

MINUTES OF THE PROGRAMME COMMITTEE-EE/EMSYS MEETING on 7 March 2017 14.00 hr.

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Present: Ronan van der Zee (Chairman.)- Bert Molenkamp- Roel Mentink- Lynn Bruins- Rowan de Vries- Niels Leijen- Vincent Smit- Silvo Jeunink (minutes)

10 Absent with notice: Wilfred van der Wiel- Mark Bentum (Programme director)- Loes Segerink
Absent without notice:

1. Opening

15 2. Minutes programme committee 13 December 2016 (5733) and 7 February 2017 (5860)

Philosophy of science in the master is maybe redundant, since the bachelor also spends time on the almost same subject. It reduces the time which can be spent on EE courses. If it should be changed, the Teaching and Examination (TER) must be changed.

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In response to the action items

No 89 and 90 remain

No 91, Leijen made an overview of all bonus arrangements in the bachelor (and partly of the master). He will e-mail the arrangements to the other members. The bonus

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arrangements are not always shown on OSIRIS. Bruins already discussed this with the programme director, this will be changed. How the grading of a module is done, must be published on OSIRIS in advance. Mentink states that the grading of a module should only represent the level of how well a student has understood the subject matter.

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Bonus arrangements which only add a maximum of one point to the grade do not have a severe influence on the grading and are not troublesome.

No 92, Leijen contacted the teacher, there is no overlap.

3. Incoming/outcoming mail

incoming:

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a. Relevante artikelen van de gewijzigde WHW etc.

b. Mail T.M.J. Meijer

The clarification received about the amendment of the law is not clear. Van der Zee will e-mail the sender for a clarification.

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4. Announcements

StOEL: Received complaints about philosophy of engineering, asks for an evaluation of the course.

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5. M-OER, Cum laude regulation

The cum laude regulation can be transferred to the Rules and Guidelines of the Examination Board.

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The proposal for the new cum laude regulations are found in the meeting documents. The average grade is an unweighted average. For students who already started their education, a transitional arrangement should be instated. The time-limit can only be departed from by circumstances beyond a student's control. If a student needs more time,

it is good idea to talk about this with the examination committee in advance. The members are positive about the new cum laude regulation.

5 **6. Programme committee (OLC) elections**

Elections are troublesome for employees and students. Potential employee members are not willing to put (the required) much effort into the elections and the turnout of the elections is mostly at a low number. Another problem is the inflow of second year master students, because of the internship they cannot present the whole year. A benefit of the elections is that it can increase the recognition of the programme committee. The committee does not wish to organise elections.

10 **7. Toegankelijk maken verdiepende minors EE 2017-2018**

The three minors are approved.

15 **8. Opleidingscommissie rapport gepubliceerd**

The 5 bullet points in the beginning of the report are convenient to keep in mind.

9. Reaction module 8 op SEQ

The reaction of the module is proper and clear.

20 **10. Response SEQ module Computer Systems EE**

The response is proper.

11. In het kader van de nieuwe OER

25 The new TER is (also) about the divisibility of the modules. Not all modules should be divisible, only if a module is not completely integrated. It is not always evident whether a module is well integrated or not. If a module is sufficiently divisible, separate grades should be given. In general, the EE part of the module is well integrated, only the mathematics part is not or less integrated. A divisibility could lead to delay in finishing the study.

30 The distribution of time and workload stays up to the module coordinator. The module design should keep bachelor AT students in mind.

12. SEQ evaluation module 1B – Electric Circuits

35 Nothing draws special attention

13. SEQ evaluation module 1B – Systems and Control

40 There are no surprises here (the problems persist), although the programme director has put much effort into this module. The evaluation of the project notably negative. At the project, there was almost no guidance. The part of Breedveld in the module is still a problem, especially the lectures and the asked 'foreknowledge'. This point will be on the agenda at the next meeting.

14. SEQ evaluation module 1B – Minor Lab on a Chip

45 A noticeable point is 'mismatch of learning style', this is probably because of problem based learning.

15. Any other business

50 The chairman will e-mail the employees of the faculty about the vacancy in the committee.

16. Questions

Molenkamp asks about the semester evaluation of the master. These evaluations are held, but the programme committee did not receive the results. Van der Zee will inform about the results.

55 Mentink: Can there be an automatic SEQ evaluation after every master course? This will probably lead to many evaluations with low numbers of respondents and there will be no time to treat them in detail. The StOEL is open to complaints also for master

students. Therefore, this is not seen as a good idea.

17. End of the meeting

The meeting is closed by the chairman at 16:11.

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Action items

No	Description	From meeting	Responsible
89	SEQ houden voor het vak Modelling and Simulation		OLD
93	Ask for clarification about the 'altered WHW'		Van der Zee
94	Find out how to evaluate Philosophy of Engineering		Van der Zee
95	Check online publication of minutes		Jeunink
96	Ask about the results of the master semester evaluations		Van der Zee

10 Complete action items

No	Description	From meeting	Responsible
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20 Points of attention

No	Description	From meeting	Responsible
01	Opleidings specifieke deel B/M OER's EE en M-OER EMSYS 2017/2018 agenderen	April 2017	OLD EE/EMSYS
02	Updaten OER 2017-2018 - Master OER: CL eruit en opnemen in R&R	April 2017	OLD EE/EMSYS
06	Circa februari 2017: Docenten vragen eventuele ingrijpende wijzigingen in hun cursus door te geven (ter bespreking in de komende OLC vergaderingen). Vragen naar wat belangrijk is voor de OER 2017	Mei 2017	Key-user