UNIVERSITEIT TWENTE.

FACULTEIT ELEKTROTECHNIEK WISKUNDE & INFORMATICA

Present: Johannes van Dijk (chairman), Jan Willem Polderman (Programme Director), Maarten Korsten (M-coordinator), Mitul Agrawal, Edwin van Boven, Atul Hari, Daniela van Meggelen (secretary)

Absent: Sarthak Misra, Johan Engelen

1. Opening
The meeting is opened at 16:23.

2. Announcements
Polderman has an announcement regarding the visit of the Audit Committee on the 15th of June. Dennis Schipper has been asked to be a panel member, but he was refused as he is in the advisory committee of both EE and ET. Panel members cannot have any connection with the UT in the past five years. Polderman asks if someone might know a replacement for him.
- It's hard to find someone that hasn't had any connection with the UT in the past five years.
- It is suggested to ask Dennis Schipper if he has any recommendations, or to look at DEMCON

- **Fixing the agenda:** Only point 4 will be discussed during this meeting. The other points will be discussed later.

3. Minutes meeting April 3rd 2018
Content:
There are no remarks. The minutes of the 20th OLC-S&C-meeting have been approved without any changes.

Following the minutes:
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Action points:
8: No progress. Can stay.
43: Can stay.
49: He doesn't have an advice. Korsten says that there will be an appointment with Breedveld next week that might result in some more information. This action point will stay.
50: This happened. It can go.
51: Van Der Kooij also didn't know anything about it, she will ask if there will be a second session. (**Action Van Der Kooij**) It remains strange that the OLC wasn't informed about this workshop. The session itself informs you about the new law that makes the programme committee more powerful but also gives it more obligations. This action point will go.

4. Master TER 2018 (master OER 2018):
Van Dijk questions why there's also versions with track changes. Korsten responds that that is done to make sure that you can see the changes more clearly so you can comment better.
The TER is needed by law. It describes the regulations about teaching and examinations. You have a general part (within the faculty) and a programme-specific part. The OLC has to look if they agree with the changes.

- **TER Section A (Faculty section)**
- **TER Section A with track changes (Faculty section)**

Article 1.2-j: Van Boven notices that there are three different terms used throughout the document for the same thing (examination programme, degree programme, study programme).
- One of these terms should be used in the whole document.

The same goes with the terms "master's final project", "master's thesis project" and "graduation project". However, as it is the thesis/graduation project in Osiris and in the S&C TER, it is not possible to change this.
- Korsten suggests making a remark in section B that those terms mean the same thing.

Article 3.4-1b: Atul thinks that the specific amount of experience needed to get that exemption should be mentioned.
- The examination board may give exemptions, they judge the knowledge of the students as they can observe it.

Article 3.7-5: Van Boven questions whether the public presentation causes confidentiality issues.
- This can be solved by excluding or blurring parts that are confidential in your presentation (names, figures, etc.).

- **TER Section B (Programme-specific section Systems & Control)**
- **TER Section B with track-changes (Programme-specific section Systems & Control)**

Article 12.4: In the table, one of the headers is 'Quarter' but that should be changed to 'Starting Quarter' as some courses cover two quarters, to avoid confusion.
- It's a lot of work to define which courses cover multiple quarters.

'Measurement Systems for Mechatronics' will be moved to Quarter 1B, whereas 'Mechatronic Design of Motion Systems' will be moved to 1A

Van Boven asks if the 'Introduction Project' is elective for every student, as he was not allowed to do it.
- In most cases there is enough experimental experience so there's no need for the 'Introduction Project', but if a student wants to do it they can.
- If it is elective for some students, that should be added to the table.

Article 12.5: This part refers to Article 2.5.3 in Section A for the rules for homologation. This should be changed to Article 2.5.4.
- Homologation courses happen sometimes, mostly for international students as they have different backgrounds.
- This info should also be put on the site of the master's program. It should be explained what is common, which courses are most used for these homologation courses. Article 12.5 can be excluded from the TER if it is put on the site.

Article 12.6: It should be made clear that people are allowed to do an internship if they have industrial experience. For now, it's not clear whether students have a choice to do either an internship or a research course or not. It should also be clear to the programme mentors that research projects should be done in the second year.

Article 13.4: The name of this article should be changed to 'Graduation Project' to ensure consistency.
- If the graduation project crosses the threshold of September 1st, the student has to pay tuition fee for the whole year. This can be a problem for international students, as they have to pay it all in one go and their study is more expensive anyway. However, it's difficult to do anything about this.

Article 13.4-1: The starting and finishing dates are not specified.

- The official maximum of graduating is 28 weeks, the unofficial maximum is 32 weeks. If the student go beyond these 32 weeks, the student should go to the examination board to request more time.

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Van Dijk will write an advice based on the comments made during this meeting. (**Actie Van Dijk**)
Korsten will process the comments on both Section A & B of the TER. (**Action Korsten**)

5. Time limit marking Integration Project and SIPE

110 The examination board has asked the OLC-S&C to discuss this. Polderman will talk to Gjerrit about the reason why. (**Action Polderman**)
Students have a hard time doing their assignments in time. They need clear deadlines and more clarity. Now, there are two soft deadlines and no harsh deadline. That is not clear enough for students.

115 After the last deadline, there it isn't sure when their work will be graded. According to the TER, this should be within 15 working days.
This part will be discussed more during the next OLC meeting.

6. Reverse order Internship and Graduation project

120 Lately students more often request to first complete their Graduation Project and next carry out their Internship. According to the OER students must have no more than 10 EC still to complete to be allowed to start the Graduation Project.
This part will be discussed during the next OLC meeting.

125 ### 7. A.o.b.

8. Questions

Polderman has a mail from Dave Vogel. He says he's not available on Monday for the critical sessions. Polderman tells the students that the day will stay on Monday, so the interview can still be
130 done. Dave can then give his comments afterwards.

9. Closure

De meeting is closed at 17:38.

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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)
52	Check if there will be a second training session ("Wet versterking Bestuurskracht")	18/04/2018	Van Der Kooij
53	Write an advice based on the comments made during this meeting about the TER	18/04/2018	Chairman (Van Dijk)
54	Process the comments made on section A & B of the TER	18/04/2018	M-coordinator (Korsten)
55	Ask Gjerrit why the examination wanted the OLC-S&C to discuss the "Time Limit Marking Integration Project	18/04/2018	Programme Director

	and SIPE"		(Polderman)

UNIVERSITEIT TWENTE.

Aan: Dr. J.W. Polderman, Opleidingsdirecteur S&C

Van: Opleidingscommissie S&C

FACULTEIT ELEKTROTECHNIEK WISKUNDE & INFORMATICA

ONDERWERP
Advies OER S&C 2018-2019

De OLC van 4TU masteropleiding Systems and Control heeft in haar vergadering van 18 april jl. het algemene deel A en het opleidingsspecifieke deel B voor S&C van de master OER besproken.

De OLC adviseert positief over deze OER met nog een aantal punten ter verbetering doorgenomen op de vergadering.

Zoals:
Sectie A
- Er zijn drie verschillende term gebruikt (examination programme, degree programme, study programme). Eén van deze zal consequent door het hele bestand moeten worden gebruikt.
- Ook worden er verschillende termen voor het graduation project gebruikt in zowel sectie A als B (graduation project, master's thesis project, final project, final thesis). Als het mogelijk is moet ook daar consequent één term voor gebruikt worden.
Sectie B
- Artikel 12.6 - Het moet duidelijk worden gemaakt dat je nog steeds een internship kan doen als je al ervaring hebt. Een suggestie is om het woord 'could' toe te voegen ipv 'will' ("the internship could be replaced"). Dit is vooral voor internationale studenten van toepassing.
- Artikel 12.4 in de tabel staan quarters, maar dat moet veranderd worden naar starting quarter voor de duidelijkheid. Verder zal Measurement Systems for Mechatronics naar 1B verplaatst worden, en Mechatronic Design of Motion Systems naar 1A. Onderaan in de tabel staat het "Introduction Project", maar als het niet elective is voor alle studenten kan dat er ook beter bijgezet worden ("elective for some students").

Namens de Opleidingscommissie van de 4TU Systems & Control,
Met vriendelijke groet,

Johannes van Dijk,
Voorzitter