Annual Report Programme Committee Systems & Control (MSc) – 2019/2020

Contents

1. Programme committee

A. Members

In the academic year 2019/2020 the program committee Systems & Control (PC-S&C) consisted of the following members:

Staff: Ronald Aarts (co-chair), Sarthak Misra (co-chair), Francesco Nex.
Students: Atul Hari (until 28th meeting), Bhanu Teja Chidura (starting 29th meeting), Vignesh Balaji Vijayan (starting 29th meeting), Praveen Kumar Pakkirisamy (starting 32nd meeting).

In addition the programme director (PD), Jan Willem Polderman, and the programme coordinator, Maarten Korsten, are invited to attend the meetings. At the end of 2019 Jan Willem Polderman left as PD and Maarten Korsten has been appointed as new PD early 2020.

Usually a student is hired to take care of the minutes. Unfortunately, this couldn't be arranged for some meetings in which case one of the (staff) members had to take of the minutes.

B. New members

The student members in the committee at the end of the previous academic year graduated in that year or in the beginning of this year. We didn't anticipate on these changes and hence the committee started this year with less than three students. Looking for new members took quite some time as some candidates decided to discontinue their S&C study after being selected. Fortunately, two new candidates were found and finally a third student joined in the 32nd meeting.

Some new committee members attended the Programme Committee training offered by CELT. They recommend this training for other (starting) PC members.

C. Communication

The staff members represent different groups from different faculties contributing to the programme. Although it is not possible to arrange that all groups are represented in the programme committee, there are numerous informal and formal contacts between staff members across the various groups and faculties which facilitate communication about possible educational issues.

There are ample opportunities for the student members to meet other students and students know they can contact the PC-S&C members in the case they want to the PC-S&C to address some topic.

It should be noted though that the options for informal contact reduced considerably after the COVID-19 outbreak in March 2020.

The website of the programme committee has been cleaned up and updated at the end of 2019.

2. Meetings

In the academic year 2019/2020 there have been 7 meetings, which all were attended by the program director (PD) and/or program coordinator. Note that from April 2020 onwards the meetings were online skype or Teams meetings due to the COVID-19 pandemic.

An overview of agenda items is as follows:

27th PC-meeting – 25 September 2019
- Order of the Internship (201400462) and Master's Graduation Project (201100179).
- Annual Reports and website.
- Bylaws.

28th PC-meeting – 22 October 2019
- Language Code of Conduct.
- Annual Reports and website.
- Bylaws.

29th PC-meeting – 7 January 2020.
- Assessment committee and (voting) procedure of the final project.

30th PC-meeting – 27 February 2020,
- New course Introduction to Robotics Design.
- Elective courses S&C.
- Course Systems Engineering appearing to be obligatory for RaM students.
- Mistakes in course list on S&C website.
- Course evaluations.
- Distribution of the electives over the quartiles.

31st PC-meeting – 7 April 2020 (Skype meeting)

- Online examinations.
- Master EER Faculty EEMCS (part A) and Master EER S&C (part B).

32nd PC-meeting – 18 May 2020 (with Microsoft Teams)

- Education in agreement with COVID-19 guidelines.
- Difficulties to arrange internships.
- Desirability of Teaching Assistants for larger classes.

33rd PC-meeting – 29 June 2020 (with Microsoft Teams)

- Preview of the education in next course year's block 1A in agreement with COVID-19 guidelines.
- COVID-19 related measures, e.g. in case of difficulties to meet requirements for the start of the graduation project.

Although not explicitly mentioned in the aforementioned list with agenda items, the development of the new MSc program Robotics is relevant for the S&C programme as has been addressed in various meetings.

3. Advices

A. Asked

In the academic year 2019/2020 two officially asked advices have been given:

- 74 (academic year 2018/2019): Positive advice for the courses "Perspectives on Engineering Design" and "Nonlinear Control".
- 101, 102 (18 May 2020): Advice regarding the EEMCS Masters and Systems & Control (S&C) Education and Exam Regulations (EER).

B. Not asked

In the academic year 2019/2020 two not officially asked advices have been given:

- 88 (25 September 2019): Advice to keep the Master's Graduation Project (201100179) as the final part of the program, i.e. it should preferably not precede the Internship (201400462).
- (27 February 2020) Positive advice for the course "Introduction to Robotics Design".

In addition, various topics have been discussed with the program director (PD) during the PC meetings, see e.g. the list with agenda with agenda items in section 2. No formal letters have been sent on these topics.

4. Course evaluations

In the academic year 2019/2020 the PC hasn't evaluated a specific course. Some issues with courses have been discussed. Of course the large impact of COVID-19 on teaching and examinations has been monitored.

In a more general context course evaluations have been discussed during the 30th PC-meeting. Many S&C courses are organised by different programmes that also arrange course evaluations. Some examples are the courses "System Identification & Parameter Estimation" (2018/2019), "Biomechatronics" (2017/2018) and "Human Movement Control" (2017/2018) that have been evaluated by the Quality Assurance Committee of Mechanical Engineering and Sustainable Energy Technology.