

DATE

12 April 2018

ONS KENMERK

EW118/BOZ/6979/DvM

## Concept-minutes 20th meeting PC-S&C (OLC-S&C) Tuesday, April 3rd 2018, 13:30 hr

5

*Present:* Johannes van Dijk (chairman), Maarten Korsten (M-coordinator), Johan Engelen, Sarthak Misra, Mitul Agrawal, Edwin van Boven, Atul Hari, Daniela van Meggelen (secretary)

*Absent with notice:* Jan Willem Polderman (Programme Director)

10

### 1. Opening

The meeting is opened at 13:39.

**Fixing the agenda:** participation of the Programme Committee to the visitation session

15

### 2. Announcements

The Programme Director is absent from this meeting.

- **Fixing the agenda:**

'Participation of the Programme Committee to the visitation session' is added after 'Training implementation "Wet versterking Bestuurskracht"' as point 6 on the agenda.

20

- **Composition OLC (Programme Committee):**

faculty: Johannes van Dijk, Johan Engelen en Sarthak Misra  
students: Mitul Agrawal, Edwin van Boven and Atul Hari

25

There are five new members (three student members, two faculty members) in this OLC. They are welcomed.

Engelen mentions that his participation in the OLC isn't fixed as it is still in discussion. He's not sure if he will be at the next OLC meeting, but he is happy to be here now.

30

### 3. Minutes meeting 29 November 2017

These minutes are in Dutch.

*Content:*

The minutes of the 19<sup>th</sup> OLC-S&C-meeting have been approved without any changes.

35

*Following the minutes:*

- *Page 1, lines 35-40:* It isn't clear why you have to do a compulsory internship outside of the university (at companies), and a compulsory final thesis / project inside the university.

40

- This has always been the case. It is different in some studies, and it isn't impossible to do your final thesis outside of the university but it's hard for the supervisor to witness progress outside the university and you already have an internship outside of the university.

45

*Action points:*

**8:** Can stay.

**26:** Can be removed as there are three student members of the OLC-S&C as of now.

DATE

12 April 2018

ONS KENMERK

EWI18/BOZ/6979/DvM

**32:** Action of a former member. The description of the internship is there, in Osiris. Can be removed.

50 **39:** Korsten is in discussion with the coordinators for the AT program about the requirements for entering the Masters program, about the course to be followed. Can be removed.

**43:** It's now the time to get the new EER (OER). Will stay as a reminder.

**47:** Can be removed as there are three student members of the OLC-S&C as of now.

55 **48:** There weren't any developments. This report is for students, a general description on how to write a report for internships. Can be removed.

**49:** Hasn't been done yet, will stay. This action point has to do with Dynamical Systems/Modelling and Simulation. Korsten has an appointment in April to discuss this.

#### 4. **Plan next meeting towards debating the EER 2018 (OER 2018)**

60 The Faculty Council has sent a schedule for when they expect the OLCs to discuss the EERs (in extra meetings). These extra meetings should be planned at the end of April and in the beginning of June. As this OLC only concerns a Masters programme, there is no need for an extra meeting in June (then the Bachelor-EERs will be discussed).

65 Van der Kooij will send a Doodle for the extra meeting in April to discuss the Master-EER (**action Van Der Kooij**) In this meeting, the EER will be discussed (Education and Examination Rules). The Faculty Council sends a renewed draft version to the OLC each year so they can make remarks, and then the EER can be approved. The Master-EER has been completely renewed last year as S&C joined the Central Examination Board, so there will probably only be minor changes this year. There is a specific part for this program that should be discussed during the extra meeting.

#### 5. **Training implementation "Wet versterking Bestuurskracht"**

75 An email was sent about this, but no one saw the email which is strange. It said that you had to respond before the 14<sup>th</sup> of February, but because the mail wasn't seen in time no one responded. The sessions were planned in March, but if there was enough interest a second session would be planned. Van Dijk and Korsten will check with Van der Kooij if there is still a possibility for a second session. (**action Van Dijk, Korsten**)

#### 6. **A.o.b. (Any other business)**

##### 80 - **Participation Programme Committee**

85 S&C will be visited by a accreditation committee to get an accreditation extension of six years if everything goes right as it will expire next year. Polderman and Korsten wrote a critical review on the program developments of the last six years. On the 15th of June, there will be a visitation day. This day will be done in English. There are some activities to be done by the Programme Committee:

- One student and one staff member of the OLC should be available for discussion with the visitation committee. All students are available, they will get more information later.

90 - The student member has to be available to give opinions about the program (they will ask the students questions about possible improvements of the program).

- There is also an opportunity for students to write about their experiences with S&C. The director has been searching for students. All student members of this OLC are willing to participate in this.

DATE

12 April 2018

ONS KENMERK

EW118/BOZ/6979/DvM

- 95
- A person of the educational service will organise a session where the student members will discuss their opinions, which will be written down by the educational service person.
  - This day will be planned on a moment that suits the student members. A poll will be sent out for this later, as the educational department has to be
- 100
- contacted as well.

There is also a test visitation on the 31st of May. The visitation committee will have meetings with the Programme Committee, the Examination Board, some lecturers, students, alumni, etc.). There will also be a short visit to the laboratory equipment to get an overview and let the visitation committee ask questions and give their opinions.

105

### 7. Questions

Van Boven asks what's expected of the student members in this OLC.

110

- They can discuss anything related to the S&C program. It's mostly about specific issues regarding S&C, but if Canvas (for example) has an influence on this then they can talk about this. They are representatives of the students, so they can listen to the struggles of the other S&C students.
- If things are not in line with the EER, you should go to the Examination Board. However, the OLC can also give advice on this so it can still be discussed during OLC-meetings.

115

### 8. Closure

De meeting is closed at 14:07.

A new meeting will follow soon because of the EER, at the end of April. Normally there is a meeting once every six weeks.

120

### Action points

No.	Description	From meeting	Responsible
8	Consult De Willigen about literature assignment, involve EE in this	10/4/2013	M-coordinator (Korsten)
43	Add to the EER that students can individually have compulsory subjects changed	12/4/2017	M-coordinator (Korsten)
49	Write an advice to the Management Team about looking for a solution on scheduling problems for February-entrants	29/11/2017	Chairman (Van Dijk)
50	Send a Doodle for the extra meeting in April to discuss the Master-EER	03/04/2018	Van der Kooij
51	Check with Van der Kooij if there is a possibility for a second training session ("Wet versterking Bestuurskracht")	03/04/2018	Chairman (Van Dijk), M-coordinator (Korsten)

125