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FACULTY OF ELECTRICAL ENGINEERING, MATHEMATICS AND COMPUTER SCIENCE

DRAFT MINUTES BITOC MEETING

Date: Thursday April 4th, 2020
Location: BlueJeans (online meeting)
Time: 12:40-14:00

Present: Luís Ferreira Pires (chairman), Maria Iacob (programme director), Marloes van Grinsven (programme coordinator MSc), Thomas Hogema, Nikki Zandbergen, Bernard Verheijen, Laurence Arnold, Danique Lummen (education Inter-*Actief*)

Absent: Niels de Groot (minutes secretary), Joyce van Baaren (programme coordinator BSc), Jos van Hillegersberg, Marten van Sinderen, Adina Aldea

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1. Opening and Agenda

Luís opens the meeting at 12:50.

2. Announcements

a. Online meeting
Due to the corona crisis, this meeting is taking place digitally through BlueJeans.

b. Shoja
Last week, we unfortunately lost a second-year BIT student who has passed away. Maria has, together with others, been dealing with the situation which is quite complex since the student is not from The Netherlands but is from Iran. There is contact with his family, but the situation is still in progress.

3. Minutes and Action Points

- **Minutes 27-02-2020**

Page 1: the last sentence of 2b contains the word 'are' twice.
Page 2: it states 'Minutes 28-01-2019' but this has to be 2020.
Page 3: The summary of comments that Nikki made about Intelligent Interaction Design is missing. An e-mail has been sent to Niels so he can include this. (A summary was properly included at Software Systems.)
Page 4: Topic was moved to next meeting, but no action point was made for Mirande to add it to the agenda. This will be done in the future.
Page 5: Kristin should be written as 'Christin' (Seifert). Bluejeans should be 'BlueJeans'.

- **78: Student assistant pool:**

Currently on hold due to the corona situation.

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- **108: BIT not being able to follow Math teaching minor:**
No updates at this time. The idea was to prepare documentation for the next round, Joyce was working on this. Currently, the problems occurring due to corona are more urgent to take care of.

- **114: Send the ROMP-OER for TOM2.0:**
The document has been sent to the BITOC for information. Luís says that we should try to identify problems that may occur for the BIT programme and anticipate those problems.

- **118: Alternative options for the AML course:**
Marloes says they have discussed it but would rather stick to the current situation. The action point is concluded.

- **119: Contact Arend Rensink concerning module parts division M6:**
Maria has received an update on the division. The module will consist of three parts: Artificial Intelligence & Cyber Security (6EC), Human Computer Interaction (6EC), Statistics (3EC). Maria was discussing this proposal, but she does not have a final conclusion from Arend yet. Maria will send us the document outlining the division.

- **120: Discuss opening up all topics for Data Science:**
There was a miscommunication and Christin has agreed to open up all topics now. Action point concluded.

4. Corona crisis

Some digital tests have already taken place. There are some delays in the study programme, such as module 3, for which a project deadline will fall in the start of the fourth quartile. There will probably also be some resits taking place after the module. Module 7 is still on schedule and no big adjustments are necessary. Most Master courses also do not report problems. There were still some resits that needed to take place, but it seems those will go ahead in a different, digital way. Generally, according to Maria, there are no major issues within the BIT programme due to the corona crisis. At this point, her hope is that we can resume normal education in either June or July.

Luís asks the students about their experiences within this crisis so far. Bernard says it is a difficult situation but until now the university has been handling it well for the module he is currently following. Maria comments that some minor fraud has been detected in her module, but she is proud of the largest part of the students who were honest and did their best. Results show a quite normal distribution which also does not differ significantly from last year's results. Bernard adds that his only complaint is about the announcements concerning the test: it was quite unclear as to where the appropriate information could be found, but this can also be the fault of Canvas.

Laurence is doing his thesis at the moment and noticed teachers are very busy in planning all the online education, which means his supervisors had less time for him. He does hope that, when things are set up correctly the balance will be restored, and he can get more supervision. Maria supports this view and believes that it should be given another week for the supervisors to get accustomed to the new situation.

Maria asks the students a question about what parts they would want to keep having online, even after this situation is resolved. What things can we learn about digital education from this crisis? According to Nikki, the education is a lot less personal and she personally appreciates contact hours more. Having recordings of online lectures is nice, but not as a replacement of the physical lectures, says Nikki. Nikki tells more about her module, BIT Inc.: they can keep in touch with both the company, their group mates and teachers and that works okay.

Thomas is following several Master courses in which students are generally very independent. There were some challenges that the students had to face, but all things considered it is working out without much delay. Even though the

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experience is good, Thomas does still, like others, prefer physical education. Luís then asks whether Danique would also like to comment on students' experiences. Danique says a lot of students are fine with the digital education, however, she does receive some complaints that example tests for the adapted online tests are not being published in time, or at all. Danique also confirms that most students would still like to go back to physical lectures when this is possible.

5. Definitive version Bachelor Guideline and Model EER 2020-2021

Luís asks if there are any comments about the document already. If not, then this could be moved to next meeting, so everyone has proper time to review this document and think about their comments. There are no comments yet, thus this point is moved to next meeting.

AP   Mirande will include the Definitive version Bachelor Guideline and Model EER 2020-2021 in the agenda for next meeting again.

6. AOB & questions

Bernard received a message from Remco van Veen, a previous student member of the BITOC, saying that he is still in the mailing list of the BITOC. Luís says Mirande was not able to send mails to the mailing list earlier, so maybe something is broken there.

AP   Mirande will see if the problems with the mailing list can be fixed and remove previous members.

Marloes says we just postponed the discussion about the EER to a later meeting. She just wants to state that the Master EER will be on the agenda next time as well. Hopefully we will have enough time to discuss everything next time. After discussing the Master EER we have to formally send a letter approving it (or not) before May 1st.

Thomas would like to recall the important remark from last meeting that normal (beef) kroketten should be ordered for meetings instead of vegetarian options, though he feels this might not be very relevant in these times.

7. Closure

Luís closes the meeting at 13:35.

The next BITOC meeting will take place through BlueJeans on April 30th.

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8. 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.
114.	~~2019-12-03~~	~~Send the ROMP-OER for TOM 2.0 to the BITOC.~~	~~Maria~~	~~Done.~~
118.	~~2020-01-28~~	~~Take a look at alternative options for the AML course in the double degree with Münster.~~	~~Marloes~~	~~Done.~~
119.	2020-02-27	Contact Arend Rensink concerning the division of module parts for module 6.	Maria	Ongoing.
120.	~~2020-02-27~~	~~Discuss with Kristin to open up all topics for BIT students for the Data Science Master.~~	~~Marloes~~	~~Done.~~
121.	2020-04-02	Include the Definitive version Bachelor Guideline and Model EER 2020-2021 in the agenda for next meeting again.	Mirande	New action point.

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122.	2020-04-02	See if the problems with the mailing list can be fixed and remove previous members.	Mirande	New action point.