

MINUTES BITOC MEETING

Date: Thursday December 10th, 2020
Location: Microsoft Teams (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), Tirzah Dekker (programme coordinator BSc a.i.), Jos van Hillegersberg, Thomas Hogema, Bernard Verheijen, Gayane Sedrakyan (guest), Patricia Rogetzer (guest), Renate Guizzardi-Silva Souza (guest)

Absent: Joyce van Baaren (programme coordinator BSc), Adina Aldea, Marten van Sinderen, Gustas Matijosius, Deepika Jangamguravepalli Bramhanandareddy, Willem Schooltink (education Inter-Actief)

1. Opening and Agenda

Luís opens the meeting at 12:45.

2. Announcements & correspondence

a. Preparations possible online education

Maria says that the new rector and the executive board have said that we should be prepared to move online immediately in case of more restrictive corona regulations or a full lockdown. This may pose a problem to the Mathematics courses.

b. Introduction new employees

Patricia, Renate and Gayane are new employees who are already supporting some education activities of the BIT programme.

Gayane has been appointed as an assistant professor since May and works 50% for IEBIS and 50% for OMD. She will temporarily replace Adina as module coordinator of module 3. Before joining the UT, she has done research at several other universities. She did her PhD in Leuven and her postdoc in Ghent. Furthermore, she also worked at the Graz University of Technology as a senior researcher and was visiting researcher at the Welten Institute and the Oulu University in Finland. Apart from doing research, she has also worked in the industry where she worked on applications for, among others, Intel, Sony, KIA, Toyota, and Ford. Her research area includes model-driven engineering, simulation of business requirements, testability of requirements, process and behaviour analytics applied into the domain of learning analytics, feedback automation and recommended visualisation.

Patricia is a new assistant professor since October. She has a background in supply chain management, and she has also worked on Business Information Systems. She loves teaching and is happy to be involved in the BIT programme. Currently, she is supervising the Information Management Track of the Bachelor Research project. She studied for her Bachelor, Masters, and PhD in Vienna and

did a postdoc in Munich concerning sustainability. With this knowledge, she is now working at the UT. She is currently working on resilience in combination with sustainability.

Renate is originally from Brazil but did her PhD in The Netherlands in the same group as Luís and Marten for some time. She worked on knowledge management, requirements engineering and ontologies. After her PhD, she moved back to Brazil to be a professor there. She had a temporary assignment in Italy, and now she is assistant professor at IEBIS, where she has the opportunity to focus on ontologies and requirements. She is currently responsible for part of a course in module 3 and she will take over some teaching parts from Marten van Sinderen and the module 8 coordination from Fons Wijnhoven.

c. Introduction programme coordinator a.i.

Tirzah started in the beginning of November, replacing Joyce during her maternity leave. This is her first experience working at a university. She has some experience in vocational education and high school. She did briefly study IBA at the UT, but soon switched to educational sciences in Groningen. She mostly works from home now, but she has visited the campus again once and it feels like home to her.

3. Minutes and Action Points

- **Minutes 29-10-2020**

There are no comments.

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

Tirzah and Maria are looking into this. Maria has studied the requirements for being able to participate. There are six subjects that should be in the programme, but unfortunately the BIT programme only includes three of them. It will be hard to motivate that our current curriculum provides enough basis to let students participate in this minor.

- **133: Invite new staff members for an introduction round:**

Done.

- **135: Look into training opportunities for the BITOC:**

Training will take place on December 11th. Action point concluded.

- **136: Send a proposal for bylaws:**

On the agenda for this meeting. Done.

- **137: Add missing minutes to website:**

Luís has not checked this yet. Niels does not know about the status, has not spoken to Mirande in a while. Niels will ask Mirande about the status when he sends her the minutes.

AP Niels will ask Mirande about missing minutes on the website.

- **138: Process comments and publish annual report:**

On the agenda for this meeting. Luís will publish it after this meeting.

4. Annual report BITOC 2019-2020

Luís received comments from Niels that were made during the previous meeting. These have been processed. No other comments were received, so if there is no more feedback Luís will publish the document after this meeting.

5. Bylaws (huishoudelijk reglement)

Luís has created a proposal and elaborates on the choices he made for our bylaws. The changes from the template are marked yellow. Marloes says there is no mention of the composition of the committee. Niels says this may already be mentioned in the WHW (Law on Higher Education). Luís says that may be the case, and it might also be mentioned in faculty regulations. The total number of members might not be relevant, but one should state the ratio of teachers vs the number of students, which is something Luís will look into.

As there are no comments, Luís suggests to discuss this document at the training on December 11th once again. At the next meeting, the document may then be accepted by the BITOC.

6. AOB & questions

Double degree Münster

Jos asks about the status of the double degree with Münster. Maria says there is, unfortunately, only one student that is interested. As this was the first time, there was no marketing outside the BIT programme. Due to the soft transition (*zachte knip*) most students will now start in February at the earliest. From Münster, there is no information about the number of German students that would be willing to join. Due to corona, the timing was off, and the agreements were only signed in July, which left little time to recruit students. Maria thinks the best course of action is to try to start in September 2021, this time with proper marketing.

Low Code Master course

Gayane says that her course was discussed last time and that they would look into how to make this course complementary the Model Driven Engineering course given by Luís. She has now processed feedback and wonders if she needs to do anything else to receive a course code. Marloes will send her a form which she can fill out to register the course and receive a course code.

AP Marloes will send Gayane a course description form.

Training

Thomas asks if a Microsoft Teams link will be sent for the training. Bernard asks if the training will be recorded to watch back later. Luís confirms that a link will indeed be sent soon and that he will make sure a recording is made.

7. Closure

Luís closes the meeting at 13:26.

The next BITOC meeting will take place on January 28th.

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
108.	2019-09-24	Ask for the reasoning behind BIT not being allowed to follow a Math teaching minor.	Tirzah	Ongoing.
133.	2020-10-01	Invite new staff members for an introduction round.	Jos	Done.
135.	2020-10-01	Look into training opportunities for the BITOC	Luís	Done.
136.	2020-10-29	Send a proposal for bylaws to the BITOC before next meeting.	Luís	Done.
137.	2020-10-29	Add the missing minutes to the BITOC website.	Mirande	Ongoing.
138.	2020-10-29	Process the comments and publish the annual report.	Luís	Done.
139.	2020-12-10	Send Gayane a course description form.	Marloes	New action point.
140.	2020-12-10	Niels will ask Mirande about missing minutes on the website.	Niels	New action point.