

DATE

23 April 2019

OUR REFERENCE

EWI19/BOZ/8222/LvdP

Minutes 152nd PC-AM (OLC-TW)-meeting Tuesday 12 March 2019, 15:45 hrs.

- 5 *present:* Hil Meijer (chairman), Bodo Manthey, Judith Timmer, Dieuwertje Alblas, Linda ten Klooster, Lotte Weedage, Yael Veenstra-Konzizky (B-coordinator), Jan Schut (M-coordinator), Justus Sleurink (educational officer Abacus) and Lennard van der Putten (writing minutes)
- 10 *absent with notice:* Gjerrit Meinsma, Femke Boelens, Jan Willem Polderman (PD)
- 10 **1. Opening**
The chairman opens the meeting at 15:47 hrs.
The chairman mentions that most agenda items have some descriptive notes, which is nice.
- 15 **2. Minutes 151st meeting 15 January 2019**
- Textual corrections:
There are no textual corrections on the minutes. The minutes are approved.
- In response to the points raised in the minutes:
p. 3, l. 139: The chairman says that the lectures of Spatial Statistics are indeed obligatory, since the
20 teacher wants students to present their solutions.
- Actions:
313: The chairman has checked the minutes of the 149th meeting and the conclusion was that the problem has already been dealt with properly. Done, to be removed from the list.
314: This will be discussed at agenda item 8. Done, to be removed from the list.
25 316: The chairman has written the advice, but it is not enclosed in the documents. He will make sure the advice will be attached to next meeting's documents. To be removed from the list.
318: The chairman has discussed it and the advice is enclosed in the documents. Done, to be removed from the list.
319: The chairman talked to Jasper Goseling and he has sent a document about the new course in
30 the Data Science specialisation, of which the course description is not yet fixed. This course description is to be expected probably next meeting. Done, to be removed from the list.
320 and 321: Done, to be removed from the list.
322: The chairman says he has tried to reschedule the meeting, but unfortunately this is not possible due to a strict timeline of the site visit. The PC meeting will remain scheduled on 23 April.
35 Done, to be removed from the list.
- 35 **3. Advices/correspondence**
There are no remarks on the advices.
- 40 **4. Announcements**
The chairman was made aware of the changes in the law and that the PC needs to write an annual report. The chairman will write the report for the academic year 2017-2018 and he will send it around for comments. Manthey asks what should be stated in this annual report. The chairman answers that should describe who is seated in the PC, how it functioned, what advices have been
45 sent out and what eventually happened with these advices.
The chairman asks how many people have pre-registered at the moment. Ten Klooster says there are currently 82 pre-registrations. The B-coordinator adds that about 40 of them are international students.
The chairman mentions that AM has been awarded the title of Top Rated Programme.
- 50 **5. Assessment forms for the bachelor assignment AM, double programme AM with APh and double programme AM with TCS**
Timmer clarifies that this year there is a mixture with double degree students in the bachelor

55 assignment. There are different assessment forms for these students and Timmer would like to hear the PC's opinion on these forms. The assessment form for the AM/TCS students is based on the AM form, while the assessment form for the AM/APh students is based on the APh form. Manthey mentions that the AM form and the AM/TCS form are almost identical. Timmer says that the bachelor assignment of the AM/TCS students is extended to 15 EC, while the bachelor assignment of AM is only 10 EC.

60 The chairman says that the AM/TCS assessment form actually defines the grade, while the AM/APh form only mentions the weights of the different assessment criteria, which leaves very much room for interpretation. He therefore wonders how one can check properly whether a student has met the assessment criteria and says that the grading is thus very subjective. Furthermore, the chairman notices that learning objective 8 of the AM/APh form has the highest weight, while it is mainly being marked on gut feeling. Timmer remarks that APh insisted that we use this form and that there is little room for negotiation. The chairman says that we could suggest the supervisor from AM to (additionally) use the AM form to substantiate his grade, since currently the way of assessment is not specific enough.

70 The chairman will write an advice on the assessment forms of the bachelor assignments of double programmes, stating that the PC is happy with this way of examination, but feels that in the AM/APh form certain items can be scored in a more substantiated way. **[action Chairman]**

6. Evaluations

- *Module 2 2018-2019 SEQ and panel discussion 2:*

75 Alblas notices that the grading and organization was vague. The chairman adds that announcing the rules has been done too late. The PD is already dealing with this and students will get some repair opportunity. Manthey says that the module-coordinator and the teachers are aware of this. Weedage adds that students complained about the organization, but they had no complaints about the workload.

80 - *Module 3 2018-2019 panel discussion 1:*

There are no remarks on this panel discussion.

- *Module 5 2018-2019 SEQ:*

85 The chairman remarks that module 5 will be different next year, since two lecturers will be replaced. Pranab Mandal will do the tutorials, so he can stay module-coordinator in order to pass his knowledge on to the new teachers.

Weedage asks if it can be made more clear to students that they should fill in the SEQ in English, since many comments in the SEQ are in Dutch. The chairman think that this is due to the amount of Dutch spoken in the previous version of the module, so next year probably more comments will be in English.

90 Weedage notices that there are some complaints about the presentation course and asks if perhaps the "WSV-gelden" could be used to hire a professional to give the presentation course. Timmer answers that this has been discussed in the module team and maybe there will be a guest lecturer.

- *Module 6 2018-2019 SEQ and panel discussion 2:*

95 Timmer notices that some students said the bonus rule was subjective. Ten Klooster replies that this rule was not subjective and that most students appreciated it.

- *Module 7 2018-2019 panel discussion 1:*

There are no remarks on this panel discussion.

- *Module 11 2018-2019 panel discussion 1:*

100 Alblas mentions that the deadlines of the Reflection part were hard to find for students. The chairman says that Canvas has an option to schedule deadlines and he will check after the meeting if the deadline has been published or not.

The M-coordinator notices that students find the organization of Mathematical Optimisation chaotic.

105 Timmer clarifies that the current lecturer is giving the course for the first time, so he still needs to get used to the course. The chairman remarks that there has been an advice on the overlap between Mathematical Optimisation and Continuous Optimisation, so one should make sure the overlap between the two courses is not too large.

7. Practical aspects for Education Site Visit (Visitatie)

110 The chairman says that the PD has sent him the timeline of the Education Site Visit.

The Education Site Visit committee will visit us on 12 July and there will be a test audit on 28 June. The programme will write a critical reflection, which needs to be finished on 8 April. This reflection will be sent to the PC and will be discussed on the 23 April PC meeting. On 8 May, the reflection will be sent to the Executive Board (College van Bestuur).

115 Weedage asks if she is allowed to be involved in this, since she is part of the Education Site Visit committee and might be biased due to being member of the PC. The chairman answers that the PC will hardly be part of the Education Site Visit, so this will not be a problem, but it is up to the programme to select students.

120 **8. Proposed changes in the skills line (document prepared by the Task Force Mathematical Modelling and Programming)**

Timmer says that the Task Force already discussed this document and suggests to shift some parts of the collaboration classes to other modules. Ten Klooster likes that the collaboration moved partly to the first module, but wonders why there are also meetings in the second year. Timmer replies
125 that International Communicator and Collaboration is split to make it more than a one-time experience, so it will recur multiple times in the bachelor. Furthermore, Intercultural Communicator has theoretical and practical parts, which will be made more lively with a guest lecturer. The chairman asks if modules 2 and 3 were too full to fit anything in. Timmer answers that it was best to fit it in the first module and let it recur at the end of the first year.

130 The chairman says that feedback on draft reports is treated in module 4 and wonders how students will develop their writing. Manthey adds that module 2 also concerns writing, but there is no line and it depends on the interest of the supervisor how much attention the writing of the reports get.

Timmer answers that module 4 is more about peer review rather than writing skills. Weedage says that it is good to also have some classes on how to write a report. Alblas adds that there is a good
135 document on this subject. The chairman says that there was such a document for Wiskundig Modelleren 1 and this would also be useful for the current students. Perhaps there could be additional meetings on writing skills in module 4 or 6, since teachers do not give a lot of feedback on reports due to the lack of time.

140 The chairman will write a positive advice on the proposed changes in the skills line with the suggestion to elaborate on the feedback on draft reports and extend it into a writing skills line.
[action Chairman]

145 **9. Language policy EEMCS**

Alblas mentions that this document is a good start for setting up a language policy. Weedage
145 agrees with the document as such. The chairman is against how the document is stated as such. He thinks that it will cause a mean culture and that it will be unworkable as employee. One can enforce to speak English in inclusive situations, like lectures, tutorials and in writing, but one cannot enforce any language outside the classroom. Alblas says that the document states how they want to see the language policy in an ideal situation. Manthey remarks that people should be aware of
150 the problem. Timmer states that the student part creates awareness, which is good, however she does not know how to work with the employee part. The chairman says that the employee part is not about being inclusive or creating awareness, but about being a language police. One should not oblige the English language in certain situations. Manthey mentions that in his first impression he was fine with it, but the more he thinks about it, the more skeptical he becomes. The chairman adds
155 that some things in Dutch cannot be translated to English due to cultural issues.

The chairman will write an advice on the EEMCS language policy, disagreeing with the document as such, although there are elements in it that the PC could foresee to be part of a language policy.
[action Chairman]

160 **10. Mastermath: meeting 5 April 2019**

Weedage notices that the Mastermath minutes are still in Dutch. Alblas adds that the last meeting was held in English, while the minutes have been written in Dutch. The PC finds this remarkable. The chairman mentions that the UT will get the course evaluations from Mastermath next Friday. The courses taught by UT-teachers or followed by UT-students will be selected for being sent to the
165 PC.

Weedage says that students have little to say about Mastermath, so it is difficult to receive feedback from them.

Alblas will attend the Mastermath meeting on 5 April, while the staff members will organise their feedback.

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11. Any other business

Sleurink explains the current situation of the “WSV-gelden”. There is money left over from 2018 and there has been made a list of ideas what to do with the money. Now Sleurink asks the PC for feedback for more ideas. The chairman says that the Faculty Council has a more extensive list of ideas and suggests to select some ideas from that list.

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Sleurink will collect ideas from students and will present these at the next PC meeting. **[action Sleurink]**

12. Questions

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The chairman says he has a question from the PD to the student members. The PD asks if there would be a student with affinity to programming to comment on programming languages used in the bachelor curriculum. Ten Klooster and Weedage suggest Daan Pluijster and Sem Geerts. The chairman will pass these suggestions on to the PD.

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Weedage asks for advice on a Mastermath course, where the homework is graded by a student from Utrecht, who is also following the course himself. Weedage asks if this is allowed. The PC does not know if there are any regulations about this, but this is close to conflict of interest and certainly is not ethical. The chairman remarks that students can always ask for a second opinion on the homework. He suggests to send a complaint about this, perhaps with a group of students.

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13. Closure

The meeting closes at 17:17 hrs.

Actions

Nr	Description	Meeting	Responsible
323	Write an advice on the assessment forms of the bachelor assignments of double programmes, stating that the PC is happy with this way of examination, but feels that in the AM/APh form certain items can be scored in a more substantiated way	12/3/2019	Chairman
324	Write a positive advice on the proposed changes in the skills line with the suggestion to elaborate on the feedback on draft reports and extend it into a writing skills line	12/3/2019	Chairman
325	Write an advice on the EEMCS language policy, disagreeing with the document as such, although there are elements in it that the PC could see in a language policy	12/3/2019	Chairman
326	Collect ideas from students for the goal of the "WSV-gelden"	12/3/2019	Sleurink

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Advices and correspondence

Nr	Description

Points of attention

Nr	Description