Minutes PC CS Meeting 147

Date: Tuesday 7 July 2020

Location: Home/ Bluejeans conference room

Time: 10.45 – 12.30

Present: **Staff:** Sabine Padberg, Marloes van Grinsven, Arend Rensink, Rom Langerak, Jan van Helvert, Erik Tews

Students: Niek Khasuntsev, Willem Schooltink (Candidate Board), Sander Bakkum, Robert Banu, Danique Lummen (Educational affairs)

Secretary: Robin Waterval

Absent: Angela van Sprang, Anna Sperotto, Bert Molenkamp, Sharon Vonk

1. **Opening and Determining agenda**
   a. Langerak opens the meeting at 10.50
   b. This will be Banu's final meeting with the PC.
   c. Van Grinsven sent in a last-minute piece, which will be discussed after point 7 as point 8: Confidentiality w.r.t. master theses.
2. **Announcements Programme Director**
   a. We are now fully working on the preparations for next year, with regards to what is and is not possible on campus.
      i.   Time tables are being prepared currently. The initial schedule would only have tests on campus, which Rensink is trying to improve by including more contact moments.
      ii.   Until more is known students are at least told that they are expected to be able to be on campus.
   b. A significant part of the enrolled students may not be able to be here from the first week of September.
      i.   We are therefore also looking into the option of proctoring (test with digital supervision). One tool will be tested tomorrow (08 July).
      ii.   This tool will be used for students who will not be able to attend on campus in the starting period.
      iii. This should reduce the amount of cheating during digital tests.
   c. Studying in evening hours.

i. The current proposal is to have at most one evening per week, where the next morning is scheduled time off.

Tews joins the meeting at 11.00 as a result of some internet troubles.

ii. We are looking into giving hybrid forms of lectures, so that one-third can attend in person, and the other two-thirds can attend online.
iii. The evening hours will mostly be used for guided self-study.
iv. *The PC is in favour of this plan when Education in the evening is limited to practicals, It will not affect teachers and they are on a voluntary basis for TAs.*
v. **@Rensink: Forward the document about the plan with regards to teaching in the evening hours to the PC.**

d. There are still some tests of module 3 and 4, which could not be taken online. The tests of module 5 will be taken into account when scheduling these tests, however it will be overlapping with the regular teaching in module 5.

3. **Incoming/outgoing correspondence**
   a. Advice letter last changes B-EER letter
      i. *There are no remarks on this letter.*
   b. *All other relevant correspondence is on the agenda.*

4. **Minutes of the 146th PC-CS meeting d.d. June 9th 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: Waiting.
      iii. 477: Waiting until Rensink has time again.
      iv. 493: The information was communicated through the semi-annual GMA of Inter-Actief. It will also be posted online before the board transfer. Schooltink will be made responsible for it.
      v. 494: Waiting.
      vi. 495: Waiting.
      vii. 500: The meetings where this needs to be discussed have been quite busy. Will be discussed in a future meeting.
         1. *Deadline updated to September.*
      viii. 501: After this meeting the student members will have a look at this, as Bakkum and Khasuntsev will also leave somewhere next year. They will contact Van Grisven or Van Helvert to post this on the bachelor canvas page.
         1. *Wording updated to "Look for new student members of the PC"*
         2. *Deadline updated to September.*

5. **Master course changing**

     a. Course description STAR (Software Testing And Risk management)
- i. Curriculum committee looked at the proposal and made a few comments:
  1. They think the proposal is very elaborate
  2. Exam and presentations in the final week, so that might be a high workload in the final week.
  3. A lot of time is planned for miscellaneous activities.
- ii. Other than the comments, the committee thinks it is a good plan.
- iii. *The PC agrees and the committee will forward the comments and the approval to the teacher.*

     b. Reorganisation of Internet Management and Measurements
- i. Curriculum committee thinks the changes look good, and also reflects what was discussed in the evaluation meeting with Pras.
- ii. *The PC agrees and the committee will give an approval to the teacher.*

6. QAI

     a. Module 2 - Software Systems
- i. The module went pretty well, although there were some issues with the grading of the projects, because there were so many people. Automating that is not an option in the current form.
- ii. Roughly half of the students failed it, which is to be expected of the module.

     b. Module 6 - Intelligent Interaction Design.
- i. This module has had problems since it was created.
- ii. The evaluation results were the least negative in its lifetime. The module coordinator updated the course a lot. It is still important to show that this is an important module for a computer scientist.
- iii. The coordinator was going to remove the peer review, but they are going to try and reimplement this in a different way.

     c. Remaining interviews
- i. Bakkum had issues scheduling something with the teacher and molenkamp due to conflicting agendas.
- ii. Khasuntsev and Tews will also try and schedule a meeting.

7. New PC Members

     a. One of the research groups would look into a member. However, Langerak and Rensink have not heard a name since then. They will inquire about that.

     b. *Student members will look into new student members after this meeting as discussed during the action points.*

8. Confidentiality w.r.t. master theses.

     a. One can now ask for confidentiality during a project up to four weeks before the end of the final project.

     b. The time period is now also regulated via the articles. It can initially be requested for up to two years, but can be prolonged for another three years upon request and when necessary.

9. A.O.B. and Proposal items next meeting

a. *No other business or item proposals were brought up*

10. Questions and Conclusion.

   a. Rensink wants to thank everyone for their work, especially during these times and hopes we can meet up in person after the holidays.

   b. Lummen thanks everyone for the past year and will keep involved with education.

   c. Banu thanks everyone for the opportunity to help out with education.

   d. Langerak closes the meeting at 11.39

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
493	March 2020	Look into the option of communicating back the results of the houses survey to the students.	Schooltink	April 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
500	June 2020	Discuss the entry requirement of English with the steering group of programme directors.	Rensink	September 2020
501	June 2020	Look for new student members of the PC	Student Members	September 2020