

*Faculteit Elektrotechniek, Wiskunde en Informatica*

*Technische Informatica, Telematica*

*Bureau Onderwijszaken*

To: Members OLC CreaTe

From: Barbara Spikker

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**Concerning Minutes of the CreaTe programme committee meeting nr. 1, june 25, 2010**

Present committee members:

C. Salm, M. Poel, D.A.F. Mulder, C.A. Richter

Others:

G.F. van der Hoeven (director), B. Spikker (support staff, minutes)

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**1. Opening and announcements**

Van der Hoeven opens the meeting at 11.05. He explains the role and purpose of a programme committee, and the legal rules for the composition of such a committee. The intention is to have 4 teachers and 4 students eventually, who are members of the committee.

**2. Fixing the agenda**

The committee members want to discuss the withdrawal of participants of the pilot group last year. This item is scheduled under "Any other business". Otherwise, the agenda is fixed as proposed.

**3. Teaching and examination regulations (TER) CreaTe**

Van der Hoeven explains the purpose of the TER. The general part of the TER, which contains the provisions which are not specific for CreaTe, but valid for all university programmes, is still in Dutch. It will be translated into English by a qualified translator. There are some questions. E.g. the committee members want to know who maintains the rules in the TER. Van der Hoeven takes responsibility for this.

This rules of this TER also apply to the pilotgroup but they can count on special treatment by the Examination Board.

The members are positive about the OER and TER.

**4. Any other business**

It is hard to say what the reason is why some pilot students stopped. The study advisor has talked with them but there is no unambiguous picture of it. It is also not known which direction they chose after quitting CreaTe.

**5. Question**

There are no other questions to be answered before the closure of the meeting.

**6. End**

At 12.30 Van der Hoeven closes the meeting.

**Action**

1. finding 2 students more who want to join the committee.		Richter and Mulder
2. choosing a chairman of the committee		Poel and Salm
3. making a monthly meeting schedule suggested at the end of each month		Spikker