

*Faculty Electrical Engineering, Mathematics, Computer
Science (EEMCS)*

Creative Technology, Human Media Interaction

Bureau of Educational Services

To: Members PC CreaTe/HMI

From: Barbara Spikker

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CreaTe/HMI 15.doc

Concerns: Minutes of the PC CreaTe/HMI meeting nr. 15, 12 June 2012

Committee members present: Dr. E.M.A.G. van Dijk (chair), Dr.ir. C. Salm,
S.N.J. Gerritsen, Dr. M. Poel, Ing. P. van Passel,
D.A.F. Mulder
Others present: Dr. G.F. van der Hoeven (director), Dr.ir. E.J. Faber
(Bachelor coordinator), B. Spikker (support staff,
minutes)

1. Opening and announcements

Van Dijk opens the meeting at 15.00.

Announcements

Poel says he has to leave at 16.30. Van der Hoeven and Spikker have to leave at 17.00 hrs.

Current situation

It is still possible to enrol in Studielink and students are still registering for CreaTe, despite the enrolment period closing on 15 May.

Re numerus fixus: the number of available places has been increased and now stands at 130. This means that none of the 122 enrolments will have to be turned away. There is a possibility that several applicants might still withdraw. The expectation is that we will have 90 first-year students.

The first intake interviews (a total of 60) took place at the beginning of May. The second round is now about to take place and it is our aim to have conducted all intake interviews before the summer holiday. However, the intake is not compulsory. Interviews are also conducted via Skype.

Next year the selection will be decentralised. DUO will apply the selection criteria as formulated by Van der Hoeven.

2. Setting the agenda

The agenda is approved in its current form.

3. Minutes programme committee of 10 January 2012

P. 1, point 1 Probably the meeting of all those involved within CreaTe will take place at 25 June instead of the originally planned 25 May.

With these alterations, the agenda is approved.

Action points:

Point 8	will be discussed under point 5/6.
Point 18	there is still no one interested. Poel will try to find out more.
Point 27	a meeting has taken place. Everything should be arranged before 1 September. Faber will write up a report.
Point 28	Van der Hoeven will email the criteria to everyone with request for comments.
Point 29	will be discussed under point 5/6.
Point 30	will be discussed under point 5/6.
Point 31	will be discussed under point 5/6.
Point 32	will be discussed under point 5/6.
Point 33	will be discussed under point 5/6.
Point 34	will be discussed under point 5/6.
Point 35	will be discussed under point 5/6.
Point 36	will be discussed under point 5/6.
Point 37	will be discussed under point 5/6.
Point 38	it has been decided not to prolong the provision. 6 HMI students have not included a research project although they have handed in a chosen set of subjects. As they are still obliged to do so, they have been informed of this in writing. Point may be deleted.
Point 39	will be discussed under point 5/6.
Point 40	will be discussed under point 5/6.
Point 41	will be discussed under point 5/6.
Point 42	will be discussed under point 5/6.

4. Incoming/outgoing mail

Email University Council

Consultation NEM (New Educational Model)

Van Dijk explains. The question is whether the programme committee (PC) will send a reaction. But it is not clear whether the form needs to be filled in on behalf of the faculty or as a personal opinion. Interpreting the form is not easy either. The PC decides it will send a letter to the University Council with the following objections:

- *Maintaining quality of education* the PC wonders what will happen to a student who does not pass a module. The lecturer might be put under pressure to give a component a pass mark. This is not conducive to the quality of education..
- *Studying part-time* according to the PC this model does not lend itself to part-time study. There might be circumstances that justify part-time study. In connection with this the PC envisages serious problems with finding research assistants, committee members and students who devote time to the university in other ways.
- *Reducing costs of education* the PC sooner expects an increase in costs owing to the intensive forms of teaching featuring in this model.
- *Personnel capacity* the PC is concerned with the capacity. In the years to come much of the teaching will have to be given in different versions, meaning extra input of teaching staff.

5. EER CreaTe

General part

Study plan: has been addressed. This part has been written by the study adviser. Preceding each quartile, first-year students are requested to make a study plan. However, the PC wonders if this is do-able. How to act if not all study results of the previous quartile are known yet?

Programme component

The proposed alterations have been carried out and are approved. Van Dijk will inform the programme director and the Dean that the PC approves the EER albeit with the recommendation to test the transitional provisions for robustness.

6. EER HMI

The EER has been looked at and approved. Van Dijk will inform the programme director and the Dean that the PC approves the EER HMI.

7. Questions

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8. End

At 16.40 Van Dijk closes the meeting.

Actions

Action point	Status	Action taker
18. Find new student member within HMI for the PC	Still no new member	Gerritsen and Poel
27. Report meeting EE and plan new meeting with EE lecturers	Meeting taken place. Arrangements need to be made before 1-9. Faber will put this in writing	Salm and Faber
28. Selection criteria known with regard to CreaTe and possibly publicised somewhere	Van der Hoeven zal de criteria mailen	Van der Hoeven
43. Compose letter to University Council with regard to NOM		Van Dijk
44. Compose letter to programme director and Dean re approval of EER HMI and CreaTe		Van Dijk