

To: Members programme committee CreaTe- ITech

Committee members:

dr.ir. R.W. van Delden, dr. Ing G. Englebienne, dr.ir. J. Klein Brinke, E. Burema, A. Blom,
dr.ir. E.C. Dertien, M. Moneta, S. Buser(proto)

Advisory members:

dr. A.M. Schaafstal (director Create), dr.ir. R. Klaassen (director ITech),
dr. K. Zalewska (bachelor coördinator), dr. J. van Houwelingen – Snippe (master coördinator),
G. van Ierssel MSc.(Studyadviser and Bachelor coördinator Create VU), M. Snel (director Create VU)
B. Leusink- Boksem (support staff)
H. Ottenschot (minutes takers)
S. Nanwani Vaswani (minutes takers)

Minutes MEETING PROGRAMME COMMITTEE- CreaTe/ITech

MEETING NR. 153

Date: **Tuesday February, 2025**

Time: **09.00- 11.00 hr.**

Location: Citadel H211

MINUTES PROGRAMME COMMITTEE

1) Opening and fixing the agenda

- a) Meeting is opened
- b) Present Members: Blom, Buser, Englebienne, Houwelingen – Snippe, Klaassen, Snel, Schaafstal, Zalewska, Klein Brinke (online), van Ierssel (online)

2) Announcements

- a) Zalewska communicates that signup for minors will be once per quartile instead of per semester. She adds that it will now be a lottery system with students having to add their preferences and then be chosen through a lottery system.
- b) Snel informs that the Open Days in Amsterdam were a great success. It was busier than last November and was nice to have different projects to show and attract people
 - i) Schaafstal suggests comparing between the same time last year rather than from November as that might not be a proper comparison
- c) Schaafstal informs that the Taster Day of CreaTe will take place (12-02) with 34 students signed up. Will have to see how it goes but the team is ready.
- d) Klaassen informs that the new I-Tech cohort started with 17 students.
- e) Klaassen informs that the spots for storytelling through oral presentation has increased.
- f) Schaafstal informs that an AI track is being investigated to add to CreaTe
- g) Schaafstal recommends the students to go to the next faculty wide meeting open for students which will take place on the 13th of February.

3) Minutes Programme Committee

- a) Minutes PC meeting January 14, 2025
 - i) Content-wise
 - (1) Page 1
 - i. Typo 1.f Keuzegids is misspelt
 - ii. Typo in 1g: It is not Roland Martijn van Rijswijk. It is Roland van Rijswijk
 - (2) Page 2

- i. Typo in 3.a.i.1 Burema's name is misspelt
- ii. Typo in 3.c.ii Burema's name is misspelt

(3) Page 3

- i. Typo in 5.b Burema, Schaafstal, Michel's name is misspelt
- ii. Typo in 5.b. ii, Faculteitsbestuur is misspelt

a) Action points

511: OPEN

530: ONGOING

540: ONGOING

Blom suggests they are going to prepare a presentation for the students and go to one of the Foundations of I-tech lectures

AP Blom 556: Go to one of the Foundations lectures to talk about the PC

541: DONE. The next training will be on April 16th.

546: ONGOING

548: DONE

549: OPEN

550: ONGOING (Belinda is working on it)

551: DONE

552: DONE

553: DONE

554: Will be discussed during the meeting (4.b)

555: DONE

4) In and outgoing mail.

a) evaluation from travelling students to PC

- i) The students were pleased with the results and would recommend it.
- ii) The accommodation arrangements that were made such as starting lessons slightly later to ensure students could be there on time were very helpful
- iii) One of the Twente students suggested that when it was informed last year it seemed like it would be much harder to do but they now realized that it worked out fine.
- iv) Schaafstal summarizes that what this experience shows is that it is doable, and that traveling is also doable.

b) Suggestions on how to change the EDI course

- i. Klaassen asks if the PC thinks it makes sense to make it fully storytelling pillar.
- ii. Blom suggests that the assessment criteria for the end of the course should be re-thought and re-structured if it wants to be fully storytelling.
- iii. Blom argues that the fact that you work in big groups, some students will focus on the storytelling and some other may not which differs from other storytelling courses where it is individual.
- iv. Schaafstal implies that to make it more storytelling focused, tweaking the course might be necessary.
- v. Klaassen suggests discussing further with Robby to see what can be done

5) Make I-Tech user testing part of SONA points

- a) Blom explains that his idea was to have students mandatorily participate in certain amount of User test throughout their degree. These User tests would be for projects from students of the courses they are following.
- b) Blom suggests potentially having 0.5 – 1 EC dedicated to this in the bachelor but is unsure if it would fit in with the learnings
- c) Klein Brinke suggests that it is a very useful way to get participants and that he used the Psychology

- platform during his PHD, and it yielded great results
- d) Klaassen implies that this would solve the research projects but not the students' projects.
 - i) Klein Brinke responds that student projects are available in the Psychology platform
 - e) Schaafstal adds that this brings up the question on if Psychology students could get Credits for participating in user testing from CreaTe or I-Tech.
 - f) Schaafstal asks if the User testing could also be done for physical user tests not just online.
 - i) Blom responds that it can be included in the description of the User Test
 - g) Schaafstal suggests that a discussion with the Programme Management level is needed to see if it would align with CreaTe and/or I-Tech.
- 6) UT Wide EER (documents 6.a- 6.g)
- a) Most of the changes do not affect CreaTe significantly.
 - b) Regarding the Validity of partial tests
 - i) They are now valid indefinitely (unless the curriculum changes). This is something that is already done at CreaTe
 - ii) For I-Tech this discussion is still ongoing
 - iii) Zalewska states that there is one part that differs for CreaTe which is that at creaTe, "all the tests and Grades that are registered in Osiris", whereas in the EER it states that "results of examinations and tests that have passed remain valid"
 - (1) This is problematic because it means Canvas grades are also valid indefinitely, but Canvas is not reliable at CreaTe
 - (2) Zalewska argues that if it is in the CreaTe EER as a specification it should be enough since it is quite detailed.
 - c) Buser asks if it also applies for previous (existing grades)
 - i) Zalewska responds that at CreaTe it was applied so partial grades are valid.
- 7) Supplementary Topics CreaTe (Kasia)
- a) Zalewska explains that it is an individual project for students who miss a few ECs (in their minor). It was very helpful for TOM 1.0 when there wasn't an offer for smaller ECs. Usually 1 – 2 EC are used
 - b) Zalewska states that assessing it is very hard since all the projects are very different
 - c) Klein Brinke adds that the grades were also very high since they chose their ILOs, so they know what they can/want to do
 - d) Zalewska suggests having it assessed as a Pass/Fail and putting it as a cap of max 2EC
 - i) The rest of the Members agree with the proposal
- 8) PC meeting schedule 2023/2024 (2nd Tuesday of every month 9.00- 11.00 hrs)
- 2024: October 8, November 12, December 10
- a) 2025: January 14, **February 11**, March 11, April 8, May 13, June 10, July 8
- 9) Any other business/ Questions
- a) Klein Brinke asks if the PC training on the 25th of February is still taking place
 - i) Englebienne responds that he has contacted the people organising it but is pending a response
 - b) Blom states that on the website, Blom's name is misspelt. This should be fixed

3b. Action points

Action point	Status	Responsible
511: Discuss the plan for and the budget of the proposed focus group on evaluating CreaTe as a whole	Open	Burema & van Delden & next Edu. of Proto)
530: Figure out what the situation with Discord is with LISA	Ongoing	van Delden, Zalweska
540: Think about ways to increase the visibility of the PC	Ongoing	Everyone
541: Respond to the email on PC trainings that the PC is available Feb. 25th and March 4th from 11:00 onwards	Ongoing	Englebienne
546: Ask Cynthia Souren about how voting during PC elections on teachers who are not officially linked to EEMCS would work. Which staff members would be allowed to vote for these teachers?	Ongoing	Burema
548: Provide Reiner feedback that minutes were all over the place	Done	Burema
549: Send M5 evaluation from travelling students to PC	Open	van Ierssel
550: Contact Belinda to see how to make Minutes Public	Ongoing	Klein Brinke
551: Add SEQ to March Agenda	Open	Leusink
552: Ask Belinda to get access to the PC	Done	Blom
553: Send updates and ideas of how to change the EDI course	Done	van Delden
554: REPLY on feedback	Done	Everyone
555: Add "Make I-Tech user testing part of SONA points" to the Agenda of next meeting	Done	Leusink
556: Go to one of the Foundations lectures to talk about the PC	open	Blom