

Annual Report Programme Committee Systems & Control (MSc) – 2020/2021

Contents

1. Programme committee	1
A. Members	1
B. New members	1
C. Communication	2
2. Meetings.....	2
34 th PC-meeting – 28 October 2020	2
35 th PC-meeting – 2 December 2020.....	2
36 th PC-meeting – 1 March 2021	2
37 th PC-meeting – 12 April 2021.....	2
38 th PC-meeting – 19 May 2021	2
3. Advices.....	3
A. Asked	3
B. Not asked.....	3
4. Course evaluations	3
5. Self-evaluation.....	3

1. Programme committee

A. Members

In the academic year 2020/2021 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: Bhanu Teja Chidura, Praveen Kumar Pakkirisamy (until 34th meeting), Alejandro Lopez Tellez (starting 35th meeting), Vignesh Balaji Vijayan.

In addition the programme director (PD), Maarten Korsten, and the programme coordinator, Jorien Berendsen, are invited to attend the meetings. If possible, a student is hired to take care of the minutes, but this could apparently not be arranged for the 34th – 37th meetings and only in the 38th meeting a dedicated minute maker was present again.

B. New members

Student member Praveen Kumar Pakkirisamy graduated shortly after the 34th meeting. The remaining two student members invited students to apply for the vacancy. In this way a new student member, Alejandro Lopez Tellez, was found quickly and he joined the PC from the next meeting onwards.

All terms for the appointments of the staff members appeared to be ended early 2021. The current PC members agreed to continue their membership.

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. Such contacts facilitate communication about possible educational issues. It should be noted however that there have been less informal contacts between staff members from different groups due to the COVID-19 pandemic.

The minutes of the meetings are normally an important platform for internal (in the PC) and external (website) communication of discussions, decisions and actions of the PC. As no dedicated minute maker was available for various meetings, a significant amount of extra work had to be done by the PC (staff) members. As a result the availability of some minutes has been delayed considerably, which proves that the availability of a dedicated minute maker, like in the 38th meeting, is indispensable.

2. Meetings

In the academic year 2020/2021 there have been 5 meetings, which all were attended by the program director (PD) and program coordinator. Note that due to the COVID-19 pandemic all meetings were online Teams meetings.

An overview of agenda items is as follows:

34th PC-meeting – 28 October 2020

- Evaluation learning process under COVID19 conditions.
- Plans for Q2/1B.
- Courses “Developments Philosophy of Engineering: Ethics” and “Developments Perspectives on Engineering Design”.

35th PC-meeting – 2 December 2020

- Exam results Q1/1A.
- Arrangement for extra resits because of Corona problems.
- Time schedule Q3/2A.

36th PC-meeting – 1 March 2021

- Quality agreements EEMCS.
- Preparations for the EER 2021/2022.

37th PC-meeting – 12 April 2021

- EER 2021/2022.

38th PC-meeting – 19 May 2021

- Enquiry Student Members Assessment Committee Thesis Award

A sixth meeting has been considered in June, but was cancelled as there were no topics to be discussed at that moment.

Although not always explicitly mentioned in the aforementioned list with agenda items, two topics have been addressed in almost all meetings:

- The organisation of courses and exams in view of the COVID-19 measures, e.g. on-line or on campus lectures and arrangements for internships.
- The status, plans and progress regarding the new MSc Robotics program.

3. Advices

A. Asked

In the academic year 2020/2021 one officially asked advice has been given:

- 108 (12 April 2021): Recommendation regarding the EER.

B. Not asked

In the academic year 2020/2021 various topics have been discussed with the program director (PD) during the PC meetings, see e.g. the list with agenda items in section 2. No formal letters have been sent on these topics.

4. Course evaluations

In the academic year 2020/2021 the PC hasn't evaluated a specific course. Some changes in the courses "Developments Philosophy of Engineering: Ethics" and "Developments Perspectives on Engineering Design" have been reported by the program director (PD).

It should be noted that many courses attended by S&C students are organised by other MSc programmes like Electrical Engineering and Mechanical Engineering. These programs also take care of the course evaluations. However, at this moment the PC S&C doesn't have a comprehensive overview of these evaluations, the conclusions and possible actions taken.

As already pointed out, various organisational aspects of the COVID-19 restrictions affect practically all courses. These have been discussed and feedback has been given.

5. Self-evaluation

The PC would like to improve on the following aspects:

- It is highly undesirable that no support for the minutes could be arranged for most of the PC meetings. Fortunately, from the last meeting of academic year 2020/2021 onwards this problem could be solved.
- The PC S&C should have a clear overview of course evaluations already taken care of. Next academic year we should set up a procedure to check for available evaluations from other programs and to identify courses we have to evaluate ourselves.