

To: Members PC CreaTe/HMI

From: Barbara Spikker

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Subject Minutes of the PC CreaTe/HMI meeting no. 27, 12 November 2013

Committee members present: *dr. ir.* C. Salm, Dr M. Poel, D.A.F. Mulder (vice-chair),
ing. P. van Passel, F. Lammers
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

Mulder opens the meeting at 15:10.

Announcements

Van der Hoeven reports that of the six unfilled vacancies at CreaTe, the vacancy for Graduation Coordinator has been filled. The other five vacancies are still open.

Spikker briefly describes the Van Dijk situation. Things are going reasonably well in the circumstances.

2. Setting the agenda

The agenda is adopted in its present form.

3. Minutes of the programme committee of 19 September 2013

The minutes are approved without further remarks and/or comments.

Poel asks whether the number of successful first-year students has remained the same. The number has indeed remained the same.

Action items:

Item 56

Module system is not yet up and running, so this item remains on the agenda for now.

There is a danger that 30 of the 76 active students will not pass the 1st module. This is worrying. A lot of work has not been handed in on time. It is not yet known whether work that is handed in late counts as a resit or not. At the request of the examination board ('ex.cie'), the coordinator will call upon the students to see whether anything can be done about this. From the students enrolled in the bachelor's

programme Computer Science, approximately 20% fail. This will be included on the following agenda as evaluation of module 1. The Creec evaluations will also be included (**action by Spikker, Reidsma, Faber**)

- Item 80 the module manual is ready and Van der Hoeven notes that the learning goals are linked in his opinion. Van der Hoeven will request the manual and distribute it by email (**action by Van der Hoeven**)
- Item 81 sheets and document have been sent by email. This item can be removed.
- Item 82 Lammers has been busy with this. They would like to place this overview somewhere, but it is not yet clear where. Possibly under Proto. Lammers will ask the lecturers whether the results are correct. (**action by Lammers**)
- Item 83 Van der Hoeven knows the questions. Also discussed in the 'Universitaire Commissie Onderwijs' (UCO), but there is no clear conclusion. Van der Hoeven will create a readable format so that it can be discussed at a subsequent meeting (**action by Van der Hoeven, Spikker**)
- Item 84 Many students follow both Smart Technology and New Media in parallel. The results are not yet known, but not every student has managed to pass both specializations. The subject will be discussed next time (**action by Van der Hoeven, Spikker**)
- Item 85 No action has yet been taken. Poel will take this over. Poel has also indicated within HMI that there should be a new lecturer member.
- Item 86 Accreditation is over, so the item can be removed.

4. Incoming/outgoing mail

Incoming

- **Dean Appointment as student member F. Lammers**

Is for information purposes. Lammers is now officially student member.

- **Faber Graduation project**

This is more of a brainstorming document. Van der Hoeven notes that a Graduate Coordinator has now been found and would like to discuss this when the coordinator is present. It is decided to include this on the following agenda (**action by Spikker**)

- **Speech accreditation HMI**

Speech is for information purposes. No shocking findings have been made for HMI.

Outgoing

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5. Chairmanship

Mulder will take over the chairmanship until the end of the year. Bruinenberg may then be back and can, if he still wants, join as a student member (**action by Mulder**).

It is also decided to first look for a new lecturer member and then see who wants to take over the chairmanship. (**decision**)

6. Second year CreaTe

Van der Hoeven is given the floor. This document has not yet been widely discussed and is intended for information purposes in order to gather remarks and/or comments.

Module 6 will be shared with the Computer Science and Business & IT programmes and module 7 with the Advanced Technology programme. Modules 5 and 8 retain their special character. Both Statistics and Programming have been brought forward (to the first year).

Lammers notes that module 4 contains two stumbling blocks, i.e. Statistics and Programming, and wonders whether this is wise.

Salm would like to know when this rough sketch will be finalized. On 10 December, several people from the Creative Technology programme will get together in order to put this on paper in more specific terms so perhaps more will be known when the programme committee meets on 10 December.

A number of units will disappear, but the essence will be accommodated in other subjects. It is not yet known how this will be resolved, but more may be known on 10 December.

7. Questions

Poel would like to know where the announcements for the bachelor's assignment can be found. This will be dealt with by Jaarsma. Van der Hoeven will make inquiries so that more publicity is given to the assignment **action by Van der Hoeven**).

Lammers would like to see the name of the Have Fun and Play subject changed. This is not perceived as a suitable name. Van der Hoeven will take this on **(action by Van der Hoeven)**

8. End

Mulder closes the meeting at 16:40.

9. Actions

Action item	Status	Action-taker
82. combine wishes with respect to various subjects that require better documentation and/or books. List has been made. Now, inquiries with lecturers need to be made.	List has not yet been distributed. Lammers will take action.	Lammers
84. see how students are doing who are simultaneously following units from other specializations. This in connection with the curriculum.	Figures are not yet known. On the agenda in December.	Van der Hoeven/Spikker
85. mail HMI students in connection with membership of programme committee regarding departure of Gerritsen.	Van Dijk produces text and has mailing list of HMI students. Will be taken over by Poel.	Poel
87. questions of the survey for physics students known. Van der Hoeven will put this into a readable form and will return to the subject in December.		Van der Hoeven/Spikker
88. Evaluate module system.	On the agenda in December.	Spikker, Reidsma
89. Creec evaluations (together with action item 88)	On the agenda in December.	Faber, Spikker
90. mail module manual 1.2.		Van der Hoeven
91. graduation procedure on the agenda and ask coordinator to attend.	Coordinator has already been invited.	Spikker
92. inquire whether Bruinenberg would like to join again as student member.		Mulder
93. inquire how more publicity can be given to the bachelor's assignment.		Van der Hoeven
94. examine whether name of Have Fun and Play subject can be changed.		Van der Hoeven