting 14.02.2024	
The minutes were approved.	
3. Student applications (confidential)	
a) List of application cases processed since the last Study Board meeting The list has been noted.	
b) Application for 4th and 5th examination attempt The Study Board grants dispensation for a 4 th and 5 th examination attempt due to documented illness.	



4. General information

<p>a) Exam schedule for F24 Esbjerg Approved with a remark that some exams are a bit close (Friday to Monday only gives a few days of preparation).</p> <p>b) Plan for re-examination in AAL The plan needs to be revised. Linear algebra is still missing in the plan. There may need to be a plan for a re-exam in the Bioresources course. On the 6th semester, re-exams are placed early in August. We should try to move exams on the 2nd, 4th, and 8th semesters to later in August. The plan must be approved by the individual teachers.</p> <p>c) The Study Board's proposal to the faculty about AI</p> <ul style="list-style-type: none">i. Comments from the Study Board for Chemistry and Bioscience Noted.ii. AI overview, Study Board for Chemistry and Bioscience Noted with a comment that it would be good with an introduction to both good and bad use of AI, and that supervisors take responsibility for discussing AI during project supervision.iii. Education evaluation meeting held on 28.02.24 regarding the programs in Esbjerg. The item is postponed to the next meeting, as the minutes are not ready yet.	NTE
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5. Discussion

<p>a) Thesis contracts Guidelines should be translated into English and links should be updated. It should be described that the contract is written in collaboration between the supervisor and the student. There should be guidance on students' rights, use of standard contracts and who can sign. Study counselors and Study Board chairman will contribute to the wording.</p> <ul style="list-style-type: none">i. Considerations about rights (IP)ii. Confidentiality (ND) in connection with collaborative projects <p>b) Initiation of process regarding the nomination of the teacher of the year. The process worked poorly last year. It may be considered to make a section in the semester evaluations where students can justify nominations of teachers for Teacher of the Year, if the student members decide on it. It is still the student members of the study board who nominate.</p>	NTE
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6. Curricula

<p>a) Status on the revision of the study regulations of the biology programs We have held one workshop where Nicklas and Anne participated along with a selection of teachers on the biology education. The theme was the aim of the education in terms of employability and its competence profile. The minutes have been noted.</p>	
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The next workshop is planned for April 8th and will focus on the content of the education and will be held before the stakeholder panel meeting in May.	
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7. Quality assurance

<p><u>Semester minutes/steering group minutes</u></p> <p><u>Steering group report 1st meeting, 2nd semester Aalborg (appendix 24-040)</u> Noted with comments that assistant teachers on the PBL course do not always know what they are teaching. However, the course seems better organized than before. Some supervisors believe that all supervisors set the same expectations for the students' level regarding data processing and analysis.</p> <p><u>Steering group report 1st meeting, 4th semester Esbjerg (appendix 24-041)</u> Noted.</p> <p><u>Steering group report 1st meeting, 2nd semester Chemical Engineering Esbjerg (appendix 24-042)</u> Noted.</p> <p><u>Steering group report 1st meeting, 2nd semester Bioengineering Esbjerg (appendix 24-043)</u> Noted.</p> <p><u>Action plans for educational evaluation</u> No items on the agenda</p>	
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8. Budget

<p>a) Study Board grants</p> <p>MOS has received approval for a grant of 10,000 DKK for a bus for a company tour. There is a self-payment of 20 DKK. MOS should consider whether it can be made an annual event if it is successful.</p>	
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Niels Thomas Eriksen
Referent

*AI was used for translation of the minutes from Danish to English.