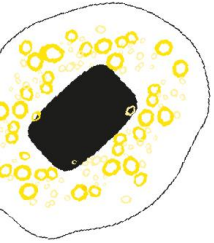
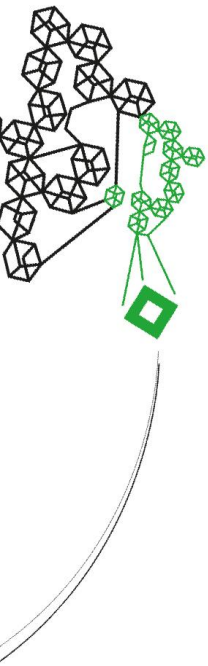


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Programme-specific appendix to the
Education and Examination Regulations (EER)
2022-2023

For the Master (of Science) programme
Environmental and Energy Management (MEEM)



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1. General provisions

1.1. Admission to the programme

Admission requests for the programme are assessed by an admission committee that consists of both programme coordinators and two examiners.

The standard admission criteria are as follows:

- ✓ **have at least a Bachelor's degree in a related discipline in the following programmes of natural, technical, environmental or social sciences at a research university of university of applied sciences:**

A. Natural, Technical and Environmental Sciences

Bachelors in the field of Engineering Sciences, Technical Sciences, Natural Sciences (chemistry, physics, geology, biology, ecology, etc.), Environmental Studies / Sciences, agricultural / forestry Sciences, Earth Sciences, natural resources management, Environmental Health Sciences

B. Social Sciences

Bachelors in the field of Business / Business Administration / Commerce, Policy Studies / Political Science, Economics, Law, Management / accounting sciences, Public Management, Environmental / Natural Resource / agriculture / forestry Management, Public Health, (physical, regional, economic) Planning sciences.

NB1 - When the bachelor degree in a programme of the above lists has been obtained at the level of a **university of applied science**, then admission may be possible only upon having a GPA score of 7.0 and after completing (parts of) the MEEM pre-Master programme (with a minimum of 5 and a maximum of 30 EC). The admission committee provides assessments on whether this is necessary and if so, to what extent – the MEEM programme director takes the final decision.

NB2 - Applicants with a Bachelor that is not in the Natural, Technical, Environmental or Social Sciences, as listed in the above can only be admitted when possessing at least 3 years of directly relevant work experience, or upon completion of (parts of) the MEEM premaster programme. The admission committee advises on admissibility to this programme; the MEEM programme director takes the final decision.

- ✓ **Proper proficiency in the English language, at least a minimum score of 6.5 on the Academic IELTS test, or a score of at least 90 on the Internet based TOEFL-iBT test.** In special circumstances, such as with double diploma arrangements, native language or

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language of a completed bachelor or master programme, the admissions committee can, upon request, provide an assessment on whether an at least equivalent level of proficiency is otherwise secured.

- ✓ **For a positive assessment the relevant diplomas and transcripts as proof of the above have to be certified.**

To prevent enrolment of students who are not fit for MEEM, all students have to enclose with their admission form a motivation letter and a CV in which they demonstrate that they have sufficient affinity with (reflection on) sustainability sciences.

The management of the programme may, in divergence from what is stated in the above, grant to prospective students that do not yet fulfil the requirements for admission, the opportunity to follow certain parts of the master.

1.2. Language of the programme

The MSc Environmental and Energy Management is taught in English. This means both that the courses are instructed in English, and all course materials (textbooks, readers, etc.) are in English, as well as all tests, examinations and practical exercises (specifically the Master-thesis).

1.3. Rights, duties and composition of the programme committee

In line with article 9.18 WHW, each programme has a programme committee, which has the duty to advise programme management on improving and safeguarding the quality of the programme. It has a right of consent regarding a number of topics in the Education and Examination Regulations (EER), e.g., the goals and intended learning outcomes of the programme in terms of knowledge, insight and skills that a student should have acquired at the end of the programme; where necessary the layout of practical exercises; the study load of the programme and its study units. In addition, the programme committee evaluates on a yearly basis the manner in which the EER has been carried out and has the right to advise programme management and the dean – invited or uninvited – on all matters relating to the teaching in the programme.

The composition of the current programme committee can be found here: [MEEM programme committee](#)

2. Contents and structure of the programme

2.1. Contents and structure of the programme

The MEEM programme aims at preparing students to become sustainability professionals able to organize, manage and lead socio-technical change in the environmental, energy and water domains, towards sustainable development. The core of this one-year, English-taught programme consists of three interconnected domains of sustainable development: environment, energy and water. The programme teaches the interrelated management and governance of these three crucial natural domains. Graduating in one of the three domains will prepare students for working with multidisciplinary teams in business, government, NGO's, consultancy or (PhD) research anywhere in the world.

The MEEM course list for 2022-2023

Table 1

Q	Course code	Name	EC	Examination
COURSES 28 EC				
1	201700114	Environmental Management	4	S + PG
1	201900112	Sustainability and Law	3	S
1	201700116	Energy Management	4	S + PS
1	201900111	Water Management	4	S + PG or PS
2	201900128	Policy and Sustainability	3	PS
2	202100104	Rurban Commons	6	PGI + PGR + PS
2/3	201700043	Academic Research Skills	4	PRS + PS
SPECIALIZATION 28 EC				
3	201900129/3 0/31	Case project (Energy, Environmental or Water)	10	PGI/PGR
3	202001451	Research Proposal (Energy, Environmental or Water)	3	PS
4	202001452/5 3/54	Master thesis (Energy, Environmental or Water)	15	BAM
PERSONAL DEVELOPMENT 4 EC (to be chosen from the following courses)				
2	202100152	Sustainability & Justice	2	PGI

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2	202100153	Digitalisation & Sustainability	2	PS
3	202100154	The Sustainability Game	2	PG + PS
3	202101456	Stakeholder and social network analysis in sustainability transitions	2	PR

This structure is foreseen for students who begin the programme in September 2022. The following abbreviations are used under the 'Examination format' column:

- S written examination
- PGI group assignment, including a written group report and (in so far as possible) individual assessment of the manner in which the student participated in the group exercise
- PG group assignment, including a written group report and the assessment of this report for the group
- PS individual assignment, including a written report
- PRS Presentation
- PGR group assignment and oral report of this through a presentation
- PR individual assignment and oral report of this through a presentation
- BAM reviewed in accordance with the procedures laid down in the regulations applicable to the Master's thesis.

2.2. Study load

The MEEM has a total study load of 60 EC.

2.3. Programme-specific characteristics

The MEEM is divided into three components:

1. Course work (quartiles 1 & 2)
2. Specialization:
 - 2.1 Case-project (quartile 3)
 - 2.2 Master-thesis (quartiles 3 & 4)
3. Personal Development (quartiles 2 and 3)

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The course work is common to all students; the Case-project and Master-thesis are based on the specialization streams.

During the course-work period, the core substantive courses are structured around the theme of management of socio-technical change towards sustainable development. They provide the (mainly) disciplinary knowledge in the environmental, water and energy management domains. Next to these courses, the course on Academic Research Skills is more integrative in nature and the programme also offers Personal Development Electives, within which students can choose subunits of study. In general, there are many interlinks between courses.

While the course work period is common for all students, in the next two phases, of the Case-projects and the Master-thesis, students choose a specialization:

1) Environmental Management

The environmental management specialization teaches students to understand the problems and challenges involved in the greening of industry strategies regarding the environmental and social sustainability, to analyse the management strategies at different scales (firm, supply chain, sector and region) towards a more socially inclusive (stakeholders engagement) and greener industry, to design environmental and socially inclusive management systems that cope with the industrial challenges of delivering sustainable products/services and manage the greening of industry by engaging systematically the relevant stakeholders and by implementing the adequate sustainable management strategy.

2) Energy Management

In the energy management specialization students learn to understand the socio-economic, political, and global embedding of energy in society from different conceptual perspectives. They discover the problems and challenges involved in the required transitions to sustainable energy systems at different scales (e.g. market, region, community, organization, household). Students learn to design adequate sustainable solutions for energy systems and what it takes to govern the transition to sustainable energy supply.

3) Water Management

The water management specialization teaches students to understand the problems and challenges involved in reaching out for sustainable water resources, a safe and affordable water supply and climate resilient water-land systems; to analyse the governance of water and climate adaptation ,to assess the potential for improvement in urban and rural contexts, , applying multidisciplinary, multi sectoral and comparative perspectives, with foci upon strategies, plans, measures and instruments reaching from UN-Water / SDG6 to regional and local global south contexts.

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Both in the Case-project and Master-thesis there may be opportunities to substantively make links between different specializations.

Content of practical exercises: A characteristic of the instructional approach in the MEEM programme is strong links between theory and practice. This calls for active and collaborative learning, and teaching methods that enable such links. Thus, in most courses practice-oriented application of concepts is used to teach participants (how) to use them in practice and to reflect on the context in which tools and concepts are or can be used. This, in turn, gives rise to classroom discussions, through which participants learn from each other and from the situation and solution strategies used in various countries. Active and collaborative learning by students is promoted by including e.g., assignments, workshops/interactive classes, Case-project and the Master-thesis. Starting in MEEM23 (2021-2022) elements of Challenge-based learning have been introduced into the programme; to begin with in the Case-projects.

Given the fact that MEEM takes a view that connects global with local issues and that invites students from across the world, many programme elements specifically connect to local issues across the world, such as of participants' home situations. Of course the programme also uses issues close by, in Fryslân, but only in as much as exemplary to issues elsewhere.

The programme has a Master of Science (MSc) accreditation in the domain of "social science oriented environmental science".

2.4. Elective options

The programme comes with three types of elective options:

- a. the choice of specialization (one of the following three: environmental management, energy management, water management – starting with a Case-project in quartile 3)
- b. the choice of two elective courses from a list of four courses within the frame of the (4 EC) Personal Development courses.
- c. the choice of the individual Master-thesis topic, within the chosen specialization, and within the (broad) competence of the existing MEEM staff.

The choice of above options a. and b. will be presented to the students in the course of the study year, together with a procedure on how and ultimately when to make their choice known. Once the deadline has passed, the choice that was made cannot be undone. Further, a choice made includes the obligation to participate in the compulsory activities, assignments and/or examinations related units of study (i.e., under a, of the relevant Case-project; under b. of the relevant personal development course). Non-participation will be listed on the diploma as a 'fail' mark.

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The choice of the above option b. can only be made in such a way that the total 4 EC is divided equally over quartile 2 (2 EC) and quartile 3 (2 EC).

The choice under the above option c. will be presented in accordance with the procedure outlined in the 'Guidelines for the Master-thesis'. Once the deadline for choosing a topic has passed, it cannot be undone within the same year of study.

2.5. Joint/double degrees and/or international cooperation and agreement(s)

The MEEM programme has a positive attitude towards international cooperation and actively explores opportunities for this.

Starting from the academic year 2009-2010, cooperation with the University of Padjadjaran (Bandung, Indonesia) in the form of a Double Degree programme, was launched and is still successful today. Further, many of the lecturers involved in the MEEM programme are 'internationals' themselves, are part of international networks and / or participate in international research or educational activities.

2.6. Pre-master's programme

The UT pre-master 'Towards Managing Sustainability in a Technological Context' is dedicated to prepare students for the Master of Environmental and Energy Management. The programme is relevant to prospective MEEM-students with a skills and/or knowledge gap between their current competences and the admission requirements of the MEEM programme. The pre-master programme consists in total of 30 EC, with two modules of 15 EC, each with three courses of 5 EC, as displayed in Table 2.

TABLE 2 – MEEM PREMASTER

Module Academic skills (15EC)	Module Context Sustainable development (15EC)
Academic reading skills(5EC)	Introduction into Sustainable development (5EC)
Academic writing skills(5EC)	Introduction Physical aspects of energy and sustainable development (5EC)
Academic research skills(5EC)	Introduction into Discourses in sustainability politics and policies (5EC)

Depending on student background a decision is taken about whether a student needs to first complete all, a few or just one course(s) of the pre-master programme before being admissible to MEEM.

3. Programme objectives and final qualifications

3.1. Programme objectives

MEEM's unique profile follows from the **vision** that socio-technological change is necessary to achieve sustainable development, and that its **mission** is to educate sustainability professionals, who can organize and manage such socio-technological change in the environment, energy and water domains. This mission is set out in a programme that:

1. focuses on ecological, social and economic sustainability by studying environmental, energy and water management, first broadly and next by specializing on one domain, to address grand societal challenges, especially climate change, but also resource depletion, and urbanization;
2. adopting a multidisciplinary approach that features social sciences, with an emphasis on governance, policy, law and management, against a natural science background;
3. from a global-local ('glocal') and a rural-urban ('rurban') perspective on sustainability, in an international classroom;
4. combining academic and professional competences, to not only research but also design, organize, manage and lead socio-technological change;
5. and doing all of this in an intensive one-year programme.

Following its vision and mission, the aim of the MEEM is to educate students towards becoming sustainability science professionals with the following profile:

A graduate of the MEEM qualifies as a sustainability science professional who focuses on researching, managing and governing socio-technical changes in the environmental, energy and water domains towards sustainable development of rural and urban regions. By analysing, designing, implementing and assessing processes in socio-technical systems, the graduate can address societal challenges, such as climate change, environmental pollution, resource depletion and social inequalities on various levels. The graduate applies a multidisciplinary perspective to contribute with a critical-analytical attitude towards a responsible development and use of technologies.

3.2. Final qualifications

Upon successful completion of the MEEM, the graduates will reach the following final qualifications¹:

¹ Based on: Meijers A.W.M. et al, *Criteria for academic bachelor's and master's curricula* (4TU: 2005).

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1. Expertise within and across MEEM domains

Graduates have interdisciplinary knowledge about the topics and trends in sustainability science, particularly in the domains of environmental, energy and water management and governance, and can further develop this knowledge.	
1.1	Graduates have knowledge of theories, methods, techniques and topical questions regarding the political, managerial, legal and regulatory aspects of resource use and governance in the MEEM domains.
1.2	Graduates are able to integrate knowledge from various disciplines that relate to the MEEM domains; understand interrelationships in social-ecological and socio-technological systems, including, if relevant, spatial and digital dimensions.
1.3	Graduates are able to apply combinations of these concepts, theories and tools to reason, evaluate, and design in real-life cases and specific contexts; to identify the barriers and enablers of change; and to assess the usefulness and feasibility of these concepts, theories and tools in real-life cases and various contexts.
1.4	Graduates are able to spot gaps in their own knowledge independently, and to revise and extend their knowledge through study.

2. Competence in doing research

<i>Graduates can acquire new scientific knowledge through research. For this purpose, research means the development of new knowledge and insights in a purposeful and methodical way, aimed at socio-technical changes towards improved environmental, energy and water management and governance.</i>	
2.1	Graduates are able to formulate research problems, taking the system boundaries into account, and to defend the formulation against involved parties.
2.2	Graduates are able to prepare and execute a research plan, such as by performing a literature review, collecting data, applying qualitative and quantitative data analysis methods, and making recommendations and designs towards fundamental understanding and/or case-related problem solving .
2.3	Graduates are able to independently assess research within the disciplines relevant to the MEEM domains on scientific value, and draw conclusions upon research as performed, and argue about their assessment and conclusions.
2.4	Graduates are able to deal with the changeability of the research process through (unforeseen) external circumstances or advancing insight, and are able to steer the process on the basis of this.

3 Competence in designing solutions

<i>Graduates can design solutions, such as by challenge- and case-based recommendations or guidelines for the use of instruments or tools. Designing for this purpose means a synthetic activity aimed to solve problems or improve processes in socio-technical systems.</i>	
3.1	Graduates are able to describe wicked problems that a solution is desired for, while taking account of the system boundaries, and to defend this description against the parties involved.
3.2	Graduates have the creativity and synthetic skills with respect to design solutions to (case-related) problems, also in a challenge-based manner, involving a (SMART) design of action upon having engaged with and researched the problems underlying the challenge.
3.3	Graduates are able to formulate a design for action, programme, policy, project or recommendations for environmental, energy or water management and/or governance issues in their context, based on integrated knowledge.

4 Demonstration of a scientific approach

<i>Graduates can apply a systematic approach, characterised by the development and use of scientific theories, models and coherent interpretations, demonstrate a critical attitude, and have insight into the social science and its relationship with technology and natural resources.</i>	
4.1	Graduates are able to critically examine existing theories, models or interpretations in the area of their graduation subject.
4.2	Graduates are skilled in understanding and modelling complex adaptive social-ecological and socio-technical systems, to critically choose between relevant analytical techniques, and to adapt such techniques for their own use.
4.3	Graduates have insight into the relationships between natural resources and socio-technical processes and have knowledge about current debates on these relationships.
4.4	Graduates have insight into (the current debates about) the scientific practice (research system, relation with clients, publication systems, the importance of integrity, providing proper credits and references, etc.) and are able to apply this in their own work.

5 Demonstration of basic intellectual skills

<i>Graduates are competent in reasoning, reflecting, and forming a judgment. These are skills which are learned or sharpened in the context of disciplines relevant to the MEEM domains, and which are generically applicable from then on.</i>	
5.1	Graduates are able to critically reflect on their own thinking, decision making and acting and are able to adjust these on the basis of this reflection.

5.2	Graduates are able to recognise modes of reasoning (induction, deduction, analogy etc.) within the field and are able to apply these modes of reasoning.
5.3	Graduates are able to form a well-reasoned opinion in the case of incomplete or irrelevant data, taking account of the way in which that data is collected or created.

6 Competence in cooperating and communicating

<i>Graduates can work with and for others as a change-agent in the endeavour of fostering sustainable development. This requires not only interaction, responsibility, and leadership, but also communication with academic and societal stakeholders.</i>	
6.1	Graduates are able to communicate about their research and solutions to problems with academic and societal stakeholders. If and when relevant, they can do so by taking the role of change agent, actively contributing to communicating and cooperating towards fostering sustainable development in the MEEM domains.
6.2	Graduates demonstrate transversal skills such as self-discipline, enthusiasm, perseverance, self-motivation, as well as drive, reliability, commitment, accuracy, and independence.
6.3	Graduates are able to cooperate as a member of a multi-disciplinary and international team – to analyse and solve challenging, complex and wicked problems (be it local or global) in the environmental, energy and water domains.

7 Awareness of the temporal and social context

<i>Graduates are aware of the social and temporal context of science and technology, and can demonstrate this awareness in their work, such as by considering their role as a change agent fostering sustainable development.</i>	
7.1	Graduates are able to analyse and to discuss the social consequences of the new developments in MEEM domains with academic and societal stakeholders, and integrate these consequences in scientific work.
7.2	Graduates can critically analyse and discuss the ethical and normative aspects in MEEM domains, as well as the consequences and assumptions of scientific thinking, and integrate these aspects in scientific work.
7.3	Graduates pay attention to and reflect on the different roles of professionals in society, such as being a change-agent for sustainable development, with a view on global citizenship and with an attitude of tolerance, openness, respect for diversity, and with intercultural understanding.

4. Assessment/examination

4.1. Final examination

The programme leads to one academic diploma, the Master of science degree in environmental and energy management. The Master degree is obtained only upon successfully completing all the examinations of the units of study, including the Master-thesis.

4.2. Assessment format examinations/tests

The examination formats of each of the units of study (courses) in the MEEM programme is shown in table 1.

Examinations or tests can be held online. When a test or examination is held online by means of online surveillance or online proctoring, the examination board may lay down further rules and conditions for online (proctored) testing. See Article 4.1 of the (common elements of this) EER.

Because the MEEM belongs to the Faculty of Behavioural Management and Social Sciences, it operates within the general rules on education and examinations as set by the University and the Faculty, the UT Master's OER/EER (Onderwijs- en Examen Reglement / Education and Examination Regulations). Specific regulations, procedures and requirements with respect to MEEM examinations are laid down in the 'exam regulations' in the study guide.

Article 4.1.14 of the (common elements of this) EER states that examination results are expressed in half grades from 1.0 up to and including 5.0 and from 6.0 up to and including 10.0 whereby:1. Grades will only be rounded in the last phase of the assessment of the study unit/course;2. The rounding is done in accordance with the following scheme:

Grade $\geq 5,00$ and $< 5,50$	5,0
Grade $\geq 5,50$ and $< 6,00$	6,0
In case $n \neq 5$ Grade $\geq n,00$ and $< n,25$	$n,0$
Grade $\geq n,25$ and $< n,75$	$n,5$
Grade $\geq n,75$ and $< (n+1),00$	$(n+1),0$

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Test results (within a study unit) are expressed in a grade from 1 to 10, with one decimal place, or as 'pass / fail'.

The duration of the programme is one year. With regard to the units of study in the category of course work (so, excluding the Case-project and the Master-thesis), in principle there is a maximum of two opportunities to pass an examination or test: the regular examination or test and the re-examination or re-test.

The, in time, second opportunity to do an examination or test is available only in case of:

1. non-participation, with prior notification to the relevant lecturer, to the first examination or test, and
2. in case of obtaining a fail mark on the first examination or test opportunity.

When a student does not attend an (re-)examination or (re-)test without informing the lecturer beforehand, then this will nonetheless be classified as a valid examination or test opportunity.

An opportunity for a second re-examination or re-test in one specific course within the same year as the previous examinations or tests, is possible only when the involved student has, in that same year:

- a. obtained a pass for all other study units,
- b. in that same course failed both earlier examinations or tests, and when
- c. it is evident that the student has made serious efforts at these earlier examinations or tests.

A request for a second re-examination or re-test must be made with the examination committee, within one month after the last examination or test result that satisfies the requirement of having passed all other study units is published in OSIRIS.

As regards a no-pass on a deliverable upon a summative assignment, a division is made between having to create a fully new deliverable (upon a new assignment), applicable to small/short assignments, and improving a failed deliverable upon one and the same assignment. In the course descriptions for each course further information is provided on which of the two options applies; if no specification is given the option for small assignments applies. In all cases feedback is given on the failed deliverable.

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If a study unit has been completed (i.e., passed with at least a 6.0 or with a 'pass') this assessment is final.

For each study unit, the relevant Osiris form will state if the final result is expressed in a grade of in a pass/fail judgment. By default, it is expressed in a grade. Exams of units of study on the list of Personal Development courses are only concluded by a 'pass/fail' result.

In case of special personal circumstances, students may be allowed an extra opportunity than following from the above text to take an examination or test. To apply for this, the student must make a request, in writing, to the Examination Board of the programme. In the Case-project period and the Master-thesis, there is no second opportunity to repeat compulsory elements of these courses. Again, in case of special personal circumstance (beyond personal control, such as serious illness or accidents) the Examination Board and programme management will try to find a solution upon a student's request.

The procedures for the part of the examination called Master-thesis are outlined in the specific manual 'Guidelines for the Master-thesis'. The procedures described in this manual are assumed to be part of the Students' charter.

4.3. Period of validity of test results

In conformity with paragraph 4.8 of the common elements of this EER, in the master of Environmental and Energy Management, the validity of a result of a study unit has no time-limitation. Separate tests within a study unit are valid only within the academic year in which they were obtained. In case of compelling personal circumstances, the Examination Board may allow an extension of the latter term of validity.

4.4. Prerequisites / required sequence of interim examinations

There are no prior knowledge prerequisites in the MSc other than being admitted to the programme.

4.5. Examination board

The examination board is the body that determines in an objective and expert manner whether a student meets the conditions set under the Education and Examination Regulations (EER)

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concerning the knowledge, insight and skills required to obtain a degree. Members of the examination board are appointed by the dean of the faculty.

More information, including the most up-to-date composition of the examination board can be found at its website [Examination board](#) Alle information for students, examiners and educational support staff about the examination boards of BMS is published there, including their Rules and Guidelines, and the procedures and conditions for submitting a request.

5. Transitional arrangements

All students starting per September 2022 need to follow the study programme as described in section 1. The transitional arrangements apply to those students who started their study programme in previous academic years. For all questions regarding study planning, please contact your study advisor!

5b Arrangements regarding changes in the 2019-2020 curriculum

In the 2020-2021 curriculum the Master-thesis stage consists of 18 EC (15+3). Before September 2019 this was 20 EC. Students from older cohorts (i.e., 2018-2019 and earlier curricula) who are yet to finalise the Master-thesis should still put an extra 2 EC (56 hours) into their Master-thesis in order to graduate successfully.

Alternatively, to the above arrangements, students from older cohorts may also choose subunits of study from the list belonging to the Personal Development Electives course (of 4 EC) to count up to a total of 60 EC.

6. Other topics

6.1. Graduation with distinction

If upon sitting the final Master's examination, the student has shown evidence of exceptional capability, 'cum laude' will be recorded on the degree certificate.

A student is considered to have exceptional capability if each of the following conditions is met:

- i. all requirements for completion of the Master programme have been fulfilled;
- ii. the non-weighted average grade for the coursework (not including the Master-thesis and courses that are assessed using 'Pass' or 'Fail') is 8.0 or higher;
- iii. in the determination of this average, the study units that were not evaluated with a numerical grade or for which an exemption was granted are not considered;
- iv. for the units of study that are assessed using grades, the minimum grade is a 7.0, and on no more than 2 units was the final grade a 7.0 or 7.5.
- v. no graded work was re-done in an official re-sit.
- vi. the grade for the Master-thesis is 9.0 or higher;
- vii. The programme is completed within a period of 15 months;
- viii. the student has not committed fraud during the entire duration of the programme, as evidenced by the Fraud Registry of the examination boards of BMS.