Date:

Tuesday 8 September 2020

Location:

Home/ Bluejeans conference room

Time:

10.45 – 12.30

Present:

Staff: Sabine Padberg, Marloes van Grinsven, Arend Rensink, Jan van Helvert, Erik Tews, Elena Mocanu, Anna Sperotto, Sharon Vonk

Students: Niek Khasuntsev, Willem Schooltink (Educational affairs), Sander Bakkum (11:35)

Secretary: Robin Waterval

Absent:

Rom Langerak, Angela van Sprang

1. **Opening and Determining agenda**
   a. Khasuntsev opened the meeting at 10.47
   b. Elena Mocanu is a new staff member who is joining the PC from this meeting onwards.
   c. An extra agenda point came in yesterday.
2. **Announcements by Programme Director**
   i. The new year has started, though not without problems, but we are on top of them.
   ii. There are 277/ 291 (depending on state of enrollment) first year bachelor students, which is very similar to last year. The composition of the students consists a little more of Dutch and non EER students.
   iii. The number of master students is a little harder to estimate, but the current figure is 69, which is a slight decrease from last year.
   iv. All students have been told they are expected to be on campus, as most activities are attempted to be held on campus.
      1. Students who cannot come to campus, e.g. due to self-quarantine, have an extra chance to resit if they miss a test opportunity due to covid.

        v.   So far one student has reported they have been infected with covid and is now in self-quarantine.

            1.   The university urged the program to still continue as planned as the current measures taken on university should be enough to prevent spreading.

3. **Incoming/outgoing correspondence**
   a. Approval and comments on course proposal Software Testing and Risk assessment
      i. The curriculum group has taken a look at this. They were positive about it and offered a few comments, which are in the documents for the meeting.
   b. Approval and comments on course proposal Internet Management and Measurements
      i. The curriculum group has also taken a look at this. Other than a few comments they were positive about it. The proposed changes were thought through and can be implemented.
   c. Training courses participation councils
      i. Rensink received this document and forwarded it to the pc. Since the PC was thinking about taking a course, these courses could be interesting to the PC.
      ii. **@Everyone: Look at the available courses in the document sent by Rensink.**

4. **Minutes of the 147th PC-CS meeting d.d. July 7th 2020**
   a. Comments:
      i. *There were no comments on the previous minutes.*
   b. Action points:
      i. *Finished action points have been removed and comments have been put here.*
      ii. 466: Langerak still wanted to keep it as an action point.
      iii. 493: The results have been presented during Inter-*Actief*'s GMM and the document has been put online on their website.
      iv. 494: Deadline updated to next meeting.
      v. 500: Rensink put it up for discussion in the group. They concluded that this does not only concern our university, but also at the other TUs in the Netherlands due to common agreements.
      vi. 501: An announcement has been made last week, after which multiple applications have been received.
         1. Van Sprang mentioned to Khasuntsev earlier that she has decreasing amounts of time to actually join the meetings and would prefer to leave the committee as well.
         2. Normally student members are appointed by election, but that is only necessary if there is more interest than available spots in the committee.

5. **Master course new: Quantum Computing as a one-shot**
   i. There is a teacher willing to do this as part of their PDEng project.

       ii.   It is unusual that a course is only given once, but the program mentors agree it is an interesting course.

      iii.   Khasuntsev and Langerak already gave it a look before the meeting and gave their "pre-approval". Marloes also verified that it did not have overlap with a different master course.

6. **Bachelor EER - last changes**
   a. Van Helvert forwarded the document to Langerak early July.
   b. The changes concerned more information about the math compensation rule for the first year students. In the previous version it was not possible to fail a math component, whereas now only three out of four components should be passed.
   c. The change has already been accepted.

7. **Changes module 6**
   a. **Move one credit from HCI theory to AI&CS practice**
      i. Last year many students really preferred the AI & CS part of the module even though it was only a small part. Moving one EC to it gives the students some more time and information to learn.
      ii. If this change will happen, then some transitional rules need to be set up. Specifically for students that did not finish the entire computer science component. Vonk can discuss it with the key user of the module.
      iii. The PC approves of the proposal.
      iv. **@Rensink: Discuss the change in module 6 within the programme management and discuss it with the examination board.**
   b. **Reduce reading material**
      i. *Has not been discussed specifically.*

8. **Overlap Ethics between bachelor and master**
   a. This has been discussed within the PC about 1.5-2 years ago, but that was shortly after the first year of the master course's teacher.
   b. Back then the conclusion was that the master course was more in depth and on a "master" level.
   c. A meeting with all ethics teachers could be appropriate to discuss the learning goals.
   d. **@Khasuntsev: Inform the teacher of the master course Computer Ethics that there are similarities with the learning goals in the bachelor.**
   e. **@Programme management: Arrange a meeting with the bachelor and master ethics teachers once the vacancy for the new teacher has been fulfilled.**

9. **Composition of the working groups**
   a. *Since Molenkamp and Banu have left the PC, an updated overview of the workgroups is provided below.*
   b. *11:35 Sander Bakkum joins the meeting.*

Curriculum		
Previous composition	Changes	New composition
Rom Langerak (President) Andre Kokkeler Anna Sperotto Niek Khasuntsev Robert Banu	Robert Banu (Left)	Rom Langerak (President) Andre Kokkeler Anna Sperotto Niek Khasuntsev
Education and Examination Regulations		
Previous composition	Changes	New composition
Bert Molenkamp (President) Sander Bakkum Angela van Sprang	Bert Molenkamp (Left)	Sander Bakkum Angela van Sprang
Quality Assurance		
Previous composition	Changes	New composition
Robert Banu (President) Anna Sperotto Rom Langerak Erik Tews	Robert Banu (Left)	Anna Sperotto Rom Langerak Erik Tews

10. Meeting PC online
- a. Since the university is trying to switch to microsoft Teams more and more, the question arises whether the meetings should continue on bluejeans or on Teams.
- b. *There is a small preference for teams.*
- c. **@Padberg: Look into the possibility to move the meetings to Teams.**

11. A.O.B. Questions and Proposal items next meeting
- a. Rensink: There has been a round of evaluations for quartile 4. Will this still be taken up by the QA group?
  - i. For the master, only a couple of reflections have been put online.
  - ii. **@Padberg: Put the Quality Assurance Interviews on the agenda for the next meeting.**
- b. *No other business or item proposals were brought up*

12. Conclusion.

> a. Khasuntsev closes the meeting at 11.54

Updated action point list

Nr.	Given in	Description	Responsible	Deadline
466	November 2019	Put "Quality control for courses not under our jurisdiction" on the agenda for next meeting.	Padberg	December 2019
477	December 2019	Put "PC Chairman and PD share their results about their meeting about how to evaluate the PILOs"on the agenda at the March meeting.	Padberg	March 2020
494	March 2020	Plan a moment to have the PC course, once the situation allows	Everyone	
495	April 2020	Put the Cum Laude calculation rules for the Master on the Agenda in January 2021	Padberg	January 2021
501	June 2020	Look for new student members of the PC	Student Members	September 2020
502	September 2020	Look at the available courses in the document sent by Rensink.	Everyone	October 2020
503	September 2020	Discuss the change in module 6 within the programme management and discuss it with the examination board.	Rensink	October 2020
504	September 2020	Inform the teacher of the master course Computer Ethics that there are similarities with the learning goals in the bachelor.	Khasuntsev	October 2020
505	September 2020	Arrange a meeting with the bachelor and master ethics teachers once the vacancy for the new teacher has been fulfilled.	Programme management	October 2020
506	September 2020	Look into the possibility to move the meetings to Teams.	Padberg	October 2020
507	September 2020	Put the Quality Assurance Interviews on the agenda for the next meeting.	Padberg	October 2020