

MINUTES BITOC MEETING

Date: Tuesday January 29, 2019
Location: Ravelijn 3411
Time: 12:40 – 14:00

Present: Luís Ferreira Pires (chairman), Niek Khasuntsev, Marten van Sinderen, Adam Dubowski (minutes), Wessel Ammerlaan, Bernard Verheijen, Adina Aldea, Maria Iacob, Christian Versloot, Laurence Arnold

Absent: Marloes van Grinsven, Jos van Hillegersberg

1. Opening and Agenda

Luís opens the meeting at 12:45.

2. Announcements

1. Maria has been working with Marloes on how to improve the master programme and it appears that there is room for around 3 extra courses in the Master programme. The question is whether to develop them independently as BIT or take them from TCS or IEM. Maria wants to include BITOC in the discussion about those topics and has already scheduled meetings with Marten and Jos to discuss the matter.
2. The master evaluations for Q1 are available. The evaluations are included in the recent email sent just before the meeting. Three courses were evaluated: Foundations of Information Systems, Multi-agent Systems and E-strategizing. An average grade given is 8.5 for the Information Systems and Multi-agent Systems, while E-strategizing got just a 5.6. There already is an appointment scheduled with Tom to discuss the results of the latter. IEM wants to get rid of the course from their programme while Maria wants to still offer it but only as an elective. Moreover, some of the topics around e-strategizing will be put into other courses so that some content is still present in the programme even if students do not choose the course as their elective.
3. In the email sent by Maria there is a piece of regulations which holds for the EEMCS faculty about how the OLC (Programme Committee) should function and a template for a jaarverslag (annual report) due to the new requirement that all OLCs have to make those reports.
4. Project easy-access has started and is meant to fight breaking copyright laws via publishing literature in pdf on Canvas. From now on it will only be possible to link academic sources instead of publishing documents with the materials. Management stresses that publishing of the files breaks the IP rights and will cost a lot of money when broken. Most of the material that is used is available online anyway so it should not be a problem to replace the files with links but it is forbidden to also publish book chapters which from now on will have to be bought if it was not the practise so far.
Adina adds that it is important to keep a backup of the contents you publish since it happens that documents are not reachable on Canvas anymore and have to be republished. Others argue that it is not allowed anymore, and Maria agrees that from now on only the links should be published. If the files are no longer accessible, students will notify the teacher.
5. The UCE (University Commission of Education) has given a green light (besluit) for the abolishment of the 15EC rule. Even though they do not have the power to make any decisions, their advice will be now taken to the University Board. There will have to be new OER regulations for all of the programmes and there will probably be quite short time to get it done.

6. Inflow of students for the Master. There are only 5 new Master students starting in February. In September there were around 25 students. Both numbers are lower than the last year – around 40 students started in September previous year.

3. Minutes and Action Points

- **Minutes 04-12-2018**

Page 1: ESPM has a programme with less technical background so not similar to BIT

Simplify the first paragraph of the Analysis

Intensive -> Incentive

Page 2: Comment about the topic: Maria thinks we shouldn't the Professional Master programme with the main BIT programme so probably the OLC and the Exam board will stay separate for those programmes even though Maria will be the director of both.

Page 3: Rewrite the second part of the first sentence about the tutor system.

Page 3: IEM instead of TBK

Remove the part about the previous position of the new programme coordinator.

Maria adds that her name is Joyce van Baaren and she will start from the 1st of February in the position of the programme.

Page 4: Replace "a profession" with a "T-shaped professional"

BI and BPM instead of databases and BI were integrated and will be separated

Page 5: UTQ instead BKO

4. Quality agreement

Laurence asks for the status of the faculty-wide agreement. The university-wide document is already known.

Luis asks Maria about the outcome of the input given by BITOC some time ago. Maria explains that she knows about some decisions made about this and some money being spent so she will try to find the EEMCS-specific document and send it over to BITOC.

AP Maria find the EEMCS-specific document describing the decisions around the quality agreement and send it over to BITOC

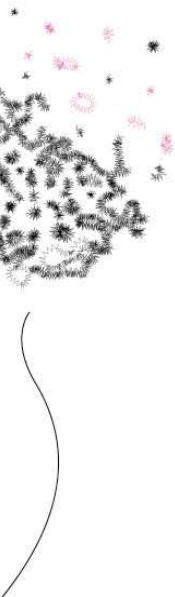
5. Future of TOM (continued from the previous meeting)

There is group which has a representative of each faculty – Arend Rensink represents the EEMCS. The task of the group is to define the consequences of the abolishment of the 0-15EC rule. After 2 months of work, it has resulted in a document containing guidelines like: Each module will be divided into atoms each containing a piece of theory which can be tested. Students will get the credits and the grade for each atom even if they failed the other atoms in the module.

Module coordinators will now have to define the requirements for the pre-knowledge to the module in terms of atoms e.g. Math MOD01 would be required to start MOD02. Also the requirements for the final semester have to be defined – so far it was a rule that first 8 modules (2 years) of the study had to be completed to start with the graduation project.

The compensation rule will still apply, so the atoms within the module will remain dependent on each other a bit. There is a distinction between the integrated and the related components. The integrated components are so closely related to each other that they are supposed to be put into one atom and receive one total grade while the related components are components that are dependent on each other but not so closely related. The rules for those will have to be defined – e.g. students will not receive the credits and the grade for the project unless they have passed the theory exam(s).

Each atom has to be a multiple of 0.5 ECs. The module grades can now include .5 granularity but excluding the 5.5 round-up because it would allow the students with grades lower than 5.5 to pass.



From now on the diploma supplement may contain all the topics covered per atom what allows for much more detailed description of the study. If the atom name describes clearly the topic, it may not require additional explanation, but it is required that the diploma supplement would clearly state what the student has learned during his study. Osiris will require more complex changes which may take even up to 1.5 years and therefore the grades will be for now registered as they were, more information will be added to the atoms later. Maria will visit all module coordinators one-by-one to together develop or check the plan for their modules. There already is quite a detailed plan for MOD04, the rest of the modules of the first year also seem to already have a plan. In general, Maria recommends keeping all the rules as simple as possible e.g. avoid compensation rules. Adina asks whether the module coordinators have to assign at least 0.5EC to the skills line from now on. Maria replies that it is only the case if they would decide to use the Skills as a separate atom but not if it would be incorporated in the project. Each module coordinator has to decide on their own. Adina asks whether there is any guideline to this within the programme and there was none so far. Luis advises to take a look into other coordinators' plan and try to keep it similar to not confuse the students. Maria agrees that it might be an idea to have a standard rule for this as a programme and will ask the CS staff about their approach since BIT shares most of the courses with them.

6. Evaluations:

- **Module 1, Introduction to BIT**

Maria included evaluations not only from BIT students but also IEM and TCS students. Somehow, both IEM and TCS modules received higher grades for MOD01 than MOD01 BIT.

Students feel a lot of pressure in the pearl weeks. Some of the comments was to reverse the order of the weeks (starting with Java). Other ideas included putting all the pearls into one block, week after week, to avoid switching between Business and CS.

The evaluation grade is not bad but worse than IEM and TCS. Maria is in contact with Doina about the possible ways to solve those issues.

Moreover, there will be no limit for the number of students anytime soon and TCS can expect up to 400 students so if that would happen, BIT would split from the CS, at least for MOD01. It would be a perfect opportunity for a complete redesign of the module but not from the next academic year since it is too late to design and implement such changes in the September this year.

Maria will probably pass the coordination of the MOD01 to someone else and it will be up to the new coordinator to decide on those changes.


There are 6 new teachers coming to the EEMCS to help with the inflow of students but according to Maria it will not be sufficient to cope with the scale of the growth.

Luis mentions that it would be nice to switch places of the Java and Python weeks. Marieke will probably take over the Python week from Arend Rensink so she would have to agree to give the week again specifically for BIT students.

AP Maria talk to Marieke about organizing 2nd Pearl again for BIT students in the end of the module.

- **Module 5, Finance for Engineers**

There was a quite significant improvement since last year. There were a few red lights though, mainly related to the assessment. Maria asked for a written reply from Roorda but did not get any so far.



- **Minor Serious Gaming**

The grades are positive, but the module is considered too easy by the students which clearly should not be the case. Christian explains further that in the report it states that the module is not considered stimulating and not many students join the module. Only 7 students have responded, 2 of them were Create, 2CS, 1TBK, 1 exchange, 1 BIT.

AP Maria ask the coordinator of the Serious Gaming minor about his opinion on the evaluation of the module

Christian thinks that the issue might be similar to the e-strategizing course. There might be issues to the assessment that are not mentioned in the evaluation. It should be checked whether the assessment in the module is correct.

A great part of the grade consists of group work, while the exam that is supposed to be an individual assignment is done by playing a board games with other students.

Other student members add that in their year they were supposed to come up with exam questions which are now used in the exams for younger students.

It might not be a bad idea to use games as a form of the assessment though, Christian thinks. It just has to be checked that the work is actually individual.

- **Minor Cybersecurity & Cybercrime**

It is a HTHT-minor which needed to be assigned to a programme, so it was given to BIT. There were a few BIT students joining the module this year. The results so far are both positive and negative – the module coordinator is really involved and can work on the improvement plan based on the recent evaluation.

Luis explains that at first the HTHT committee wanted to discontinue the minor but has also found the topic too important to completely cancel it so it asked Luis to find a suitable person to run it. This year was the first year of this person's coordinatorship so it was expected that some issues may occur.

- **Module 1 B-CS, Pearls of Computer Science**

Mentioned in the MOD01 evaluation

- **Module 1 B-IEM, Introduction to IEM**

Mentioned in the MOD01 evaluation

7. Module 8 redesign

Maria: The redesign includes a small part about the Portfolio management and Enterprise Architecture. It would be given in 2 lectures and 2 tutorials. Adina will take over this part.

Christian: IBA students do not get the EA part, there was an idea to organize an extra part to help the IBA students understand the EA.

The assessment matrix was not complete in the previous years, e.g. the interviews that students conducted were supposed to give them bonus points were not included what eventually caused a lot of confusion. Maria explains that Ton was looking into this so hopefully it will be resolved.

The point will be continued next time. BITOC should give feedback to the document included in the Maria's email.

8. A.O.B.

Niek will soon know whether he would be switching to the CS Master. He would then leave the committee. He will let the BITOC know his decision in the next meeting.

Maria: Because of the recent developments around TOM, it might be soon a meeting for all OLCs to approve programme specific OERs. It would take place probably either in the end of February or beginning of March.

Christian asks for less cheese for lunch. He should ask Miranda to take this into account when ordering next time.

9. Closure

Luis closes the meeting at 14:00.

Next BITOC meeting shall be on 26th February 2019, 12:40-14:00 in Ravelijn 3411.

10. Action Points

The finalised actions points are in the style 'strikethrough'.

Nr.	Date	Subject	Leader	Status/deadline
75.	2018-05-29	Share a Plan of Action for PDOB with the BITOC.	Jos van Hillegersberg	AP Maria contact Jos to receive the Plan of Action for the improvement of his module
78.	2018-08-28	Ask Wessel and/or Adam about help with getting to the BIT students for the student assistant job pool through Inter-Actief	Christian -> (Bernard, Laurence), Maria iacob	Christian is not that often in Enschede anymore due to his thesis so he asks Bernard and Laurence to take over that action point since he will not be in the committee much longer. Niek will soon finish his Bachelor and probably go for the Computer Science Master so then he would leave BITOC.
79.	2018-08-28	Ask Ton or Marcus about the E-strategizing report on the complaints filed in the past years.	Maria iacob	The course will become an elective but not from the beginning of the next academic year but a year after. Therefore, Maria wants to encourage Ton to improve the course in the next academic year. Luis mentions that there were some steps taken in the case of the E-strategizing course. Laurence mentions that he has followed the course 2 years ago and he made a document of notes about it. AP Laurence send the notes about the E-strategizing course to Maria

85.	2018-12-04	Send the Cynthia's QA document to BITOC	Maria	<p>AP is done.</p> <p>The document is still not finished and therefore only the concept document of it was received from Cynthia. It is included in the email sent by Maria before the meeting.</p> <p>Some people are against the Quality Assurance since it will add a bit of bureaucracy, but Maria appreciates the idea of one single evaluation form for all Master courses. Also, teachers will not have to fill in anything, they will just be notified about such an evaluation taking place.</p> <p>One drawback is that the evaluation form does not contain a section about assessment. Luis mentions that if it would also include the assessment, it would have to take place after the exams and currently Cynthia sends the forms before the exams on purpose. Laurence answers that students have 2-3 weeks' time to fill in the forms so they can wait till exams. Maria points out that feedback on the assessment is one of the most important parts and a significant number of issues concerns the assessment.</p> <p>AP Maria invite Cynthia to a BITOC meeting</p>
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