UNIVERSITEIT TWENTE.

FACULTY OF ELECTRICAL ENGINEERING, MATHEMATICS AND COMPUTER SCIENCE

Minutes
155th PC-AM (OLC-TW)-meeting
Tuesday 1 October 2019, 15:45 hrs.
Ravelijn 3411

present: Hil Meijer, Gjerrit Meinsma, Lotte Weedage, Aleida Braaksma (from 15:51), Judith Timmer (B-coordinator), Bodo Manthey (until 16:42), Jan Willem Polderman (PD), Linda ten Klooster, Sem Geerts, Lavinia Lanting and Ginnie Renz (writing minutes).
Absent with notice: Jan Schut (M-coordinator)

1. **Opening**
   The chairman opens the meeting at 15:48 hrs.

2. **Minutes 154th meeting 4 June 2019**
   - *Textual corrections:* [correction, chairman **AP**]
      page 1 line 22 : 'smart' should be formulated with capitals;
      page 1 line 25 : June 20 was the deadline for this action point, should be added to the minutes;
      page 1 line 35 : just before it says that the chairman and Polderman will talk to the lecturer to deal with this, it does not mention that they already tried;
      page 1 line 50: closed audience change to not public;
      page 2 line 62: it was not explicitly mentioned anywhere before;
      Page 2 line 62: Mathematica course, there was nothing to split;
      Page 2 line 73: it wasn't 2 EC course, Linda ten Klooster said she followed a Mathematica course; change 2 EC to a;
      Page 2 line 91: the module is coherent except for Presentation Skills;
      Page 3 line 115: somewhere in this discussion the chairman left the meeting and the minutes don't say so;
      Page 3 line 144: acknowledged instead of accepted;
   - *In response to the points raised in the minutes:*
      .
   - *Actions:*
      326: the list came, and it has been discussed by the faculty board, but now should be put on the agenda [**AP** chairman]; to be removed from the list;
      327: an email has been sent, but there is no response yet; to be removed from the AP list;
      331, 332 done and to be removed from the list;
      333: in the faculty rules it say a year for students, two for staff, but there is no maximum, and it can always be renewed; done and to be removed from the list;
      334: the response from the module coordinator when asked: a low number of students complaining vs. a large number of happy students, so he was not going to take this into account. There are very few math students that filled in the questionnaire. Linda and Lotte suggest to move the panel meeting to the last week of the module [week 10], so that the module coordinator can be present during the panel meeting to be removed from the AP list. Arrange date of the panel meeting for module 3 [B-AM coordinator **AP**]
      335: the chairman wasn't there during the discussion last meeting and therefore didn't do that;

3. **Advices/correspondence**
   - *Advice on the TER 2019-2020 for the Bachelor AM (152)*
      There are no remarks on the advice.

4. **Announcements**
   - Training for starting PC-members

Braaksma went to the training. Content was nice, but both English and presentation skills could have been better. Tasks, legal part and some exercises were presented. There were around 20 people and most of them were students. Manthey intended to go there, but he had to cancel.

55 The chairman suggests to schedule PC-AM meetings earlier next year (1st of October is too late), because then a PC training can be attended by members of this PC as well. The chairman and PD suggest to organize a small training for the PC-AM committee specifically. Everyone agrees. [chairman **AP**]
- Annual Report Programme Committee Applied Mathematics 2018-2019

60 Chairman says he has 90% of this written. It has to be handed in before November. Chairman suggests a lunch meeting late October to discuss this. Weedage says she's available only on Tuesday or Thursday. [chairman **AP** – to text Mirande]
- Bylaws document (reglement voor zaken van huishoudelijke aard)
Has to be ready before November as well.

65 Ideas: how the committee agrees on certain issues, e.g. by majority vote, how it appoints new members, how it distributes action points or minutes, and other arrangements. This will also be discussed during the lunch meeting.

5. Study programme B-AM 2019-2020
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- **Corrections in TER B-AM 2019-2020**
After the TER was approved some textual mistakes have been noticed. It has been corrected and acknowledged.
- **Mathematica for AM students in Module 3**
75 Weedage thinks it is necessary that there is a good Mathematica course. She's not sure about the workload in comparison to the amount of EC (2 EC). Lanting would prefer teachers to show some ways to apply Mathematica to the project, because last year after the Mathematica course was done everyone went back to Matlab. Last year students had the feeling they had to learn the notebooks from the practicals by heart. In conclusion, Lanting likes the changes.
80 Geerts finds the idea of having an introduction to Mathematica good. Weedage says that maybe by doing more, the basics can become natural. Ten Klooster questions why the notebooks don't have to be submitted. It would be nice to have the work of students checked without grading before exam. The chairman concludes the PC is not against this proposal, but would like to see a new version with two improvements:
85 a. Individual checks to have a learning curve.
b. Deeper part on Electromagnetism.

The PD says it is not up to this programme to have this change b. The chairman replies that this should be mentioned anyway.
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6. AM Module 5 description 2019

The document contains the description of Module 5, including the subject Prooflab Revisited. The subject International Communicator II (theory) will be in effect this academic year.
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Judith Timmer points out that *International Communicator* is going to be called *Intercultural Communicator* and in addition it is not part of this module. PD says that next year it will become a part of the module.
Chairman questions usage of 'exams are compulsory' and suggests to remove that. Lanting points out that the number of hours in table in point 7 is incorrect.
100

[chairman **AP**]- to figure out what has changed and what the PC is supposed to do with that. It will be done before the lunch meeting.

105 Manthey leaves at 16:42 hrs.

7. First draft of the AM TOM 2.0 curriculum

110   Next academic year the TER will change and it will influence the rules for modules. The definition of an educational unit will change. Now each quartile is 15 EC and this rule is being changed. A chart with the desired curriculum had to be designed so that Pieter Rotteveel, the project leader of TOM 2.0, has an impression what functionality OSIRIS should have. An ad-hoc committee has been created consisting of: Geerts, Lanting, Meijer, Timmer, Mandal and PD.

115   First meeting results: while thinking about the idea to cut modules into smaller educational units, it has been also realized that there are some learning lines. For example, if you want to do Analysis 2, you need Analysis 1. Therefore, they realized that cutting modules into smaller pieces is not that easy. In fact, rather undesirable.

For the second meeting a proposal with a few changes in some modules was presented by the PD,
120   based on the discussion during the first meeting. The only coherent modules, that will consist of more than one educational unit, are modules 3 and 5. The remaining modules (1,2,4,6,7,8) are now fully integrated. It means that these are still 15 EC, which you get if you pass the module. Weedage points out that modules 11 and 12 are also only coherent. The PD says the committee only looked at Modules 1-8.

125   Module 3 consists of an educational unit of 10 EC, Presentation skills and Project are separate units and worth 2 and 3 EC, respectively. It has to do with the capacity of the practical rooms. Once one has passed the project, she or he doesn't have to redo it in the following years, even if that person wouldn't pass the module.

Module 5 consists of a Statistics part worth 8 EC, Prooflab revisited is 2EC and Analysis 2 is 5 EC.
130

The status of this document is what the desired programme looks like. Now, the specification for AM for Osiris should be clear.

Weedage asks about minor students. The PD explains that they have to pass the entire module,
135   but at the same time points out that giving ECs is up to the programme the minor-student follows. Chairman points out there is no proper definition of an integrated module. He is concerned that may be problematic. It would be good if the exam policy would explicitly mention why the module is integrated. The PD responds that there is no definition for an integrated module. The chairman says that he agrees with the design of the committee, but also suggests to write a policy about it.
140   The PD replies that written policy won't help.

Lanting sees that a bigger issue is with shared modules than with unequal treatment, when it comes to not-AM-students. Because there are some pre-master students that just don't take some subjects from a module (for example Analysis 2 from module 5), simply because those students don't have basics.

145   Weedage asks about compensation rules and Polderman says that they will remain the same.

This topic will be discussed more throughout the year.

8. Evaluation:
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  - Module 7 2018-2019 Panel discussion 2

Meinsma says that the evaluation first states that most students are happy with Python, but later it says that many students only did the theoretical part of the project and it is sort of conflicting. The PD says that is one of the reasons he would like Python to be introduced in
155   earlier modules. Weedage and ten Klooster say that current introduction to Python is good, but then in the project the lack of experience, in comparison to TCS students, is visible.

The chairman points out that one learning goal has been dropped and asks if that may have influenced the project situation. Ten Klooster says that it has nothing to do with the fact that mathematics students don't have experience with Python. Chairman asks if there is enough
160   mathematics in the project, PD assures that there is. The chairman mentions the PC wanted the change in learning goals to be evaluated. [chairman asks module coordinator 7 - **AP**]

9. Mastermath:

165   - Next Mastermath meeting on 11 October 2019

Members of the programme committee haven't been notified as the chairman and the registrar forgot to forward this. Therefore, no members can attend the meeting in Utrecht. Lotte says that last year she tried to get an opinion from master students about Mastermath, but they don't really have any. Chairman will inform Mastermath that the UT-AM-PC won't be present.

170

10. Any other business

175
- Timmer talked to Tracy Craig about an assignment for intercultural communicator. The idea is to experience intercultural differences. Tracy finds it problematic to force students to go outside the class. They wonder if the PC should discuss. [chairman will talk to Craig – **AP**]

- Meinsma has noticed that his recorded lectures are sourced outside the UT and asks whether there is a university rule that all recordings should be password protected. PD explains that a
180   lecturer can choose.

- PD has an announcement about a result of educational audit. On July 12th, there was an audit committee and the bachelor and master programme were assessed on four subjects (standards). The results were that all standards were satisfactory, except standard 2 for
185   bachelor, which was qualified as good. He explains that satisfactory means that everything is good and only in the case an aspect stands out in comparison to other programmes, a 'good' is given.

11. Questions

190
There are no questions.

12. Closure

195   The chairman closes the meeting at 17:23 hrs.

Actions

Nr	Description	Meeting	Responsible
335	Inquire about the skewed workload distribution in the Reflection-course in module 11.	4/6/2019	Chairman
336	Correction minutes 154th meeting.	01/10/2019	Chairman
337	Schedule the actions/outcome for the "WSV-gelden" as an agenda point.	01/10/2019	Chairman
338	To discuss the date of the panel meeting for module 3 so that the module-coordinator can join.	01/10/2019	B-AM coordinator
339	Arrange PC training.	01/10/2019	Chairman
340	To text Mirande about lunch meeting in late October to discuss documents that have to be handed in before November (Lotte pointed she cannot attend if it's on Tuesday or Thursday).	01/10/2019	Chairman
341	To ask module coordinator what has changed in the module 5 description.	01/10/2019	Chairman
342	To ask module coordinator of module 7 about evaluation of project and involvement of AM-students after dropping learning goal.	01/10/2019	Chairman
343	Discuss with Tracy Craig about the intercultural communication assignment.	01/10/2019	Chairman

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DATE
17 October 2019

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EWI19/BOZ/8917/GR

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Advices and correspondence

Nr	Description

200

Points of attention

Nr	Description