

UNIVERSITEIT TWENTE.

FACULTY ELECTRICAL ENGINEERING, MATHEMATICS AND COMPUTER SCIENCE

DATE: 15 SEPTEMBER 2021

OURREF: EEMCS21/BOZ/10683/KR

Minutes 169th PC-AM (OLC-TW)-meeting Tuesday the 1st of June 2021, 15:45 – 17:15 hr. TEAMS meeting

Present: Hil Meijer (chairperson), Bodo Manthey (from 15:54, with notice), Gjerrit Meinsma, Frederic Schuller, Anouk Beurgens, Lavinia Lanting, Linda ten Klooster, Lisa van Dissel, Sem Geerts, Pranab Mandal (Programme Director), Judith Timmer (B-Coordinator), Ginnie Renz (making minutes), Niels Apeldoorn

Absent: with notice: Jan Schut (M-Coordinator)

1. Opening

The chairman opens the meeting at 15:47.

2. Minutes 168th meeting the 11th of May 2021

Page 1, Line 32: typo the -> them

Page 2, Line 44: direction -> director

Page 2, Line 47: it has been assured by the head of the department that there will be someone to take over the position of the Programme Director

Page 2, Line 51: the abbreviation should be changed from EER to EEA

Page 2, Line 70: typo, change to reinforcement learning

Page 3, Line 93: change to about whether or not the track AI4Health is added

Page 3, Line 124: The internship grade is included but not in the weighted average grade.

Page 4, Line 144: second, not senior, examiner

Page 6, Line 243: there should be something done about it. Move the sentence *The Bachelor Coordinator explains she was not aware that Dutch (...)* to line 229.

Page 8-9: The action point that a new student member needs to be found is missing.

[AP student members: To find a new student member for the PC-AM.]

Action Points:

378: to remain on the list

386a: done and to be removed from the list

394a: to remain on the list

396: to remain on the list

397: to remain on the list

403: done and to be removed from the list

404: to remain on the list

405: to remain on the list

406: done and to be removed from the list

407: done and to be removed from the list

408: done and to be removed from the list

409: to remain on the list

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394a: The chairman says that this action point will remain for a long time with the idea that students will keep a diary during module 2.

405: The chairman has written to the PD and coordinator of module 3, not the staff, about being non-inclusive in module 3 and that the education of that module should be offered entirely in English.

406: The chairman wrote to the examination board some about some examination not being conducted in English for an AM student, and he has gotten a reply. This will be discussed in point 4.

407: The Bachelor Coordinator has met with the teacher of Prooflab 3 and they have discussed the course. Beursgens asks whether the students get feedback from the teacher this year as well. The Bachelor Coordinator explains that if a student approaches the teacher, they can get feedback. She further says that the teacher could organise a feedback session. Beursgens says that this would be nice if this was organised as students may not be aware that they should approach the teacher.

[**AP Schuller:** To communicate to students that in order to receive the feedback for Prooflab 3, they need to send him an email.]

408: The Bachelor Coordinator explains she talked with Marc Uetz about the mixed project groups in module 7. They acknowledge the advantages of such groups but find it difficult to organise them in such a way due to the differences in size of the programs. Furthermore, it has been discussed that the main used book is unavailable. It has been suggested that the notation will be updated to match the available book's notation.

3. Announcements

The Programme Director announces that starting 1st of June master graduation, i.e. presentation and ceremony, may be held on campus. However, the amount of rooms is limited. He says it has not been decided yet whether it is going to be online or on campus. Furthermore, for AM it is mandatory that professors are present during the graduation, but currently, quite a few of them reside outside the Netherlands. The Programme Director acknowledges that students want to have the graduation on campus.

Furthermore, the Programme Director announces the updated current pre-enrolments. There are 79 pre-enrolments for the Bachelor. Out of that, 34 are Dutch. Out of these 79, 35 are students that have enrolled only for BSc Applied Mathematics.

4. Advices / correspondence

- Advice on Master EER 2021-2022

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The Programme Director clarifies that one of the suggested changes, *Keep in mind that HS will change its name, consider replacing it now already.*, will not be adapted. He explains that this is because this change of name will take place in January 2022.

Furthermore, the suggested change *Include "for PDE" for Finite Element Methods* will not be adopted as the official name of this course does not include *for PDE*.

- Advice on new courses for AI4Health
The chairman asks whether the Programme Director has implemented the minor comments about AI4Health courses. The Programme Director explains that these comments have been forwarded to the staff of the AI4Health courses.

- Mail to Examination Board AM: Dutch used during Mathematics examination
The Examination Board replied to the email about using Dutch in module 3. The reply says that the usage of Dutch may have to do with the fact that Applied Physics teachers are used to speaking Dutch only. The Examination Board has suggested they send an email to Applied Physics Programme Director to remind Applied Physics' staff that the official language of Applied Mathematics is English.

5. Bachelor EER 2021-2022

1. Changes in the EER_BScAM_2021 (programme specific part)
The current rule for AM for Cum Laude allows at most one 6.5 or 6.0, while for double students AM-CS, at most one 6 is allowed. The Programme Director wonders whether these rules should be the same. The chairman explains that when 0.5 grades were introduced again, the PC-AM decided that one grade below 7.0 means 6.5 or 6.0. It is suggested that students can have a Cum Laude for just one of the programs. The Programme Director also wonders whether the PC-AM is willing to change 8.5 to 8. Geerts says he does not see a point why this would be changed as there were reasons to make it 8.5, not 8.0. The chairman and other members agree. The chairman explains that if the grade was lowered to 8, many more Cum Laude diplomas would have been given. This can be confirmed with the data from previous years, he says. The conclusion is that the AM rules apply to the AM diploma, and TCS rules apply to the TCS diploma.

The following are the comments the PC-AM has made about the changes that have been made in the bachelor EER 2021, programme specific part.

- Change 1: The chairman wonders why has this been removed. The Programme Director explains that this may have been a mistake to remove it. At first, it has been done so as other programs do not have this in their EER's. However, now, it turns out that this point may be relevant for giving out Cum Laude. Meinsma wonders what the purpose of this point is. The chairman explains that this point may play a role in ruling whether a student is eligible for a Cum Laude. He further suggests keeping the text about exemptions being equivalent to a numerical grade of 6.0.

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Change 20: The PC-AM does not want to change the Cum Laude criteria for AM program.

2. UT-wide part of the EER

The following are the comments the PC-AM has made about Bachelor EER 2021.

Page 3: Geerts asks why exemptions have been changed to exceptions in the article 4.9. The Programme Director explains that this word fits better.

Page 4: no comments

Page 5: The chairman wonders about article 3.2.g, about prerequisites in Osiris instead of in the appendix of the EER. He thinks it is nice for the visibility for students, but he also sees a drawback. Suppose a teacher would change prerequisites for prior knowledge but would fail to inform the Programme Director about the changes. Then the change would not be seen by anyone. The Bachelor Coordinator explains that the procedure requires that the lecturer assures that the information in Osiris is up to date every year. This clears up the procedure, and there are no further comments made.

Page 6: no comments

Page 7: Geerts points out that in the article 4.1.14. for grades, commas are used instead of full stops.

Page 8: no comments

Page 9: no comments

Page 10: There is a typo in the article 5.1.4. It should remain *examination board defines*.

In the article 5.1.4 the name of the document has been removed. The PC-AM suggests keeping this name as then a reader can refer themselves to the document.

Page 11: no comments

Page 12: no comments

Page 13: no comments

Page 14: The Programme Director points out that in point 8.8 the name of the document removed in the article 5.1.4 is not removed.

Page 15: no comments

3. EER_BScAM_2021 (programme specific part)

The following are the comments the PC-AM has made about

Page 4: no comments

Page 5: no comments

Page 6: A full stop is missing in article r.

Page 7: no comments

Page 8: no comments

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Page 9: Ten Klooster wonders about article 2.9 that says that Reflection on Mathematical Research II is the preparation of the actual Bachelor's Assignment. In Reflection on Mathematical Research II, she says that students are working on an unrelated case to their Bachelor's Assignment. The chairman asks whether in that course, students are asked to prepare their research plan. Ten Klooster says that is in Reflection on Mathematical Research I.

Lanting suggests changing the wording of the article 2.9 that specifies that in Reflection on Mathematical Research II students focus on the reflection part of their Bachelor's Assignment and how the topic students chose contribute to society.

The chairman suggests changing it to *Reflection on Mathematical Research I forms prior knowledge and prepares for the Bachelor's Assignment and the Reflection on Mathematical Research II trains the students in reflecting on their assignment.*

Page 10: The chairman passes the comment from Mirande van der Kooij that the point about exemptions is missing in the article 3.4. The Programme Director says that the article 3.4.e should specify that the average of all *numeric* grades is 6.0 or higher.

Page 11: The Programme Director points out that as discussed before, article 3.5 needs to be adapted.

Page 12: In the last line of article 3.5.b, the comma is unnecessary. The chairman points out that the evaluations listed in the article 3.11 are not always sufficient. He suggests that modules teams make to-do lists for each module, so that there is a complete plan-do-check-action (PDCA) cycle. Such that for each module, the staff has a specific idea in which areas to improve and to keep track of that. The Programme Director says that there were some reflections made by module staff in the past year and wonders if this is what the chairman means. The chairman confirms, he refers members to document 5.1.iii of meeting 165. He suggests making it compulsory for all modules. It should be a reflection form from the teachers, possibly including a to-do list. The Bachelor Coordinator points out that then the first sentence in the article 3.11 should be adjusted accordingly.

Page 13: no comments

Page 14: no comments

Page 15: Meinsma explains that the table caption should be on top, not on the bottom.

Page 16: no comments

Page 17: no comments

Page 18: no comments

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- Page 19: no comments
- Page 20: The Bachelor Coordinator points out a small change in table 7, the overview of the first academic year for the double degree programme AM-AP. The course Dynamics and Relativity lists 5 EC in this table but this will be changed to 4.5 EC while the course Experimentation I will change from 1.5 EC course to 2 EC course. The Bachelor Coordinator explains that content-wise there is no change in these courses but it has been discussed with the students that the workload for the Experimentation I is the same as of a 2 EC, not 1.5 EC, course.
- Page 21: To add AM Cum Laude rules after point 5. *Pass/fail regulations.*
- Page 22: no comments
- Page 23: no comments
- Page 24: no comments
- Page 25: no comments
- Page 26: The AM Cum Laude regulations apply to the AM diploma in for AM-TCS double degree diplomas.

The chairman suggests that a positive advice is given for the Bachelor's EER 2021-2022 provided that the changes are included. The members of PC-AM agree.

[AP Chairman: To write positive advice (if corrections are incorporated) for the Bachelor's EER 2021-2022.]

4. EER_BScAM_2020 (programme specific part)

6. Abacus feedback/input sessions

- Minutes Master Evaluation third quartile (MEL)
Beurgens explains that the course Scientific Computing is not very well organised, and students are very confused about the course. Furthermore, students have heard that there will be an oral examination instead of the written exam. Geerts explains that only today the students have been informed that the oral examination has been approved instead of the written exam that was supposed to be next week. The chairman asks Geerts, who is taking the course, whether there is enough space to ask the teacher about the organisation. Geerts explain that the course is very chaotic, and he does not even know what to ask. The Programme Director wonders what was the evaluation of the course last year. The chairman explains that last year this course was very well organised. He explains that there a small part has been added to this course to make it more complete. The Programme Director explains that this teacher is new for this course this year, but she has not changed anything regarding the organisation, compared to the previous year. Geerts explains that he has already expressed his concerns about the organisation of the course when it just started. He wonders what the students can do right now about the course. The chairman suggests asking for a Q&A session as well as a representative oral exam. The Programme Director says he talked to the teacher and the teacher promised that such a session will be organised. The

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chairman suggests that there is a discussion organised between students and the teacher(s) mediated by some staff member. Geerts asks what the purpose of this discussion would be. The chairman suggests that students have the opportunity to ask all their questions about the course and its organisation.

[AP Chairman&PD: To discuss the organisation of the course Scientific Computing and what to do about it and to contact the teacher about it.]

- Minutes Feedback Applied Mathematics Students (FAMS)
There are no comments made.

7. Evaluations

- Evaluation 1 Module 8 2020-2021
The Programme Director points out that in the report of module 8, it states that students are assumed to know the theory of linear programming while double students AM-TCS have not followed this course. He wonders how is this possible that students are following a course for which they do not have the required prior knowledge. Van Dissel, who follows the module at the moment, explains that the students are not required to follow Linear Optimisation. The Bachelor Coordinator confirms that dynamic programming is new for all students in this module and is part of the course.

[AP B-Coordinator: To look into the required prior knowledge for module 8.]

- Evaluation 2 Module 7 2020-2021
There have been no comments made.

8. AOB / Questions before closing the meeting

Lanting points out that in the course Reflection on Mathematical Research II, students are asked to submit their research question and plan for a case but received the feedback on it only two weeks before the deadline for the case itself, while they should have a month to work on it. It is also specified that students should have their research questions approved before they start working on them. She further explains that she wrote an email to the teacher about it but has never gotten a response. The Bachelor Coordinator asks Lanting for a short description of this situation by email so that she can look into this.

[AP Lanting&B-Coordinator: To look into the time it takes the teacher of Mathematical Research II to give the feedback to students.]

The chairman thanks all the members that are parting the PC-AM in September for their participation, especially Gjerrit Meinsma for all the years he has devoted to the PC-AM.

9. Closure

The chairman closes the meeting at 17:36.

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Next meeting to be scheduled: September 2021

Action Points:

Nr	Description	Meeting	Responsible
378	To organise the evaluation of the MDS track in February/March 2021.	15/09/2020	M-Coordinator
394a	Organise that both, teachers of module 2 and students, make an overview of the workload of module 2.	20/04/2021	Chairman
396	To send an email to recruit a new staff member for the PC.	20/04/2021	Chairman
397	To check whether the specific master courses had a stable high workload over the years.	20/04/2021	Geerts
404	To write the advice to PD that the new book for Linear Optimisation should be given a priority.	11/05/2021	Chairman
405	To write to the staff of module 3 about being non-inclusive in this module and that the education should be offered entirely in English.	11/05/2021	Chairman
409	To write a positive advice about soft separation BSc/MSc 2021-2022.	11/05/2021	Chairman
410	To find a new student member for the PC-AM.	01/06/2021	Student Members
411	To communicate to students that in order to receive the feedback for Prooflab 3, they need to send him an email.	01/06/2021	Schuller
412	To write positive advice (if corrections are incorporated) for the Bachelor's EER 2021-2022.	01/06/2021	Chairman
413	To discuss the organisation of the course Scientific Computing and what to do about it and to contact the teacher about it.	01/06/2021	Chairman & PD
414	To look into the required prior knowledge for module 8.	01/06/2021	B-Coordinator
415	To look into the time it takes the teacher of Mathematical Research II to give the feedback to students.	01/06/2021	B-Coordinator & Lanting