

Minutes PC CS Meeting 158

Date:

Tuesday 6 July 2021

Location:

Home/ Microsoft Teams conference room

Time:

10.45 – 12.30

Present:

Staff: Sabine Padberg, Rom Langerak, Marloes van Grinsven, Sharon Vonk, Elena Mocanu, Erik Tews, Jan van Helvert, Vadim Zaytsev (Program Director)

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

Secretary: Robin Waterval

Guests: Tirzah Dekker (temporary program coordinator), Rosan Maas (Candidate Educational affairs), Patrick van Oerle, Lysanne Pruijn (CES)

Absent:

Anna Sperotto, Marten Voorberg

1. Opening and Determining agenda

- a. Langerak opened the meeting at 10.48

2. Announcements

- a. Lysanne Pruijn is joining the meeting, as she will join CES (Dutch: BOZ). She will help out Sabine with her tasks.
- b. Patrick van Oerle is attending the meeting to get a feel of how the meetings go. He will take over Robin's task after the Holidays.
- c. By Programme Director
 - i. Biggest thing going on is the Numerus Fixus. The proposal is working its way through the university levels. A lot of feedback has been given on what they would like to see implemented in the proposal before it will be approved.
 - ii. One module coordinator got covid.
 - iii. Staff changes:

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1. Eline Meijerink will move from module support to bachelor coordinator. For now this will be in addition to the existing coordinators, as Van Helvert and Dekker will leave soon.
2. Tina will take over Meijerink's position.
3. There will be an extra study advisor.
- iv. Events like the "Meeloopdagen", "voorlichtingsdagen", Kick-In ... will be split up or moved out over multiple months. .
- v. Tomorrow the first master's defense on campus will take place.
- vi. The upcoming two weeks still contain a lot of resits.

3. Incoming/outgoing correspondence

- a. Participation training courses
 - i. The committee had a training like this recently, so it is not very relevant at the moment.

4. Minutes of the 157th PC-CS meeting d.d. June 8th 2021

- a. Comments:
 - i. *There are no comments on the minutes.*
- b. Action points:
 - i. *Finished action points have been removed and comments have been put here.*
 - ii. 547: On the agenda, discussed at agenda point 5.
 - iii. 549: No update yet. Will be done before Robin will leave as minute secretary.
 - iv. 550: Done. Received some numbers on how well the students did after the selection procedure. Currently the numbers do point in the way that students perform better with a better result on the entry test.
 1. Zaytsev talked with Inter-Actief to look at the option of them taking a draft entrance test with first year students as a pilot.
 2. Are planning to closely follow the data of Delft for our first year of Numerus Fixus.
 - v. 551: No update yet.

5. Integration of subjects in the SEQ

- a. There was a discussion in the PC earlier about the integration between subjects within modules. Van Helvert looked at the specific questions in the SEQ and extracted data in the document.
 - i. There are three questions with regards to integration.
 - ii. In general students evaluate the integration of subjects in a module in a positive way.
- b. The programme management sends reflection forms to module coordinators after the SEQ results are known. These reflection forms will ask the coordinators to evaluate the integration of a module.
- c. The SEQ currently does not ask about the satisfaction of integration, only about whether the integration was clear.

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- d. Changing the questions of the SEQ requires a lot of work, since any change in question has to be requested per module, and every year again since the change is not saved.
 - e. **@Van Helvert/ Meijerink: Add an explicit question about the integration of subjects to the reflection form for module coordinators.**
- 6. New master courses**
- a. The new courses were submitted last minute, so the PC did not have time to properly take a look at the proposal for the courses.
 - b. The curriculum working group will look at the proposals and formulate an advice. Langerak will forward this advice to the rest of the PC and when there is no feedback on said advice it will be forwarded to the respective teachers.
- 7. Succession members**
- a. Student members
 - i. This will be Bakkum's, Tripathi's and Voorberg's final meeting.
 - ii. Kuiper will take over Bakkum's position as vice-chairman of the PC.
 - iii. There is currently one candidate, who is currently still in their bachelor. The student members are still looking for some master students to join the PC.
 - b. Staff members
 - i. Sperotto already agreed to a prolongation for her position.
 - ii. Tews' appointment will end at the first of september. He is not sure when he will have more clarity about his situation. If Tews' does not let Padberg know before the end of next week, Padberg will apply for a prolongation of Tews' appointment. Should Tews need to leave the PC earlier, that should not be a problem.
- 8. Approach long term points**
- a. Langerak will discuss LT1 with Zaytsev in the next semester.
 - b. Langerak proposes to discuss the WSV plans (LT2) and the Industrial advisory board (LT3) in September.
 - c. **@Padberg: Put the WSV plans and the industrial board on the agenda for the next meeting.**
 - d. **@Langerak, Zaytsev: Discuss and evaluate the PILOs of all modules.**
- 9. QAI**
- a. Bakkum will send out an email to the teacher later today.
 - b. Tripathi and Tews had their meeting and the report has been finished. Will be sent to Padberg after the meeting.
 - c. Kuiper and Mocanu also had a meeting with the teacher and the report is being worked on and will be submitted for the next meeting.
 - d. Voorberg and Sperotto's progress is unknown, as both members are absent during this meeting.
- 10. A.O.B. and Proposal items next meeting**
- a. Bakkum thanks everyone for the past years in the PC and invites everyone for a beer at an Inter-Actief drink.
 - b. Van Helvert appreciates the cooperation with the PC over the past time and will now retire.

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- c. Padberg has put the schedule for the meetings of next year on the P-drive.
- d. Schooltink announces this was his final meeting, since Maas will take over.
- e. Tripathi thanks everyone for the nice experience.
- f. Waterval also thanks everyone for the enjoyable meetings.
- g. Zaytsev thanks everyone for their contributions to the PC and welcomes the new faces to the PC.

11. Questions and Conclusion.

- a. Langerak closes the meeting at 11.47

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Action points PC CS meeting 158

Nr.	Given in		Description	Responsible	Deadline
	Month	Meeting #			
549	June 2021	157	Update the minutes of the 156th meeting to include the discussion on the numerus Fixus while discussing the alternatives for TCS minor.	Waterval	July 2021
551	June 2021	157	Check the list of recommendations and work out a method of how they can be implemented.	Wellbeing workgroup	September 2021
553	July 2021	158	Add an explicit question about the integration of subjects to the reflection form for module coordinators.	Van Helvert, Meijerink	September 2021
554	July 2021	158	Put the WSV plans and the industrial board on the agenda for the next meeting.	Padberg	September 2021
555	July 2021	158	Discuss and evaluate the PILOs of all modules.	Langerak, Zaytsev	September 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.	