

DATE

1 October 2019

OUR REFERENCE

EWI19/BOZ/8800/LvdP

## Minutes 154<sup>th</sup> PC-AM (OLC-TW)-meeting Tuesday 4 June 2019, 15:45 hrs.

- 5 *present:* Hil Meijer (chairman, until 17:05 hrs.), Bodo Manthey, Gjerrit Meinsma (from 15:47 hrs.), Judith Timmer, Dieuwertje Alblas, Femke Boelens, Linda ten Klooster, Lotte Weedage, Jan Schut (M-coordinator), Jan Willem Polderman (PD, from 15:49 hrs.), Justus Sleurink (educational officer Abacus) and Lennard van der Putten (writing minutes)
- 10 **1. Opening**  
The chairman opens the meeting at 15:45 hrs.
- 2. Minutes 153<sup>rd</sup> meeting 23 April 2019**  
- *Textual corrections:*  
15 The minutes are approved without textual corrections.  
  
- *In response to the points raised in the minutes:*  
There are no remarks in response to the minutes.  
  
20 - *Actions:*  
326: Sleurink says that the list has not been adapted compared to last time and that the list items need to be formulated in a “SMART” way. He is not sure how to continue with the action point. The chairman emphasises that this issue is more important for students than for staff, so it is wise to let students write the list of ideas. Sleurink will formulate the list of ideas for the ‘WSV-gelden’ with the help of Ten Klooster and Boelens before July. Action remains on the list, Ten Klooster and Boelens will be added to the action point. **[action Sleurink, Ten Klooster and Boelens]**  
25 327: Action remains on the list.  
328, 329 and 330: Done, to be removed from the list.
- 30 **3. Advices/correspondence**  
Sleurink mentions that the Deep Learning exam still has not been graded. The chairman heard from the teacher that the exams have been graded, perhaps the grades have not been registered yet. If the exams have not been graded yet, the grades will not come until at least mid-June, since the teacher currently is abroad. The M-coordinator mentions that the grade is important for several students, due to the admission requirements for their internship. The PD tells that he discussed this with the lecturer already in May. The chairman adds that he does not have much formal resources to cope with this issue. The PD and the chairman will discuss internally how to cope with this.
- 35 **4. Announcements**  
40 The PD says that the Critical Reflections for the site visit on 12 July are finished.
- 5. Bachelor Teaching and Examination Regulation (OER) 2019-2020**  
- *Guideline and Model TER Bachelor Programmes (Richtlijn en Model OER Bacheloropleidingen):*  
45 \* *p. 15, item 4.2.2.c:* Manthey asks if the number of EC’s and the weighting factors (“weegfactoren”) mean the same, i.e. if it is formulated in duplicate. The PD says that the number of EC’s stand for a certain amount of time spent on the material, while the weighting factors do not necessarily correspond with the amount of time spent.  
\* *p. 16, item 4.5.1.a:* Manthey asks why it says “publieke afstudeercolloquia”, since graduation colloquia are always publicly accessible. The chairman says that perhaps in other programmes these colloquia are not public. The PD adds that it is equivalent to graduation theses, since these are usually publicly accessible, but sometimes are (partially) inaccessible due to confidentiality.  
50 \* *p. 22, footnote 17:* Meinsma wonders if this footnote contributes anything to the subject. Manthey thinks that the example in the footnote is not general enough to provide some insight. Meinsma

55 thinks that they mean that it is allowed to have a requirement that a student has passed everything but one course. The chairman confirms this.

- *Programme Annex to the TER Bachelor AM:*

60 \* *p. 24, table 1, modules 1 and 3:* The chairman notices that the number of EC's has been changed in modules 1 and 3 without notice. The PD clarifies that the change in module 1 is purely cosmetic and nothing changes in content. The change in module 3 is indeed a curriculum modification, since the Presentation Skills course is reduced to 2 EC, but has not yet been explicitly approved. The proposal is to use the remaining 1 EC for programming with Mathematica in addition to Analytical Programming. The chairman says that there should be an advice on this curriculum change, since currently there is no explanation for this change. Procedurally this is not how it should be, so some proposal for the module must come up. The PD says that there is no time to come up with an advice before the TER needs to be approved, so the shift of EC's needs to be reversed if the PC does not approve. The chairman suggests to have a module description approved in the upcoming semester, before the module starts. Meinsma asks if it is allowed to shift EC's when the TER is already approved. The PD replies that it could be approved before 1 September, but afterwards the TER is leading. The PD says he could ask Mike Boldy to extend the Mathematica-practicals by 1 EC. There used to be a version with one additional EC, but this was taught together with APh. Ten Klooster mentions that she followed some Mathematica-course which was taught only to AM, due to the curriculum shift at APh. The chairman suggests to start with the material of this version, unless some new idea will be submitted to the PC. The PD will discuss the construction of the Mathematica-part with Mike Boldy. **[action PD]**

75 \* *p. 24, table 1, module 1:* Meinsma says that the ampersand after the word "Project" should be replaced by a colon.

\* *p. 24, table 1, module 4:* Weedage asks which form is correct: "Transforms" or "Transformations". Meinsma replies that both forms are correct.

80 \* *p. 34, section 2:* Ten Klooster notices that the number of EC's in quartile 1 does not add up to 22 EC, but to 21 EC. Therefore the total sum of EC's in the first year is also incorrect.

\* *p. 21, section 4.1:* Manthey asks if section 4.1 is still necessary. The PD says it is, since there are still students of cohort 2009 or earlier.

85 \* *p. 23, section 4.3.1:* Meinsma asks if the Intercultural Communicator workshop is not covered by the 15 EC of module 1. The PD says that this is a transitional arrangement, so the requirements are different than they used to be. Timmer adds that the Collaboration-part has also been split up, which is not mentioned here. The chairman clarifies that the information in this section is correct and that each case will be settled individually.

90 \* *p. 23, section 4.3.5:* Weedage notices that the pass of Presentation Skills remains valid indefinitely, while this is no longer the case. The PD clarifies that the module except for presentation skills is coherent, but this regulation should be kept for students of cohort 2017 and earlier. Manthey suggests to rephrase "who passed Presentation Skills" to "who passed all parts except Presentation Skills", since it is a bit confusing how it is currently stated.

95 \* *p. 11, section 2.4:* Meinsma thinks that the third bullet item is vaguely formulated, even though it has been reformulated already. The chairman suggests to add the phrase "and working together" after the word "group".

As a general remark, the PD says that, since we do not have a B-coordinator currently, Weedage has cleaned up the TER and he would like to thank her for her efforts.

100 The chairman will write a positive advice on the Bachelor TER 2019-2020 regarding the comments stated above. **[action Chairman]**

## 6. Regulation combined master programme

The M-coordinator mentions that the proposal comes from Applied Physics.

105 Alblas notices that more AM courses are compulsory compared to the APh courses. Therefore, students can profile themselves more at APh compared to AM. The PD says that the law does not say that the total of EC's needs to be 180, the most important thing is that both curricula are covered. Weedage mentions that the most important issues are mentioned in appendix A. The contents of appendix A are satisfactory for the PC. The PD says that the example programme looks

110 fine. The PC accepts the document for notification.

## 7. Evaluations

### - Module 3 2018-2019 panel discussion 2:

115 The chairman says that there needs to be a reaction from the teacher on the documents. The chairman will ask the teacher for a response. **[action Chairman]**  
Chairman leaves at 17.00.

120 Weedage notices that the module has been rated much more negative by AM-students compared to APh-students. Ten Klooster says that the module is taught in a very physics way. The PD mentions that the module is rated much more negative than previous years. Meinsma says that is could also depend on this year's students, since the grades in module 4 are also quite low this year. Alblas asks why the number of setups has been reduced compared to previous years. The PD replies that this is due to the lack of capacity.

### - Module 4 2018-2019 panel discussion 1:

125 There are no remarks on this panel discussion.

### - Module 8 2018-2019 panel discussion 1:

Ten Klooster notices that there was too little time for the project.

### - Module 11 2018-2019 panel discussion 2:

130 Weedage mentions that the Canvas-site of the Reflection-course is chaotic. Alblas thinks this is strange, since the Canvas-site of the Pioneers-course, which is being taught by the same teacher, is good. Meinsma notices that the RSF exam is still not graded. Boelens says that the exam has been graded in the meantime.

135 Boelens mentions that the Reflection-course is divided in two parts, namely History and Philosophy, both weighing equally for the final grade. However, the workload for the Philosophy-part is much greater than the workload for the History-part. The chairman will ask the teacher why the workload is so skewedly distributed. **[action Chairman]**

### - Module 12 2018-2019 panel discussion 1:

140 There are no remarks on this panel discussion.

## 8. Mastermath

145 These documents are acknowledged. Alblas mentions that the minutes are still messy.

## 9. Membership PC-AM

150 The chairman mentions that he and Timmer have not been officially reappointed and asks if their memberships will be implicitly extended. The PD says it needs to be checked if there is a maximum duration of one's membership. The PD and the chairman will examine this. **[action Chairman and PD]**

Boelens and Alblas announce that they will resign from the PC. Ten Klooster will resign as well, but will attend next year's meetings as representative for Abacus.

## 10. Any other business

155 There are no items raised by the attendees.

## 11. Questions

There are no questions.

## 12. Closure

160 The meeting closes at 17:17 hrs.

## Actions

Nr	Description	Meeting	Responsible
326	Collect ideas from students for the goal of the "WSV-gelden"	12/3/2019	Sleurink + Boelens + ten Klooster
327	Discuss with Cynthia Souren if the master course questionnaires can be sent after the exam instead of before	23/4/2019	PD
331	Discuss the construction of the Mathematica practicals with Mike Boldy	4/6/2019	PD
332	Write a positive advice on the Bachelor TER 2019-2020 regarding the comments stated below	4/6/2019	Chairman
333	Inquire if there is a maximum duration of one's PC membership	4/6/2019	Chairman + PD
334	Ask the coordinator of module 3 for a response on the evaluation	4/6/2019	Chairman
335	Inquire about the skewed workload distribution in the Reflection-course in module 11	4/6/2019	Chairman

## Advices and correspondence

Nr	Description

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## Points of attention

Nr	Description