

To: programme committee BITOC

Members: Dr. G. Sedrakyan (Chair), Dr. M.R. Machado, Dr. J.L. Rebelo Moreira, Florian Hahn, V.K. Andreev (Valeri, Student M-BIT), M. Jansen op de Haar (Matthijs, Student B-BIT), Mollenhorst, G.M. (Gerrit-Jan, Student B-BIT)

Advisors: Dr. F. Ahmed (Program Director), Wendy Donnelly-Stockentree (Program Coordinator B-BIT), Iris Duiven-Meijlof (Program Coordinator M-BIT)

Farida Elsandany (minute taker)
S. Pots-Rietman (supportstaff)

BITOC MEETING

Date: Monday September 29, 2025
Location: RA 1247
Time: 12.40 - 14.00 hrs

1. Opening, and fixing the agenda

Chair: Dr. G. Sedrakyan

2. Minutes programme committee

Minutes of June 19, 2025
Action Points

3. In and Outgoing mail/ announcements

Incoming mail:

- a. Meeting date proposals for the 2025-2026 academic (For Approval)

Outgoing mail:

4. Agenda

- a. Assessment form research topics MBIT (Iris)
- b. Assessment form thesis MBIT (Iris)
- c. How do we define quality criteria to assess and give advice on courses/modules – purely SEQ or beyond? (Gayane)
- d. Thesis & Gen AI – How can we “control/ensure” students are aware/know what he is writing about? Include “guidelines/grade” at the green light version? (Marcos)
- e. Number of students' thesis per supervisor – Is it an idea to define an “ideal” number of students per supervisor to ensure quality of coaching/supervision? (Marcos)
- f. M1/M3 overlapping ILOs: Proposal for M3-BIDB course ILO's refinement (Gayane/Faizan)
- g. M7 course contents: complementary and overlap analysis (AP233)
- h. Evaluations 2024-25 final quartile
- i. Update on TA hiring: current situation and upcoming modules
- j. Update: member list / web / access / contracts

5. Any other business/ Questions

ACTION POINTS

Nr	Description	Meeting	Responsible	Status
211	Faizan finds out if there is more info about the exemption of Dutch education for the University of Twente.	08-02-2024	Faizan	Pending
227	Number submitted documents with related items in the agenda	06-03-2025	Sylvia	Continuous
229	Adding fixed items from annual programme management template to agendas	06-03-2025	Sylvia	

230	Check whether the schedule of BITOC meetings overlaps with the EEA meeting schedule provided by programme management and update the BITOC schedule if necessary	06-03-2025	Sylvia	
232	Update BITOC webpage	10-04-2025	Sylvia	Done
233	Provide more detailed and content-level information for M7, including assessment, overlap and complementary analysis	15-05-2025	Faizan	
234	Find out missing evaluation information regarding M5	15-05-2025	Wendy	
235	Create meeting date proposals for the 2025-2026 academic year based on Wendy's annual program plan	15-05-2025	Sylvia	
236	Update the BITOC student member list	15-05-2025	Student members	
237	Outline the content overview for M1 and M2 changes	15-05-2025	Faizan	
238	Formal advice letter on the TA shortage, M7 proposal	15-05-2025	Committee	