

# UNIVERSITEIT TWENTE.

FACULTY ELECTRICAL ENGINEERING, MATHEMATICS AND COMPUTER SCIENCE

DATE: 02 MARCH 2021

OURREF: EEMCS21/BOZ/10245/KR

## Minutes 166<sup>th</sup> PC-AM (OLC-TW)-meeting Tuesday 2 March 2021, 15:45 – 17:15 hr. TEAMS meeting

5 *Present:* Hil Meijer (chairman), Bodo Manthey, Gjerrit Meinsma, Frederic Schuller (until 16:58),  
Anouk Beursgens, Lavinia Lanting, Linda ten Klooster, Lisa van Dissel, Sem Geerts, Pranab  
Mandal (Programme Director), Jan Schut (M-Coordinator), Judith Timmer (B-  
Coordinator) (until 17:20), Ginnie Renz (making minutes)

*Absent:*

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### 1. Opening

The chairman opens the meeting at 15:46. The item Capita Selecta Statistics that has arrived late will be discussed after point 7 (Pass / fail regulations AM-TCS).

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### 2. Minutes 165<sup>th</sup> meeting 19 January 2020

Line 40: typo, coordinator

Line 56-57: to add that there was one on-campus extra session, but this will not be organised anymore.

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Meinsma points out that in the minutes of the 165<sup>th</sup> meeting from 19 January 2020, there is a point *Quality agreements / WSV-money* which was not discussed during that meeting and was postponed to be addressed in this meeting ; however, it is not on the agenda. The chairman also mentions a request for a reaction of the PC on this document. He suggests that students take a look at the documents and create a response with his help. Ten Klooster and Geerts will look into the documents sent in this matter to create a response.

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**[AP Ten Klooster, Geerts, Chairman: To look into the documents about WSV money.]**

### Action Points:

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378: to remain on the list

380: to remain on the list

382a: done and to be removed from the list

385: done and to be removed from the list

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386: Change to 386a: "To talk to the people responsible for organising the evaluation panels."

387: to remain on the list

388: done and to be removed from the list

389: to remain on the list

390: done and to be removed from the list

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391: done and to be removed from the list

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382a: This year, the Capita Selecta will be the course given as a replacement for the Optimal Transport. This course was already a replacement for another course that was replacing Statistical Learning but for the coming years it is planned to give the course Statistical Learning again.

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386: The Programme Director has talked to Mirande van der Kooij and now knows the name of people organising the evaluation panels.

50 **3. Advices / correspondence**

- Mail from Programme Director: responses from teachers to evaluation Spatial Statistics Ten Klooster notices the teachers now thought about their response and have put some effort into it. She points out that in the reaction of teachers of Spatial Statistics, it is specified that teachers will make sure the feedback on the assignments is done within specific time  
55 constraints. She wonders if the lecturers should be urged to provide the feedback before the exams. The Programme Director and chairman think it is not necessary to do so, and it may be difficult for teachers to grade the last assignment before the exam. The PC is satisfied with this response.

60 - Mastermath meeting on 9 April 2021  
Geerts will attend this meeting, and Manthey too as director of Mastermath.

**4. Announcements**

The Programme Director announces that online surveillance for the exams is being discussed. He stresses that this is not a permanent solution for online examination. There  
65 are two types of online surveillance. One of them, Proctorio, in combination with the use of Remindo, will be available soon. It is a special environment where students need to type in their entire solutions, which is not ideal for Applied Mathematics as it is difficult to write math exams in such a way. The exams will be recorded, and afterwards, there will be a reviewer who will monitor students' behaviour.

70 The other type of online surveillance is Zoom Surveillance. The Programme Director explains this is like a regular exam surveillance, the difference being on a video instead of sitting in an exam hall. This type of online surveillance is not going to be recorded. It has been decided that there should be one person to observe 25 students at the same time. This policy is not ready at this time.

75 Geerts asks whether the Programme Committee has a say in the way these policies are implemented or it is just to inform. The Programme Director explains it is only to inform. He further explains that if a student does not want to participate in such online surveillance, they must wait until the exam on campus is organised. Geerts explains that in his opinion, the Zoom Surveillance seems better as there is no recording, and he does not think it is  
80 convenient for a teacher to look through every video and look for strange behaviour. The Programme Director explains that the recorded videos during the first type of online surveillance would be deleted soon after a reviewer watches them.

Ten Klooster asks how this is communicated to the students. The Programme Director responds that this is the teacher's task, and if online surveillance with Remindo is  
85 implemented for the exam, a practice exam is required. However, he points out that it is not likely that the AM programme will be using this type of online surveillance.

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The Programme Director explains the option of Proctorio with Remindo is planned to be available from week 7 while the option using Zoom in week 9 or 10 of this quartile (Q3).

90 Beurgens points out that if a student declines to participate in such an exam, they may have quite a study delay. The Programme Director explains that he is looking into this. The chairman agrees that a year-long delay may be caused if a student declines to participate in such an exam. He says that if a student's reason to refuse is privacy, it is a valid reason for the student to ask the programme for a solution. Manthey points out that the university has many rooms that could be used by a student that decides to refuse to participate in an  
95 online exam with online surveillance. The chairman supports this idea. The Programme Director explains he is not aware of any solutions created for such a situation at this time.

100 Lanting mentions that when online surveillance is implemented, it may happen that some students do not have a specific university account. When monitored, also private activity is observed. The Programme Director explains that the usage of Proctorio is different. He explains that this program only allows students to use the university website with Remindo and that the rest is not possible.

105 The chairman suggests that the Programme Director explicitly informs students that they can decline to participate in an online exam with surveillance and to try to arrange rooms at the university where students could take their exam. The Programme Director explains that this is a university policy. Beurgens agrees that once this is implemented for the AM programme, it is important that an email from the Programme Director is sent to all students. She agrees that this email should mention that students can decline participation in an online exam with online surveillance.

110 **[AP Chairperson:** To write a message to the management team that the Programme Committee wants the information about privacy in the zoom surveillance to be clearly communicated to the students.]

115 The Programme Director makes another announcement about the numbers of freshmen in this academic year. The first-year dropouts are incredibly high. 63 students have started with AM program, but only 28-30 students (at most) have a possibility to go the second year. Usually, around 60% goes to the second year. The chairman suggests discussing this again in point 5, about the evaluation of module 2.

120 The Programme Director makes the last announcement that there will be additional resits for Analysis I and Linear Structure II in the summer for first-year students who have passed at least one of the following courses: Linear Structure I, Linear Structure II and Analysis I. An extra (covid) resit has been already organised for Linear Structure I, and therefore it will not be organised again in the summer.

### 5. Evaluations modules 2020-2021

- Module 6: Dynamical Systems:
  - 125 i) Panel report 1
  - ii) Panel report 2

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## iii) SEQ results

There are no remarks based on the panel evaluations and SEQ results of module 6.

### - Module 2: Mathematical Proof Techniques:

#### i) SEQ results

130 The chairman points out that the SEQ results reflect that the workload was barely doable and that many students did not attend tutorials. Van Dissel says that she remembers from the previous year that the workload is difficult to handle in module 2. She was only attending course Analysis I this quartile, and she noted many students attending these tutorials.

135 The Programme Director points out that some tutorials were organised on campus for a short while in module 2. Being the teacher for Analysis I, he recalls that students have actively attended on-campus tutorials for this course.

140 Beurgens explains that a first-year student with whom she talked about module 2 said that many students at first visited the tutorials for Linear Structures II, but students had to wait for a long time before they could ask their question. Furthermore, the student thought that the answers students received to their questions were on a bit too high level for them. They appreciated the student assistants' responses in course Linear Structures I more. The student indicated that the difference was that student assistants answered the questions more at the students' level. At the same time, the teacher explanation for Linear Structures II was complicated for students to understand. Altogether, that seemed the cause that fewer students showed up to the following tutorials and therefore there were also fewer TA's, and because of that, fewer students showed up, and so on.

145 The chairman recalls his conversation about contacting supervisors for the project. He says that some groups of students contacted their supervisors very late. He also recognises the same problem in module 6. He points out that organising the education pro-actively keeps students motivated; otherwise, it is too easy to disconnect. Other members of the PC-AM agree.

155 Lanting points out that sometimes even if teachers are very pro-active, it does not always work for students. She recalls that during module 1, the teacher for Linear Structures I was very pro-active and organised tutors for project supervision who were also very pro-active. Yet, in some cases, it was not enough to reach students. The chairman recognises this and says that it is the organisation that may cause some students to disconnect and that this is worrisome. He does not see any solution other than having small groups of students created to meet every (other) week to discuss students' well-being.

160 The chairman summarises the discussion as follows. The chairman will talk to the module coordinator of module 2 about the schedule, as perhaps there is a way to improve the

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workload. He also will suggest that students make contact with their supervisors/tutors very early in the module.

165 **[AP Chairperson:** To discuss with the module 2 coordinator schedule and suggest that students make contact with supervisors/tutors early in the module.]

Lanting recalls that for first-year students , a meeting with their mentor has been organised to discuss students' well-being. She suggests that if it is impossible to arrange a meeting with the supervisors early in the module, perhaps organising a meeting with the tutor on a more regular basis would be a solution.

## 170 6. Master evaluations

- Mail from Beursgens

175 The Master Coordinator has asked Beursgens to highlight some problems that were discussed in a meeting with students. She came up with the four points presented in her email. The first one is about on-campus vs online examination, which is not very clear to most students. This issue has been discussed during this meeting. Another one is that amount of EC's is not always representative of the workload for some course. This was mainly with the course Applied Functional Analysis, and she has already contacted the teacher about this. Furthermore, the Markov Decision Theory exam was not very mathematical, and in general, its organisation could be improved.

180 **[AP MC:** Get a reaction from the lecturer of Markov Decision Theory about the organisation of the exam.]

*Frederic Schuller leaves at 16:58.*

- Minutes Master Evaluation Q1
- Minutes Master Evaluation Q2

185 There are no other remarks about master evaluations.

## 190 7. Pass / fail regulations AM-TCS

The Bachelor Coordinator asks for advice for regulations for double degree students AM/TCS. She would like to have these regulations implemented as of the next academic year.

190 Meinsma asks about formulation 'complete/incomplete grades'. The Bachelor Coordinator explains this is about pass/fail grades. Members of the PC-AM committee suggest revising this wording in the document.

195 The Programme Director explains that these regulations apply to both TCS and AM degrees.

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200 Geerts asks why AM and AM/TCS study units are taken into account while TCS students are not. The Bachelor Coordinator explains that there are three types of study units: AM, AM/TCS and TCS. However, the TCS program consists of integrated modules with their own compensation rules and, therefore, are not taken into account in this document. Furthermore, this regulation will be part of the EER for AM; hence this will not apply to TCS study units.

205 The chairman asks if it is possible to use one of the TCS module's compensation as well as compensation from AM or AM/TCS study units. At this time, it is not clear. The PC-AM members agree that a double degree AM/TCS student may use at most one compensation in year 1 and at most one compensation in years 2 and 3.

## 210 8. **Capita Selecta Statistics**

210 Meinsma points out that there is a notable difference in comparison to the previous version so that the course can be seen as Capital Selecta. However, he thinks the aims are still very general. Geerts agrees that the learning goals are still a bit general, and these should be elaborated on a bit more. He also adds that grading seems a bit vague. In his opinion, participation should not be a large part of the final grade.

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*Judith Timmer leaves at 17:20.*

The Programme Committee expects the learning goals and assessment to be more specific.

## 220 9. **AOB / Questions before closing the meeting**

The Programme Director mentions that in the WSV documents there is an item on internationalisation for the bachelor programme. He says that given the current situation, this internationalisation is not his priority, but he does try to have international content.

## 225 10. **Closure**

The chairman closes the meeting at 17:35.

*Next meeting on 20 April 2021*

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### **Action Points:**

Nr	Description	Meeting	Responsible
378	To organise the evaluation of the MDS track in February/March 2021.	15/09/2020	M-Coordinator
380	To talk to the module 2 coordinator about scheduling the exam and to invite him to a meeting in the future.	17/11/2020	Chairperson
386a	To talk to the people responsible for organising the evaluation panels.	02/03/2021	Programme Director
387	To write advice about the R part of module 5.	19/01/2021	Chairperson

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389	To write the advice on the document Relaxing the BSA-norm academic year 2020-21.	19/01/2021	Chairperson
392	To look into the documents about WSV money.	02/03/2021	Ten Klooster, Geerts, Chairperson
393	To write a message to the management team that the Programme Committee wants the information about privacy in the zoom surveillance to be clearly communicated to the students.	02/03/2021	Chairperson
394	To discuss with the module 2 coordinator schedule and suggest that students make contact with supervisors/tutors early in the module.	02/03/2021	Chairperson
395	Get a reaction from lecturer of Markov Decision Theory about the organisation of the exam.	02/03/2021	M-Coordinator