

*Faculteit Elektrotechniek, Wiskunde en Informatica*

*Technische Informatica, Telematica*

*Bureau Onderwijszaken*

To: Members OLC CreaTe/HMI

From: Barbara Spikker

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**Concerning Minutes of the OLC CreaTe/HMI meeting nr. 6, 20 May 2011**

Present committee members: dr. E.M.A.G. van Dijk (chair), dr.ir. C. Salm  
D.A.F. Mulder, M. Oude Veldhuis, T.J. Visser (vice-  
chair)  
Others: dr. G.F. van der Hoeven (director), B. Spikker (support  
staff, minutes)  
Absent: dr. M. Poel, I. Visser

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**1. Opening and announcements**

Van Dijk opens the meeting at 11.00 and says welcome to Oude Veldhuis and Salm.

*Announcements*

Van der Hoeven announces that at the moment 111 students have applied for CreaTe. 32 applicants will come the 6<sup>th</sup> of June for the intake. The next moment for the intake will be on the 28<sup>th</sup> of June. The intake is obligatory but students can't be refused according to the law.

Last year the intake of first year students was 50 but at the end 40 of them came.

At the moment there are 5 tutors but 15 tutors are definitely needed. The recruitment will be done now more compelling. Also extra teachers are needed for projects in the second year because of the departure of some teachers (Van Passel, Eliens, Amerongen).

Salm wants to know why the recruitment of teachers is so difficult. Van der Hoeven explains there are several reasons e.g.:

- CreaTe has many supplied education and for CreaTe students they do not develop new courses but CreaTe students must follow the existing courses.
- Anton Eliens gives 8 courses for large number of students (projects) and will leave and at the moment there is not much disposition to take over the projects.

Van der Hoeven expects that the disposition will grow because CreaTe has become more known.

Computer Science	49 applicants
Electrical Engineering	42 applicants
Math	32 applicants

**2. Fixing the agenda**

The agenda is fixed as proposed.

### 3. Minutes programme committee of 15 April 2011

The committee has no adjustments to the minutes.

*Points of discussion following the minutes*

*Page 1*

Van der Hoeven has no form of address. This will be adapted.

#### **Action**

- Action 7           there is a new member this action can be deleted.  
Action 8           students can drop in on Van der Hoeven individually.  
Action 9           it is discussed with the other programme directors but at the moment there isn't clearness. IO has the same problem. This actions must stay on the agenda.  
Action 10          can be deleted.

### 4. Incoming/outgoing post

None

### 5. Programme-specific part of the OER Creative Technology 2011-2012

The 1<sup>st</sup> year is determined. The 2<sup>nd</sup> year hasn't changed considerable. The list with abbreviation must be adapted because some abbreviations aren't mentioned. Van der Hoeven will write this in full so it becomes clearer. Also the footnote will be adapted.

Also in the second year some course names has been changed. The table is correct only the teacher of Wireless communication systems wants to change the name to Wireless communication studies.

Oude Veldhuis mentions that it isn't clear to which track the courses belong to. Van der Hoeven will adapt this.

The members have a question about point 2 , page 4 beneath the table. Who checks how many credits are open? There should be an announcement to BOZ so that they can check. CreaTe students do not graduate within a chair. IO has a teacher who organizes the graduation. The students choose an assignment then a supervisor will be looked for. Van der Hoeven wants something similar.

*Page 5*

Part b specializations the sentence...they make a difference in the second year... isn't correct or understandable. Van der Hoeven will look if he will adapt or remove it.

*Part c*

The graduation committee must supervise that the student has fulfilled all requirements. Salm want to know who judges the assignments. Van der Hoeven mentions that that doesn't belong in the OER but in the RET.

*Page 6 part i Transitional arrangements*

The member wants to know if only the course name have been changed or also the contents. Van der Hoeven explains that differs. Some courses have become larger because Van der Hoeven thought the 1<sup>st</sup> year was too shallow.

*Page 6 part J*

This part conflicts with the general part. Van der Hoeven explains that the projects must be in English and the courses are taught in English. Students may speak among themselves in Dutch etc.

The members agree to the OER Creative Technology under the express condition that the table will become complete and the abbreviations will be mentioned.

## **6. Programme-specific part of the OER Human Media Interaction 2011-2012**

Van der Hoeven explains that the general part haven't been changed. The changes are in the appendix.

### *Appendix page 2*

Trento is mentioned in the appendix. The members find the name exit and entry students confusing. Maybe this can be changed.

### *C. Basic subjects page 3*

Van der Hoeven mentions that the course Research Methods doesn't exist anymore. There is an alternative the course Research Methods HFM but that is a 10 EC course. The members agree with the alternative.

Maybe it is an idea to put the compulsory courses on top of the table.

### *Page 5*

The intention is to change Graphics & virtual reality to a bachelor course. The members decide that coming academic year it is allowed to follow this course as master and the year upon that there will be a transitional arrangement.

### *Page 6, 7 and 8 Trento*

This is adopted from what is given by Paul Havinga en Dirk Heylen what they have agreed with Trento.

### *Page 8 course programme*

There is no deadline of handing in the course programme. Van der Hoeven mentions that this is mentioned in the RET.

### *Page 10*

The members wonder why students must complete exactly 60 EC. This will be changed into at least.

### *Page 12 regulation Computer Ethics*

Date will be changed into 1 September 2010.

The members agree with the contents of the OER. Van Dijk will write letters to the programme director and dean.

## **7. Curriculum changes CreaTe**

Van der Hoeven mentions that the 2<sup>nd</sup> year has been adapted. This is the way he would like to see it.

Statistic will come back in the second year in combination with Research Method. This way a student can do more regarding his study. Statistic is deleted from the first year.

Block 1A hasn't changed radically.

Block 2 second year Systems & Signals is returned. It was a first year course but because of the different tracks it is decided to let it return in two different shapes for the different tracks.

Block 3 had 2 math courses. Now the student can choose between 2 math courses (Queues and Logistics and Strategies and Protocols each 3 EC).

Van der Hoeven would like a version of Design marketing and Business management especially made for CreaTe students. This is under consideration.

**8. Questions**

None

**9. End**

At 13.00 Van Dijk closes the meeting.

**Action**

8. other elective courses on the agenda of April. 1 should have something about ethics and profession responsibility		Van der Hoeven
9. how to keep evidence for e.g. a project		Van der Hoeven