

# ANNUAL REPORT PROGRAM COMMITTEE

## CREATE / I-TECH 2021 - 2022

### 1. Program Committee members

In the academic year 2021 - 2022 the program committee CreaTe/I-tech consisted of the following members:

#### A. members

Employees	Membership period
Dr. M. Poel (chair)	Entire year
Dr. G. Englebienne	Entire year
Dr. R. van Delden	Entire year
Dr. C.M. Epa Ranasinghe	Entire Year
Student members	
D.A. van Meggelen (vice chair)	Entire year
J.C. Ritmeester	Entire year
L. van Maurik	Entire year
Y. Kalcheva	Entire year
Other	
Dr. A.M. Schaafstal (Program director Create & I-Tech)	Entire year
Dr. K. Zalewska (Create coördinator)	Entire year
S.S. Schepers-Puls (I-Tech coördinator)	Until December 2021
J. van Houwelingen – Snippe S.S. Schepers-Puls (I-Tech coördinator)	From January 2022 onwards
M.D. Schepers (support staff)	Entire year
H.K.S. Ottenschot (minutes)	Entire year
S. Koomen (minutes)	Entire year

#### B. New Members

See the table above. There were no new members during 2017/2018.

#### C. Communication

Communication with the students is mediated through the study union Proto and the student members of the committee. Communication with the teachers in the program is mediated through the program coordinators and the staff members of the committee.

## 2. Meetings

In the past academic year 10 meetings took place, in 6 the program director was present. In the table below the relevant agenda topics for each meeting are listed.

Every meeting the following items appear on the agenda:

- opening and announcement
- fixing the agenda
- minutes previous meeting
- incoming and outgoing mail
- spearheads
- Questions

Date meeting	With/without PD	Discussion points (short)
14-09-2021	with	→ Review first weeks of the academic year → Quick scan well-being during covid-19 → Evaluation of courses and modules → Creative Technology at the VU in Amsterdam
12-10-2021	without	→ Create Module 1 and Foundation of Interaction Technology will be evaluated. → Review of Professional Development and Academic Skills
09-11-2017	with	→ Spending of WSV gelden and OCW interview. Topics HMI Interaction Lab and TAs. → Physical presence of students after covid-19. → Training PC members → Creative Technology @ Amsterdam.
14-12-2021	With	→ Concerns about grades and physical presence after covid-19. → Use of more inclusive texts in study manuals etc. → Creative Technology @ Amsterdam: content-wise plan and number perspective. → Evaluation Internship I-Tech
11-01-2022	With	→ Creative Technology @ Amsterdam: formal arrangements, collaboration UT and VU especially regarding the PC
08-02-2022	With	→ Creative Technology @ Amsterdam: Proposal approved by Faculty council. Struggles regarding organization at the VU. → Discussion of new procedure for approving the EERs. → Evaluation of Module 1
08-03-2022	With	→ Evaluation of the course Foundations of Interaction Technology.

		→ Creative Technology @ Amsterdam: Financial plan still needs approval. CDHO still needs to give approval → Discussed the consequences of the covid-19 pandemic on 2 generations of students. Students really need to get back to campus. → CRITEEC panels lack a decent amount of students showing up. SEQ also has a low response rate. Hence the value of these evaluations is questionable.
12-04-2022	Without	→ Creative Technology @ Amsterdam is approved by FB. Hiring of staff will start. → New course for I-Tech: Popular Scientific Writing. → Review of the redesigned Module 1 → Composition of project groups → Division of tasks for reviewing the different parts of the EERs.
10-05-2022	With	→ Discussed how to deal with negative rude personal remarks in the SEQs. → Review EER Creative Technology → Review EER I-Tech → Creative Technology @ Amsterdam. Timeline for collaboration not available yet. Still discussion with FC.
14-06-2022	Without	→ Soft cut for master I-Tech. Advice: Allow only soft cut when bachelor GP is finished. → EER Create. → Review new setup of Module 1

### 3. Advises

#### a. asked

In the past academic year 2021/2022 official asked advises were given. Below is listed what every advice was and what is done with it.

Date advice	May 2022 EER I Tech
Advise (short)	Approval of the EER I-Tech
Reaction PD	thankful
Result	Approved with some remarks

Date advice	May 2022 EER CreaTe
Advise (short)	Approval of the EER Create
Reaction PD	thankful
Result	Approved with some remarks

#### b. not asked

In the past academic year 2017/2018 official not asked advices were given. Below is listed what every advice was and what is done with it.

<b>Date advice</b>	<b>June 2022</b>
<b>Advise (short)</b>	Approved new setup Module 1 including some feedback.
<b>Reaction coordinator</b>	Thankful for comments
<b>Result</b>	corrections