

To: Members PC CreaTe/HMI

From: Barbara Spikker

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**Subject Minutes of the extra PC CreaTe/HMI meeting, 11 February 2014**

Committee members present: F. Lammers, J. Kolkmeier  
Others present: Dr G.F. van der Hoeven (Director), B. Spikker (Support  
Staff, minutes)

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## **1. Opening and announcements**

The meeting is opened at 09:15.

### *Announcements*

Nor Salm, Van Passel or Faber will be present due to educational engagements. Poel will be present from 15:45 due to educational engagements. Lammers reports that he has to leave at 15:45 due to educational engagements.

As not many members are present, it is decided to only discuss items 8 and 9. The remaining items are either outdated or will be on the agenda in March.

In addition, D.A.F. Mulder's membership will be terminated. A thank you goes out to his effort. Bruinenberg will join the Committee again as a student member. Van der Hoeven will approach Op den Akker to ask him if he is willing to become a member in the CreaTe/HMI Programme Committee. **(action by Van der Hoeven and Spikker)**

## **2. Setting the agenda**

As not many members are present, only the necessary items are discussed.

Moreover, an email has been received regarding video lectures. The content of this email will be on the agenda in March, but the request was to take a brief look at it beforehand. This item will be discussed briefly at the end of the meeting.

## **3. Minutes of the Programme Committee of 10 December 2013**

These have not been discussed.

### *Action items:*

These have not been discussed.

#### 4. Incoming/outgoing email

##### **Incoming**

- **email Bruinenberg**

- **email Mulder**

This is for information purposes and has not been discussed.

##### **Outgoing**

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#### 5. Evaluation master education

This item is outdated. In all EEMCS master's programmes, staff are working on an evaluation. The Programme Directors also agree with this proposal. The evaluation conclusions will be presented to the Programme Committee in due time. This item no longer needs to be on the agenda.

#### 6. Doing two specializations

On the agenda in March. As the course 2 results will be available by then, this overview will need to be updated. **(action by Faber and Salm)**

#### 7. Creec evaluation

Mannes is not yet present and he is the one who wrote down the relevant information. Therefore, this item will be postponed to March. **(Action by Spikker and Poel)**

#### 8. Interactief regarding study tour

The members present and the Programme Director are in favour of this idea.

However, Salm does state that she is of the opinion that students should obtain ECTS credits for this only once during their studies (possibly including the bachelor's period). **(action by Spikker)**

#### 9. Change of subjects DB chair

The proposal is drawn up well and well considered, so the members see no reason to reject it. They agree with the proposal. **(action by Spikker)**

#### 10. Questions

It may be possible that in March, again, several members will not be able to attend the meeting due to educational engagements. That is why a Doodle will be sent out to see if it is possible to reschedule the meeting of the Programme Committee to the morning. **(action by Spikker)**

#### **Additional incoming email about video lectures**

This will be further discussed in March. Not much is known yet, apart from the fact that video lectures will cost money.

#### 11. End

At 15:25 the meeting is closed.

## 12. Actions

Action item	Status	Action-taker
85. Mail HMI students regarding membership of Programme Committee in connection with departure of Gerritsen.	Will be taken over by Poel. Op den Akker present to see if he can take over Betsy's duty.	Poel
87. Questions of the survey for physics students known. Van der Hoeven will put them into a readable form and will return to the subject in December.		Van der Hoeven/Spikker
93. Inquire how more publicity can be given to the bachelor's assignment.		Van der Hoeven
95. Mail alternatives to Have and Play subject to Van der Hoeven.		Lammers
98. Ask Course Coordinator to clearly indicate deadlines.		Van der Hoeven
99. Approach Op den Akker to see if he would like to join the Programme Committee as a member.	Van der Hoeven will approach Op den Akker.	Van der Hoeven
100. Draw an up-to-date overview concerning the two specializations.	Update when the course 2 results are available.	Faber and Salm
101. Send Doodle to reschedule the meeting of March to the morning.	Doodle has been sent.	Spikker
102. Agenda March Creec evaluation, doing two specializations, video lectures.		Spikker
103. De-register Mulder as member of the PC, register Bruinenberg as member of the PC.	Request has been filed.	Spikker
104. Interactief and the DB chair report that Programme Committee agrees.		Spikker/Van der Hoeven