

## MINUTES BITOC MEETING

Date: Thursday, 30 October 2025

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Location:

Time: - hrs

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**Present:** Gayane Sedrakyan (Chair), Marcos Machado (Committee Member), Florian Hahn (Committee Member), Faizan Ahmed (Programme Director), Iris van Duiven (Programme Coordinator, Master), Valeri Andreev (Student Member, Master), Matthijs Jansen op de Haar (Student Member, Bachelor), Joao Rebelo Moreira (Committee Member)

**Absent:** Sylvia Potsman (Secretary), Daniel van Andel (Committee Member), Wendy Donnelly-Stockentree (Programme Coordinator, Bachelor), Farida Elsadany (Minute Taker)

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### Opening and Agenda

Chair: Dr. Gayane Sedrakyan

Opening at 12.00

The Chair opened the meeting at 12.00. The agenda was approved. A new student member, Johan, joined today's meeting.

### Clarification of Previous Minutes and Review of Action Points

The Chair opened the meeting and confirmed that the agenda was approved. Johan was then welcomed as a newly appointed student member. Johan briefly introduced himself, explaining that he is currently a BIT Master student in the Data Science track, having completed his BIT bachelor, and already working with Marcos for his thesis. An action point was created for the Secretary to ensure that new member appointment is registered and access to P drive is granted (AP ?).

### Review of Previous Minutes and Outstanding Action Points

The committee reviewed the previous minutes. Some comments included earlier related to items that should have been formulated as action points. The Chair indicated that preparing the minutes earlier will help ensure such points are recorded consistently. The committee then discussed the action item concerning the fixed items from the annual programme management template. It was unclear whether Sylvia had transferred these items into the agendas. The Chair stated she would follow up to confirm this. The committee then discussed Module 7. Faizan noted that he had not yet received the necessary content level details and therefore could not provide an update. This item will return to the next meeting. Regarding Module 5 and earlier evaluations, Wendy had seen the evaluation previously but was unsure whether it was complete. The committee agreed that evaluations for Modules 4 and 8, which had not been reviewed due to earlier absences, should also be placed on a future agenda alongside upcoming evaluations for Modules 1 and 5. The committee noted that Module 12 had received only three student evaluations. Members agreed that results based on such a small sample should not be considered representative.

### Recruitment and Outreach Initiatives

The Chair introduced the item on promotion and outreach. Sebastian described an initiative connected to a logistics focused event attended by several hundred secondary school students. He explained that BIT could present itself as a strong programme choice and that he had connections with teachers and parents, which may allow further outreach such as guest lectures or classroom activities. He noted that his schedule was full and that he sought colleagues to collaborate in preparing materials and participation.

Committee members discussed language considerations, confirming that if the event is conducted in Dutch, Wendy may be able to join and assist. If the event is in English, Faizan would be able to participate. The committee considered which staff members might be suitable for Dutch language presentations. They discussed past promotional activities and possible presentation content, such as examples of BIT projects or experiences from thesis work, job opportunities. The importance of maintaining good communication with the Industrial Engineering and Management programme was raised, noting that both programmes recruit from similar events and that cooperation should remain transparent to avoid misunderstandings. The committee agreed that BIT should inform IEM of its participation.

The Programme Coordinator proposed bringing existing marketing materials to the event, such as programme cards, and preparing new materials if needed. Members discussed suitable student driven examples, including those from the serious gaming and e sports minors, which could help attract attention. The possibility of using external connections, including those in Germany, to reach additional student populations was also raised. Johan mentioned he could explore outreach possibilities in Gronau.

Several members noted that a curated inventory of strong student projects would support outreach and open days. The Chair agreed that the programme should collect suitable examples and ensure that promotional content, including the introduction video on the website, remains current (AP for updating the video ?).

#### Programme Communication Channels

The committee discussed communication practices among students, TAs and programme management. Students explained that student complaints often circulate informally rather than through official channels. Faizan reminded members that students may submit concerns via Interactive or directly to him. He stressed the need for problems to be reported as they occur, rather than after a course has already ended. He asked TAs and student members to inform him promptly so that he can intervene early. The committee agreed that communication pathways will be clarified and reinforced.

#### Quality of Assessment

The Chair presented the consolidated proposal regarding the quality of assessment, which collected ideas discussed during the previous meeting. She asked whether the committee approved forwarding the proposal to programme management. Faizan agreed with the content but reminded the committee that the quality of assessment is formally the responsibility of the Examination Board. He will therefore bring the proposal to the Examination Board for consideration.

### Research Topics and Thesis Assessment

The Chair confirmed that the comments on the research topic and thesis assessment documents had been incorporated into the suggestions file for programme management, as requested by the latter, with the aim of supporting them in identifying areas that may require further attention. Marcos added additional suggestions and proposed that the committee pilot the updated matrices through a thesis carousel before formal adoption. He explained that running a carousel would help reveal how different supervisors apply the rubrics and where inconsistencies may emerge. The committee agreed that this would be valuable. Marcos noted that he has sent his suggestions directly to the programme director by email. The committee shared the suggestions file, together with Joao's commented version, to support the development of improved drafts based on the collective input. A formal advice can be provided by the committee in the next iteration.

### Research Methodology Line and Curriculum Redesign

The Chair raised the topic of the research methodology line inquiring about the plans from program management for further integration of this line into modules' structure to ensure coherence. It was noted that in Module 3 only two core courses are currently expected to contribute to the module project. Given that Research Methods is also a core course, it remains unclear whether this course should likewise align with the module project. Faizan clarified that BIT offers two research methods courses, with additional academic skills delivered in separate components. He and Guido have been discussing ways to streamline the content and to integrate research methods and academic skills more coherently. One idea under exploration is to create a three EC component whose grading integrates assessments currently dispersed across the curriculum. Discussions are ongoing and no decisions have been made.

Faizan also explained that a broader effort is underway to rethink the BIT curriculum. He noted that the curriculum was designed roughly a decade ago and contains structural fragmentation resulting from historical constraints rather than pedagogical design. He emphasised that the BITOC will serve as an impartial evaluating body once concrete proposals are prepared.

### Math Line Discussion with Guest Speaker

Ram, representing Applied Mathematics, joined the meeting to present the proposed redesign of the math line. He explained that mathematics staffing constraints require efficient reuse of existing course materials across programmes. He outlined the core categories of mathematics relevant to BIT, including proof based math, discrete math, calculus, linear algebra, probability and statistics. He explained that BIT requires stronger logical and proof oriented foundations than currently provided. The proposed redesign therefore includes a dedicated Logic and Proof course in the first quartile, followed by courses in discrete mathematics, linear algebra, calculus tailored to BIT and CS needs and probability and statistics.

Ram explained that BIT students must choose between an algebra track and a calculus track because they cannot take both. He noted that teachers have designed course combinations that minimise mathematical gaps, although choices such as taking probability without loss functions remain suboptimal in some cases. He also explained that student preferences for certain lecturers result in skewed enrolments that complicate resource planning.

The committee discussed student perceptions of mathematics within the curriculum. Students explained that mathematical knowledge often decays between Year 1 and later modules. Ram acknowledged this and

stated that distributing mathematical content more evenly across the curriculum could improve long term retention but that resource constraints limit flexibility.

The Chair emphasised the need for mathematical content to align closely with BIT learning outcomes which is also aligned with accreditation report. She expressed concern that calculus content inherited from engineering programmes includes topics that do not meaningfully contribute to BIT competencies. Ram agreed and confirmed that the redesign aims to remove irrelevant engineering topics.

The committee thanked Ram for the clarification. The Chair noted that final decisions on curriculum placement will follow once programme management completes the broader curriculum redesign.

#### Closing

The meeting was closed at .

#### Action Points list

<b>Nr</b>	<b>Description</b>	<b>Meeting</b>	<b>Responsible</b>	<b>Status</b>
227	Sylvia, please number the sent-in documents with corresponding points within the agenda. (This is to reduce the time spent searching for the corresponding documents.)	06-03-2025	Sylvia	Continuous
229	Sylvia, please include the fixed items from program management's yearly template to the agendas. Fix a day/time deadline with the program management to inform the committee of items on PM side.	06-03-2025	Sylvia	Pending
233	Faizan, provide more detailed and content-level information for M7, including assessment, overlap and complementary analysis.	15-05-2025	Faizan	Open
235	Sylvia, create meeting date proposals for the 2025-2026	15-05-2025	Sylvia	Done

	academic year based on Wendy's annual program plan.			
239	Content-level information for Module 7 to be discussed in the next academic year.	23-06-2025	Faizan	Pending
240	<del>Content level information for Module 7 to be discussed in the next academic year.</del>	<del>23-06-2025</del>	<del>Faizan and Gayane</del>	<del>Pending</del>
241	Content level information for Module 7 to be discussed in the next academic year.	23-06-2025	Committee members	New
242	Gayane to invite Rom Langerlak (TCS) to the next BITOC meeting to present the math line design.	23-06-2025	Gayane	Done
243	Provide feedback on research topics and thesis assessments forms	29-09-2025	Committee	Pending
244	Provide recommendations on the quality evaluation from improvements	29-09-2025	Committee	Done
245	Make a list of fixed agenda items for the evaluations	29-09-2025	Sylvia and Wendy	Pending
246	Ensure access to the new student member	29-09-2025	Sylvia	Pending
247	Investigate the organisation of research presentation sessions per quartile.	30-10-2025	Faizan and Iris	New
248	Support Sebastian with the Dutch Logistics Week at Port of Twente and develop an outreach plan for the Overijssel region, including Twente, Deventer, and Zwolle.	30-10-2025	Faizan, Wendy, Matthijs, Valeri, Johan, Gayane	New
249	Explore outreach possibilities in the Gronau region and develop ideas for engagement.	30-10-2025	Johan	New
250	Collect additional outreach ideas from teachers.	30-10-2025	Gayane, Frederik, Robin	New
251	Prepare evaluations for Module 4, Module 8, and Module 1.	30-10-2025	Programme Management	New
252	Request feedback from the Module 1 teacher, as student input indicated that the module was perceived as chaotic.	30-10-2025	Wendy	New
253	Provide Johan with access and handle contractual arrangements.	30-10-2025	Sylvia	New

254	Update the BIT webpage video.	30-10-2025	Programme Management	New
255	Coordinate fixed agenda items with Wendy	30-10-2025	Sylvia	New
256	Update the BITOC webpage to include the new members.	30-10-2025	Sylvia	New
257	Send the approved summaries and recommendations regarding the research topic and thesis assessment forms to programme management.	30-10-2025	Gayane	New
258	Send the approved summary and suggestions concerning quality criteria beyond and including SEQ to programme management.		Gayane	New