Ärende, Issue | Beslut/Åtgärd, Decision/Action
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23  **Course evaluations during fall term 2016**  | Catharina Henje showed the example of a course evaluation from IDI (5ID182 – Design Process Basics). Suggestions during the discussion included:
  - *Adding a comment field to the questions assessing learning outcomes during the course.*
  - *Adding a comment field in the question related to number of hours spent in school during the course.*
  - *In connection to the number of hours, try to evaluate the stress level of the students during the course.*
  - *Evaluate the possibility to combine IDI and BFA1 during the basic sketching course, but make sure all students can feel challenged to improve during the course. To avoid the possibility of “leveling down” the learning expectations.*

The course evaluation provided by BFA (Hot Team) was not discussed since Per Sihlén could not participate of the meeting.

24  **Procedures regarding reporting and registration of credits and courses**  | Since we lacked representation from all the programmes and the coordinator for education was on sick leave, the important topic was briefly discussed but will be brought back during the next Programme Council meeting. Basically, there is a need to agree on common practices and backup plans to avoid problems with course and grades registration in the future.

25  **Additional questions**  | What are the different responsibilities between Programme Directors and Course Responsible teachers? Linda Bogren will share such guidelines amongst the participants of the Council.

26  **Next meeting**  | Next meeting is February 15, 2017, at 13.00
**Ärende, Issue**

**Beslut/Åtgärd, Decision/Action**

At the minutes

[Signature]

Demian Horst

Linda Bogren
Ordförande, Chairman

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**Attendance list**

**Present:**
- Linda Bogren, Studierektor, Ordförande / Director of studies, Chairman
- Demian Horst, Programansvarig, Masterprogrammet i transportdesign / Programme director, MFA programme Transportation design
- Catharina Henje, Kursansvarig kurspaket Intensivkurs i industridesign / Course responsible course package Industrial Design Intensive
- Berzah Can, BFA1 studentrepresentant / BFA1 student representative
- Lea Bachmann, BFA3 studentrepresentant / BFA3 student representative
- Simone Kilian, BFA3 studentrepresentant / BFA3 student representative

**Not Present:**
- Birgitta Sundberg, Utbildningssamordnare, Sekreterare / Coordinator for education, Minutes keeper
- Johan Redström, Rektor Designhögskolan / Rector Umeå Institute of Design
- Per Sihlén, Programansvarig, Kandidatprogrammet i industridesign / Programme director, BFA programme in Industrial design
- Thomas Degn, Programansvarig, Masterprogrammet i avancerad produktdesign / MFA programme director Advanced product design
- Christoffel Kuenen, Programansvarig, Masterprogrammet i interaktionsdesign / Programme director, MFA programme Interaction design
- Sydney Eilbacher, Franziska Ungewiss, IDI studentrepresentant / IDI student representative
- Kristjan Juks, Melissa Mahmutovic, APD studentrepresentant / APD student representative
- Maximilian Herr, Mehek Sharma, André Kennedy, IxD studentrepresentant / IxD student representative
- Ludwig Östman, Lingxi Yuan, TD studentrepresentant / TD student representative