

### MINUTES BITOC MEETING

Date: Thursday July 2<sup>nd</sup>, 2020  
Location: BlueJeans (online meeting)  
Time: 12:40-14:00

---

**Present:** Luís Ferreira Pires (chairman), Niels de Groot (minutes secretary), Maria Iacob (programme director), Marloes van Grinsven (programme coordinator MSc), Joyce van Baaren (programme coordinator BSc), Jos van Hillegersberg, Adina Aldea, Thomas Hogema, Nikki Zandbergen, Bernard Verheijen, Laurence Arnold, Gustas Matijosius (candidate member BITOC), Deepika Jangamguravepalli Bramhanandareddy (candidate member BITOC), Willem Schooltink (candidate board Inter-Actief)

**Absent:** Marten van Sinderen, Danique Lummen (education Inter-Actief)

---

#### 1. Opening and Agenda

*Luís opens the meeting at 12:47.*

#### 2. Announcements

##### a. Committee members

Gustas will replace Nikki, who is leaving the BITOC. This is her last meeting. Furthermore, Deepika will replace Laurence, who is also leaving the committee.

##### b. Double degree

The double degree has been approved and will commence in September. For the first round, the plan is to select five Bachelor BIT students from the UT for the programme.

##### c. Lustrum Inter-Actief

Maria wants to congratulate Inter-Actief with their 40 years of existence and their 8<sup>th</sup> Lustrum being announced over the coming weeks.

#### 3. Minutes and Action Points

##### • Minutes 28-05-2020

Page 1: Willem is not in the presence list. Niels will add his name.

##### • 108: BIT not being able to follow Math teaching minor:

No updates at this time. All documentation about this was left at Joyce's office. She will have access to the building next Monday to retrieve the needed documents and notes.

##### • 127: Contact Wendy Donnelly about student assistant pool:

Laurence has been in contact with Wendy and has discussed the goal of the pool, but no conclusion has been reached concerning her exact role in this. The student members should continue to discuss this after the summer holiday.

**AP** Student members will discuss a task division concerning the student assistant pool.

- **128: Add Master evaluations Q3 to agenda:**  
Done.

- **129: Send positive advice letter:**  
Done.

#### 4. Evaluation Master courses quartile 3 / corona situation (from previous meeting)

Laurence says that there are multiple comments about pre-recorded lectures not allowing for direct and interactive question sessions with teachers and fellow students. He is wondering whether it is wise to use this form of teaching and what solutions would be available for this problem. Luís comments that it is up to the teachers to figure out what works and what does not. This feedback is very helpful because now we know this works less well than other ways of teaching.

Maria says that all courses have been evaluated with quite a high score (seven or upwards). This even holds for courses that did not perform as well earlier, so Maria wonders whether this is an effect of corona or can be explained in other ways. In any way, it is good to hear that students value our approach, she says. Jos asks whether passing scores are comparative to last year and Maria says the averages are not far off. Adina confirms this, though for her courses it really differed between courses (a presumably important factor seems to be the sample questions given and opportunities to discuss those before the exam).

Laurence asks Marloes how many BIT students followed Implementation of IT in Organizations, as the number of students who filled in the survey is so low. Marloes will look it up and get back to it later.

#### 5. Draft Guidelines evening classes

With the 1.5m rule not all students fit on the UT campus. About 1300 students can be on the education premises at the same time, so that means we have to spread out the schedule and include evening hours till 22:00 at the latest. Evening education is planned to be limited to once a week and no early lectures will be given the day after students have had a late lecture. Furthermore, assessment is the main thing that is to be moved to the evening if possible. Important to note is that (almost) all lectures will take place online, and other forms of education may take place physically if needed.

Maria asks the BITOC members to comment on the document that describes these rules and let her know if there is anything people definitely do not agree with. Adina worries that tests in the evening will be detrimental to students' performance. Maria will instruct the scheduling office to avoid tests in the evening as much as possible. Maria will also send a new version to the BITOC that she has recently received.

**AP** Maria will instruct the scheduling office to avoid tests in the evening as much as possible.

Joyce adds that tests in the evening are not just because of corona. Before that there were already capacity problems for which evening tests were a proposed solution. Jos reacts that it is not necessarily a problem as many teachers have now discovered online testing as a possibility. Luís comments that this may form a capacity problem as soon as teachers want to start using the Chromebooks too, as there is a limited number of Chromebooks available. Jos finally says that Canvas quiz and Remindo provide many opportunities, but there are no good solutions for closed book test available without restricting access using a controlled (Chromebook) environment yet.

Another point raised by Joyce is that the document states the maximum education time per day is 8 hours per day. However, what happens when a student has education from 9:00 to 14:00 and a test in the evening from 19:00-22:00? That is 8 hours, but there is a huge gap in the middle, so it is still a very long day. Joyce recommends phrasing it so there is no more than 8 hours between the starting and end time of the day, or something alike.

## 6. AOB & questions

### **Empirical and Design Science Research in Information Systems**

Maria says she needs confirmation concerning the Osiris registration for Empirical and Design Science Research in Information Systems. The deadline for this is the end of August, so there is enough time, but it would be great if the BITOC could look at it soon.

### **Probability Theory**

Niels asks if Maria is aware of the developments regarding Probability Theory in module 4, as there have been last-minute changes in the examination policy which students were very unhappy about. Maria comments that she is aware and has been in extensive discussion with the Math teacher, module coordinator and programme director of Technical Computer Science. If there are any students that still experience problems with the course, for example, because they need to be able to do a resit before the end of August, they may contact her.

### **Division key**

Maria needs the distribution of efforts for the modules of Jos and Luís soon in order to distribute the budget amongst the participating groups. They promise they will work on it before their vacation.

### **New personnel**

Jos says that the faculty has recently hired ten new staff members of which four are for BIT, all of which are women. He expresses that he is happy with the new staff and these people will definitely help out the programmes a lot concerning capacity. Next meeting, Jos will tell more about these new staff members and their future role within the organization.

### **Goodbyes**

Laurence and Nikki will be leaving the committee, so they thank everyone for their time in the committee and wish their successors good luck.

## 7. Closure

*Luís closes the meeting at 14:18.*

The next BITOC meeting will take place on August 27<sup>th</sup>.

## 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.

<b>Nr.</b>	<b>Date</b>	<b>Subject</b>	<b>Leader</b>	<b>Status/deadline</b>
<b>108.</b>	2019-09-24	Ask for the reasoning behind BIT not being allowed to follow a Math teaching minor.	Maria	Ongoing.
<b>127.</b>	<del>2020-05-28</del>	<del>Contact Wendy Donnelly about the student assistant pool.</del>	<del>Laurence</del>	<del>Moved to AP 130.</del>
<b>128.</b>	<del>2020-05-28</del>	<del>Add the Master evaluations of Q3 to the agenda of next meeting.</del>	<del>Mirande</del>	<del>Done.</del>
<b>129.</b>	<del>2020-05-28</del>	<del>Send a positive advice letter before June 11th.</del>	<del>Luís</del>	<del>Done.</del>
<b>130.</b>	2020-07-02	Discuss a task division concerning the student assistant pool.	Student members	New action point.
<b>131.</b>	2020-07-02	Instruct the scheduling office to avoid tests in the evening as much as possible	Maria	New action point.