

DATE

8 December 2017

OUR REFERENCE

EWI17/BOZ/5746/LvdP

Minutes 143rd PC-AM (OLC-TW)-meeting Tuesday 28 November 2017, 15:45 hrs.

5 *present:* Hil Meijer (chairman), Peter Dickinson, Gjerrit Meinsma, Judith Timmer, Dieuwertje Alblas, Femke Boelens, Douwe Hut, Mariya Karlashchuk (educational officer Abacus and replaces Lotte Weedage), Yael Veenstra-Konzizky (B-coordinator), Marloes van Grinsven (M-coordinator) and Lennard van der Putten (writing minutes)

10 *absent with notice:* Jan Willem Polderman (PD), Lotte Weedage

1. Opening

The chairman opens the meeting at 15:47 hrs.

2. Minutes 142nd meeting 3 October 2017

15 - *Textual corrections:*

p. 1, l. 32: "double study" should be replaced by "double degree".

p. 2, l. 71: the word "it" should be removed.

p. 2, l. 98: "solve" should be replaced by "solved".

The minutes are approved with the above textual corrections.

20 - *In response to the points raised in the minutes:*

p. 2, l. 56-59: The chairman went to the information session on quality assurance. There were three workshops, but the goals of these workshops were not clear. Also the conclusion of the session was missing. The chairman will ask about the outcome of this session. **[action Chairman]**

25 - *Actions:*

239: The text of the course description has been sent to the PC. To be removed from the list.

240: The panel evaluations have improved and they are more constructive than before. To be removed from the list.

257, 258, 259 and 265: done, to be removed from the list.

30 260: All staff members have received an e-mail on submitting grades to Osiris. To be removed from the list.

261: The chairman has spoken with the teacher of Linear Optimisation and the PC's remarks are taken into account. To be removed from the list.

262: This will be done in January. Action remains on the list.

35 263: The PD wants to install a committee to think about the redesign of the first five modules of the bachelor programme. The new design of the schedule should be finished about one year in advance, so there is being worked on at this moment. Action remains on the list.

264: Dickinson says that the overlap between the elective bachelor course Mathematical Optimisation and the compulsory master course Continuous Optimisation is approximately 35%.

40 Hut mentions that the material of the first couple of CO lectures is already known from MO.

Dickinson says that MO is the only course on optimisation in the bachelor, apart from a (small) part of Linear Optimisation, so the course cannot be scrapped from the programme. CO cannot be changed since it is a national course and in order to change MO, a lot of effort needs to be done. The chairman will write a letter to the PD that this situation needs to be examined. **[action**

45 **Chairman]**

- *Advices and correspondence:*

3. Announcements

50 There are no announcements.

4. Matrix of options join-in minors 2nd semester 2017-2018

Ideally students follow their minor during fall, but now there are join-in minors opened up in the second semester. The "TW" column in the matrix needs to be renamed to "AM".

- 55 Meinsma asks why the light grey minors are not accessible. The chairman clarifies that this is probably due to the lack of space or resources for large groups of students.
Karlashchuk mentions that some minors require knowledge of for example mechanics. How can students obtain this knowledge? The chairman says that this is meant as a warning that it will be difficult when a student does not have this prior knowledge, but it is doable if the student really wants to do this minor.
- 60 Meinsma asks if the programme gets feedback from AM students about the minor. The chairman responds that the programme does not get feedback about the minors, but it is desirable to get feedback. Also the programme does not make an inventory of which minors the AM students choose. The chairman will write an advice to make such an inventory. **[action Chairman]**
- 65 **5. Course description internship 191508209**
Meinsma thinks that the learning goals are formulated quite detailed and therefore quite long. Some things are mentioned multiple times. Karlashchuk mentions that master students complain that the available information on the internship is unclear, so they do not know what to do.
70 Meinsma likes to see the word “negotiate” replaced by “discuss” or “explore” in the third sentence of the paragraph “Discussions with your supervisor”. The PC agrees. Furthermore, since the Osiris description needs to be formal and informative, the PC rather sees the NASA-joke in the paragraph “Options for an internship” to be removed. The chairman will write a positive advice on the course description with notion of the above remarks. **[action Chairman]**
- 75 **6. Evaluation**
- Module 12 2016-2017 panel discussion 2:
Timmer mentions that the deadline for students to hand in a proposal for their own bachelor assignment is the same as the deadline for chairs to hand in their assignments. Students would like the UT assignments to be available before they need to hand in their own assignment proposal, in order to get some inspiration for their own assignment. The chairman suggests to keep both
80 deadlines the same, but to publish some sample assignments from previous years, since it is only meant for inspiration. This way, students get a good idea of what is being expected from them and the chairs do not have to hand in their assignments earlier. The PC thinks that this is a good idea.
- 85 **7. Mastermath**
- Minutes meeting 13 October 2017
Hut went to the Mastermath meeting on 13 October. He says that there were fewer universities represented than expected. During the meeting, the idea came up to also invite staff members of the PC’s. The next Mastermath meeting will be on Friday 13 April. The course evaluations of the fall
90 courses will be sent on 26 March. Since there is no PC meeting between 26 March and 13 April, the chairman will ask the PD if the PC meeting on 24 April can be shifted. **[action Chairman]**
The chairman mentions that the minutes contain a lot of hardly constructive remarks on teachers and therefore the teachers will not like these minutes at all. Mastermath needs to be advised to write the minutes differently, since it concerns a public document. Hut says that only bad points are
95 mentioned during the meeting.
- Quality manual (Kwaliteitshandboek) Mastermath
The quality manual is for information purposes only. The PC thinks the document looks fine, so the chairman will let Mastermath know that the PC accepts the manual. **[action Chairman]**
- 100 **8. Wet Versterking Bestuurskracht**
In short, the PC will have a vote on particular parts of the teaching regulations instead of only having an advising role. The PC may decide about the TER and the PC needs to make an annual report. The chairman mentions that this is purely meant for reflecting on how the PC does its job, so there is no need for a structural change in the course of action of the PC.
- 105 **9. Any other business**
There are no other points brought up by the meeting attendees.
- 110 **10. Questions**
There are no questions.

11. Closure

The meeting closes at 16:55 hrs.

115

Actions

Nr	Description	Meeting	Responsible
262	Discuss the group layout of module 3 with Lilian Spijker	3/10/2017	B-coordinator
263	Inquire for future plans for modules 3 and 4, now AP has retracted from module 4	3/10/2017	Chairman
266	Ask about the outcome of the information session on quality assurance within the faculty EEMCS	28/11/2017	Chairman
267	Write a letter to the PD on restructuring the Mathematical Optimisation course due to the notable overlap with Continuous Optimisation	28/11/2017	Chairman
268	Write an advice on the join-in minors in the second semester with the remark that the programme should make an inventory on the student's choices of minors	28/11/2017	Chairman
269	Write a positive advice on the course description of the internship with notion of some textual remarks	28/11/2017	Chairman
270	Ask the PD whether the meeting on 24 April can be shifted due to the next Mastermath meeting on 13 April	28/11/2017	Chairman
271	Send an e-mail to Mastermath that the PC accepts their quality manual	28/11/2017	Chairman

Advices and correspondence

Nr	Description
122	Restructuring Mathematical and Continuous Optimisation (MO/CO) (6741)
123	Join-in Minors (6742)
124	Course description Internship 191508209 (6743)

Points of attention

Nr	Description

120