

MINUTES OF THE PROGRAMME COMMITTEE-EE/EMSYS MEETING  
on 03 Oktober 2017 14.00 hr.

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Present:

Roel Mentink – Rowan de Vries – Lynn Bruins – Stef van Zanten – Bert Molenkamp – Luuk Spreuwers – Anne johan Annema (Program Director)

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Absent with notice:

Loes Segerink - Rob Kers – André Kokkeler (Program director EMSYS)

Absent without notice:

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**1. Opening**

The meeting starts at 15:06

The meeting starts with choosing a new chairman, Molenkamp volunteers to become the chairman of the OLC meetings for this academic year. In June 2018 a new chairman is chosen.

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**2. (Concept) Minutes programme committee 04 July 2017 (6425)**

page 2, line 26: the end time of the meeting is missing.

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In response to the action items:

The OKC will evaluate Modeling & Simulation, the action item stays until the OLC has received this evaluation.

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Points of attention:

The dates of the points of attention should be updated to 2018.

Attention point 01 can be taken out just like the last attention point which has no number for some reason. Both those points of action where about the education specific part which has already been approved.

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Mentink asks why some of the proposed changes were not made to the OER. Annema says that he does not exactly know which changes, but the changes would only result in more complex structures. Annema will search which proposed changes this were and if they are adjusted in the new OER.

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**3. Incoming/outcoming mail**

Incoming:

A mail about the status of the OLC. Because the OLC became a representative advisory board they have new rights and status. Molenkamp will arrange a meeting with Mannes Poel to find out more about the new responsibilities and rights of the OLC.

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The OKC evaluation of module 4 & 8 have not been completed yet and are therefore not present at the OLC meeting. Next meeting they should be completed and then the modules 4 & 8 can be evaluated.

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During the meeting the matrix for minors for the second semester was send to members of the OLC to shortly discuss the minors.

## 4. Announcements

### Chairman:

Molenkamp suggest that in June/July a new chairman should be chosen to avoid the confusion that arises around the summer vacation.

### Programme Director:

Annema mentions that module 6 still has no schedule, there was a schedule but new adjustment need to be made. The complications arise because other studies are also involved in module 6.

There is progress in improving module 6, a lot of the teachers that teach module 6 are getting involved in sharing ideas to improve the module.

Mentink asks if Stefano will teach again this year, in the past he had the tendency to be very busy and skip a few lectures. Annema says he will keep an eye on this but he cannot know yet at this point. A lot of module 6 is discussed last minute.

### StOEL:

van Zanten mentions that StOEL wants to evaluate Biorobotics, this is because a lot of the EE student participate in this module. Annema replies to this that this minor will be taken out of the options as minor for EE students.

This brings to attention that Annema has the matrix that has the options for all the available minors for the second semester. The members of the OLC have not yet received this matrix but Annema will send it directly so it can be discussed shortly.

Molenkamp says that if anyone sees a minor that has overlap with the regular EE curriculum they should notify the OLC.

A module that should be opened is module 7a, Annema will contact Ray Hueting to see if it is possible to make this module available as minor for EE students.

De Vries mentions that if the module would remain closed as minor option that students should be notified beforehand before they make a choice for module 7.

## 5. SEQ Evaluation Signal Processing and Communications (module 8) incl. att.

The OKC evaluation is not yet complete, as summary Annema can give a short summary. The overall grade of the module is a 4.9. The module contains way too much content. Both in schedule as in information the students need to learn.

Molenkamp suggests that on the next OLC the SEQ Evaluation of Signal Processing and communications (module 8) will be done.

Annema says that then they will be able to discuss whether extra parts need to be taken out of module 8.

Mentink asks what the progress is with finding a teaching replacement for Mark Bentum in module 8. Annema does not know yet who will be his replacement.

## 6. SEQ Evaluation Field and Waves (module 4) incl. attachments

Also for module 4 the OKC evaluation is not yet complete.

Annema says that there were a lot of complaints about the digital math tests.

Bruins asks what happens with students who still need to do parts of the math program, like the math of module 4. Annema says that there are still a few studies that follow the old math program, those students can do the math with that study.

De Vries asks if the students are notified about the change in math program and the fact that they need to do the math in a different program.

Annema will ask Daphne Boere to approach and notify students about the change in math program.

Bruins says that all the teachers follow their own guidelines.

Annema says that the students complaint about PBL. Bruins says that this is a result of the different ways the teachers teach, some of them give no feedback so in the end the student learned nothing.

The next OLC the OKC evaluation should be complete and then the OLC will discuss it.

## 7. Any other business

- Vacancy teacher in the OLC  
De Vries mentions that there is still a vacancy for a teacher in the OLC. Annema says that Ray and Remco are both part of the OKC, because their groups are combined only one of them needs to remain in the OKC, one of them might be interested in joining the OLC.

- The meeting during module 2.  
Spreeuwers mentions that he has to teach in module 2 and will not be able to participate in the OLC meetings. The students have a more flexible schedule so the teachers of the OLC will discuss together to find a new date and time for the meetings during module 2.

## 8. Questions

de Vries says that he is getting active in Elysium and if anyone has any ideas they can contact him.

## 9. End of the meeting

The meeting is closed by the chairman at 16:06

### Action items

No	Description	From meeting	Responsible
89	SEQ for course Modeling and Simulation	01-11-2016	OLD
99	Are all changes made in the ROMP-OER.	03-10-2017	OLD EE
100	Contact Mannes Poel in view of new regulations for the OLC	03-10-2017	Molenkamp
101	Check minors voor het second semester and if necessary contact OLD	03-10-2017	OLC members
102	Contact Ray Hueting. Can module 7a be available as a minor for EE students.	03-10-2017	OLD EE
103	Contact Daphne Boere. Can she inform the students about the changes in the math. programme	03-10-2017	OLD EE

### Complete action items

No	Description	From meeting	Responsible
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### Points of attention

No	Description	From meeting	Responsible
02	Update OER 2018-2019	April 2018	OLD EE/EMSYS
06	February 2018: Ask teachers for major changes in their courses (for discussion in the OLC meetings; OER 2018)	May 2018	Key-user
07	Election new chair OLC	June 2018	<b>OLC</b>