UNIVERSITY OF TWENTE.

FACULTY OF ELECTRICAL ENGINEERING, MATHEMATICS AND COMPUTER SCIENCE

MINUTES BIT-OC MEETING

Date: Tuesday December 3rd, 2019
Location: RA 1315 (VIP room)
Time: 12:40 – 14:00

Present: Luís Ferreira Pires (chairman), Niels de Groot (minutes), Maria Iacob (programme director), Marloes van Grinsven (programme coordinator MSc), Joyce van Baaren (programme coordinator BSc), Nikki Zandbergen, Bernard Verheijen, Thomas Hogema, Laurence Arnold, Danique Lummen (education Inter-*Actief*)
Absent: Jos van Hillegersberg, Marten van Sinderen, Adina Aldea

1. Opening and Agenda

Luís opens the meeting at 12:46.

2. Announcements

   a. **Double degree Munster**
   Progresses well, no concrete updates, however.
   b. **Master revision**
   A security course is being developed; Maria has a first draft of the contents. The course on Smart Industry that will be developed has a kick-off meeting soon.
   c. **ROMP-OER TOM 2.0**
   Maria has seen it yesterday, nothing really unexpected. She will send the document to the BITOC as well.
   d. **Top programme**
   In the recent NSE (*Nationale Studenten Enquete)* the results were very positive for BIT, placing us at the top of likeminded programmes. Unfortunately, the score was just below the threshold to be a 'top programme', but nonetheless Maria is very happy with these results.
   e. **Split module 2**
   Luís will stop as module coordinator for the module Software Systems. As the number of students keep growing, this is also the moment that we could discuss splitting off this module from Technical Computer Science, according to Maria. An idea would be to keep the same contents but choose our own test plan, as opposed to following that of TCS. However, if the module were to be split, a separate coordinator for BIT module 2 has to be found. Maria adds that she thinks it will be necessary to split from TCS at one point or another, maybe not next year, but maybe the year after. Luis proposes to discuss this situation next meeting.
   f. **Smart Spaces**
   Nirvava Meratnia is leaving, so this module will lose its teacher. There is probably no replacement to be found, so the module may be discontinued.

AP   Maria will send the ROMP-OER for TOM 2.0 to the BITOC.
AP   Luís will add the future of BIT module 2 to the agenda for next meeting.

3. Minutes and Action Points

- **Minutes 05-11-2019**

Page 1: Change 450+ leads to 150+, as a third of the 450 leads was for BIT/TCS, the others were for other programmes.
Page 2: At the question Bernard states under the Student assistant pool action paragraph, an answer is missing. In the meeting, it was confirmed that it is indeed the case that students have to have passed the course in order to grade it.
Page 3: Copying mistake from the previous minutes under action 109. This should describe that Luís has sent the comments made by the student members to the faculty board.

AP   Nikki will send a Doodle to plan the committee training in Q3.

- **78: Student assistant pool:**

Bernard and Laurence had a meeting and came up with some ideas. However, they have more questions than answers at this point. One idea is to create visibility on the BIT Bachelor website, another is creating a mailing list with second and third-year students (who have already obtained a BSA). Furthermore, a more detailed description of what being a student assistant entails could be placed on the Inter-*Actief* website, and a form could be created somewhere for people to sign up. It is, however, unclear how this form should work and where the applications should end up and what information should be asked of a student. Maria comments that, next to personal contact details, one should be able to have an idea of the expertise of the student. The minimal data needed are probably: name, e-mail address, cohort and possibly obtained ECs. The BITOC agrees that it would be best to ask for minimal information when students apply, instead of a full-scale application immediately. Bernard asks to set a deadline for applications, Luís says four weeks in advance is a good deadline to set for this.

- **108: BIT not being able to follow Math teaching minor:**

Jan dealt with it and Maria will ask what the outcome of his inquiries was. The action point is currently still ongoing.

- **110: Send full TOM2.0 test plan:**

Maria says she sent it to the BITOC recently, but it seems it is not included in the documents for this meeting.

- **111: Make division to check older minutes for privacy:**

Some people have already made progress, but the action point is still ongoing.

- **112: Forward the feedback document concerning quality agreements:**

Done.

- **113: Send SEQ evaluations:**

Done.

4. Test plan for all modules

The test plan has not been included in the documents for this meeting. Maria has sent it again, but Luís says it is best to move this to next meeting as people have not been able to prepare for this meeting.

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5. Evaluations quartile 4 2018-2019, and quartile 1 2019-2020

Nikki says the evaluation of Data & Information is very positive, the only worry she has is that the new module coordinator might not have the same experience as Klaas had. Luís agrees, but has faith in the module staff and would very much like to see how it goes this year.

For module 8, a module shared with IBA, both programmes are not completely satisfied. For IBA students, it can be a bit too technical, whereas for the BIT students it is quite the opposite, according to Maria. She adds that it is a matter of compromise to get some efficiency by working together with other programmes. Luís says Fons has an improvement plan, and asks what the student members think of it. Nikki says she noticed that it, at one point, focused on the passing score, instead of whether the students are actually learning anything. She adds that she thinks it is a bit strange that business professionals get to grade the students' projects. Maria agrees that this is not really acceptable and will talk to Fons about the consequences of letting externals grade projects.

The evaluation of Introduction to BIT is better than last year, which is also reflected in the passing numbers. Most comments are regarding the programming, which is still a rather large problem with respect to module 2. Some proposals to improve the module would be to first have 4 weeks of programming and then 4 weeks of IEM, or the other way around. Maria says she cannot change the order of the weeks and we cannot separate from IEM at this time. Another complication that appears is that most comments are on programming, though most people fail on Math. Nikki comments this might be since the Math is given UT-wide and this means students might think they can hardly influence it. Another problem that is still apparent is AppInventor, but that is simply the only possible way to be able to efficiently check programming skills in module 1.

Module 5, Finance for Engineers, shows an improvement, but there are still some problems such as structure of the module and the feedback given. Nikki wonders why the module is part of the BIT programme, as she feels the stock market is not really that interesting to BIT students. According to others, the module is Finance and Accounting, but Nikki feels it is then focussed too much on just the stock market. Niels briefly comments that he had a discussion with Berend Roorda on this exact topic, and Berend actually did realize then that students experience the module more as stock market than Finance and Accounting and would look into it for next year. Maria says it would also be great if the module could contain some more IT, with focus on FinTech, for example.

There were also two minor modules, namely Cyber Security and Serious Gaming. These were both very positively evaluated. Maria states almost all boxes are in the green so that is very good. Luís adds the Cyber Security minor is an HTHT minor, and every one of those is coupled with a programme, so it isn't necessarily our module, but we do take care of it. Maria point out the few improvement points for Serious Gaming: organization, structure and feedback. However, overall the grades are good.

At this time, there are no Master courses to be discussed.

6. Combined Master programmes UT

This proposal came from the steering group consisting of all programme directors of EEMCS. The proposal is aimed at creating uniform guidelines and examples for double degrees. Maria looked at this proposal, but we already follow all these guidelines for our double degrees. Maria has sent it to us as the steering group has requested her to gather advise from the BITOC. Laurence says it would actually be very valuable to have such examples for BIT. Marloes says it is already included in the current OER.

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There was some discussion regarding whether we could use the examples provided in the proposal one way or another, but Marloes explains that there are quite a few differences between the programmes that make that hard. The proposal was written by someone from the TNW faculty and, for example, they include 20 EC of internship in their programme. Due to these differences, for now the BITOC believes that the current guidelines are sufficient, and the proposal is unnecessary (in its current form). Maria says she has enough feedback to bring back to the programme directors.

7. AOB

Maria has been asked to write a new code of conduct regarding the use of English. She has been asked to formulate a milder version of the previously discussed code of conduct and discuss with the BITOC once again. Marloes adds that there have been a lot of students who did appreciate that TCS and BIT have taken a position regarding language policy, so it has been well-received before.

Marloes has a question regarding a webinar and is wondering whether it would be worthwhile to put this on Canvas. She asks the Master students present and they agree it is worth posting.

8. Closure

Luís closes the meeting at 14:02.

The next BIT-OC meeting will take place on January 28th.

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9. Action Points list

The finalised actions points are in the style 'strikethrough'. Since multiple action points were found in duplicate in the minutes, two action points are merged to one action point list for clarity.

Nr.	Date	Subject	Leader	Status/deadline
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	Bernard, Laurence	Ongoing
108.	2019-09-24	Ask for the reasoning behind BIT not being allowed to follow a Math teaching minor.	Maria	Ongoing.
110.	~~2019-11-05~~	~~Send full TOM2.0 test plan to the BITOC.~~	~~Maria~~	~~Done.~~
111.	~~2019-11-05~~	~~Make a division between BITOC members to check older minutes for privacy sensitive content.~~	~~Luis~~	~~Done.~~
112.	~~2019-11-05~~	~~Forward the feedback document concerning quality agreements to the faculty board and ask them to react.~~	~~Luis~~	~~Done.~~
113.	~~2019-11-05~~	~~Send the SEQ evaluations of module 4 and 8 to the BITOC for discussion during next meeting.~~	~~Maria~~	~~Done.~~
114.	2019-12-03	Send the ROMP-OER for TOM 2.0 to the BITOC.	Maria	New action point.

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115.	2019-12-03	Add the future of BIT module 2 to the agenda for next meeting.	Luis	New action point.