Date:
Tuesday 6 April 2021

Location:
Home/ Microsoft Teams conference room

Time:
10.45 – 12.30

Present:

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

Students: Joris Kuiper, Willem Schooltink (Educational affairs), Sander Bakkum, Marten Voorberg, Jayanshi Tripathi

Secretary: Robin Waterval

Absent:
Jan van Helvert

1. **Opening and Determining agenda**
   a. Langerak opened the meeting at 10.46
   b. There was a last minute change to software technology, which can be discussed at the master EER.
   c. Data Science & Technology will be discussed before the master EER instead of after.
2. **Announcements**
   a. by Programme Director
      i. In the course of this week an interview will be held with a potential successor. By the end of this month this may have resulted in their appointment. As there is already a lot on their plate, there will be a transitionary period where Rensink will help them to find their bearing.
      ii. There is an update on the number of the pre-enrollments. The current projection expects we will have 610 students, which is an increase of 32% w.r.t. Last year.
          1. As a result, programme management is looking into hiring more dedicated teachers for next year. It looks like the programme is able to cope with the increased number of students and hopefully offer them a good programme.

b. By working groups
   i. The EER group and curriculum groups have been active and they will discuss their findings at the relevant agenda points.

3. **Incoming/outgoing correspondence**
   a. *There was no relevant correspondence.*

4. **Minutes of the 154th PC-CS meeting d.d. March 9th 2021**
   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. 533: Has been moved to Long Term action points.
      iii. 534: The meetings are being planned at the moment. Are also looking to implement student feedback in the document. The action point should be done by the next meeting.
      iv. 536: The changes to DST have been discussed, however a document for Sports Data Science is still expected.
      v. 539: In progress.
      vi. 540: Has not been done, but the example is also in the minutes. This action point is therefore considered finished.

5. **Data Science & Technology**
   a. The curriculum group looked at the proposal and found 3 points
      i. It is odd that the Data Science course is not part of the core courses of the specialization.
      ii. All moves seem warranted, except for one course that cannot be held due to larger numbers. It might be an option to put a cap on the course so that it can still be held. This course was also given by a teacher that is leaving, which is another reason why it cannot be held.
   b. The proposal also contains a section on sports data science. They might expect that sports data science specialization to also be accepted with the change to Data Science.
   c. The current plan is to embed the Sports Data Science within the Data Science specialization as there are still quite a lot of uncertainties with regards to the courses because that would mean that 110 EC are fixed beforehand. If a student successfully follows all the required courses they will receive a Data Science diploma with a supplement of following Sports Data Science.
   d. **@Langerak: Mail Van Keulen that the current plan does not seem to include the latest details and that the PC will wait with their advice until an updated plan is submitted.**

6. **Master EER 2021-2022**
   a. Bakkum has sent a separate document (5d) with the comments on the document.
   b. The faculty section:

      i.   A3.12: The PC should be added to the internal evaluations as it covers all bases where the PC is involved. It also does not include any parts on reflection as a result of the evaluations.

           1.   A subsection will be added to the programme section where the specifics of reflection will be mentioned, such as QAI.

      ii.   A4 contains some points w.r.t. Changing study units while they are ongoing by using e.g. Proctoring.

           1.   Currently we do not have (m)any tests that are held using an automatic proctoring system. There are some that are held with minor proctoring via Zoom for example.

           2.   There is also the point that this should only be done during the pandemic and should not be used when it is not necessary.

           3.   A point will be added that this will be up for discussion next year and has to be given explicit consent to be kept in.

  c. Programme specific:

      i.   Research topics: The minimum number of EC required to start will remain at 60 as there are enough alternatives to catch outliers when students want to start earlier.

      ii.   Extension on final project: Currently the supervisor can grant an extension of 3 months, but no reason needs to be given. When Students then change the date in mobility, CES does not see why the date is changed.

  d. The rest of the points concerning the specializations will be discussed at a separate meeting as we currently do not have a lot of time left. Student and staff members of the PC will attend along with Van Grinsven.

      i.   Those who cannot attend can send their concerns to the other members for discussion.

      ii.   Meeting will be held on Monday April 19th afternoon from 15.00

      iii.   @Langerak: Invite Van Keulen to the discussion meeting on the EER to give additional information

7. **Evaluation PC Course**

  a. It was much more interesting and useful than expected. The legal setting of the background on the PC was good to know. It was great to learn what things the PC does and does not have consent rights on.

  b. The informal style of the PC makes it more of a cooperative effort on improving the programme.

  c. There was a lot of interaction with the instructor and it was a very "lively" course and would be recommended for new members to follow as well.

  d.

8. **QAI**

  a. Interviews:

      i.   Smart Spaces (Bsc-M9) by Khasuntsev & Mocanu

           1.   Mocanu did not realise it had already been sent as she did not see agreement from all parties.

        2. @Mocanu: Discuss with Khasuntsev about the draft report on Smart Spaces.

    ii. Secure Data Management (Msc) by Tripathi & Tews

        1. Having to give the course online really affected the quality of the course as students felt less creative and were more prone to fraud.

        2. Furthermore testing was more difficult because the testing was partly organised by Delft and partly by us and both universities had different policies w.r.t. covid.

  b. Interviews for Quartile 2 courses

    i. Will also be discussed at the extra meeting on April 19th.

    ii. @Padberg: Put the SEQ evaluations on webdav.

    iii. @Padberg: Ask the CEEP for their evaluation results of Q2.

    iv. @Everyone: Look at the SEQ values and think of which courses you prefer to evaluate.

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

  a. Kuiper not attend the extra meeting due to conflicting schedules.

  b. Langerak will not attend the next regular meeting due to conflicting schedules.

  c. Kuiper wants to look at dropout rates in the first year due to hybrid teaching over the past year.

    i. @Rensink: Send a mail to Meijerink and Kuiper to get them in touch to discuss the dropout rates w.r.t. hybrid teaching.

10. Questions and Conclusion.

  a. Schooltink: Would it be possible for me to join the separate meeting on the EER?

    i. *The PC is fine with that.*

  b. Langerak closes the meeting at 12.34

Minutes PC CS Meeting 155

Action points PC CS meeting 155

Nr.	Given in		Description	Responsible	Deadline
	Month	Meeting #			
534	March 2021	154	Contact the module coordinators in the Bachelor to create a document outlining their module with their thoughts on the integration of subjects in their respective module.	Bakkum, Vonk	April 2021
539	March 2021	154	Formulate a transitional rule for students to make it clear that the students can choose either Cum Laude system to determine eligibility for Cum laude.	Programme management	April 2021
541	April 2021	155	Mail Van Keulen that the current plan does not seem to include the latest details and that the PC will wait with their advice until an updated plan is submitted.	Langerak	May 2021
542	April 2021	155	Invite Van Keulen to the discussion meeting on the EER to give additional information	Langerak	Week 14 2021
543	April 2021	155	Put the SEQ evaluations on webdav.	Padberg	Week 15 2021
544	April 2021	155	Ask the CEEP for their evaluation results of Q2.	Padberg	Week 15 2021
545	April 2021	155	Look at the SEQ values and think of which courses you prefer to evaluate.	Everyone	Week 16 2021
546	April 2021	155	Send a mail to Meijerink and Kuiper to get them in touch to discuss the dropout rates w.r.t. hybrid teaching.	Rensink	May 2021

Long term action points

Nr.	Given in		Description	Deadline
	Month	Meeting #		
LT1	November 2020	150	Evaluate the PILOs 2 years before the next audit or 1 year before a midterm audit	
LT2	March 2021	154	Keep track of the WSV plans, to make sure the proposal is taken into account.	December 2021
LT3	March 2021	154	Discuss the "Industrial Advisory Board", "Hybrid education", "Number of students" and "Academic Skills" sections from the programme development plan of CS.	