

## **Faculty EEMCS**

### **MINUTES MEETING PROGRAMME COMMITTEE - CS**

#### **Meeting Nr. 160**

|                 |   |
|-----------------|---|
| <b>Date</b>     | Tuesday 12 October 2021   |
| <b>Location</b> | Microsoft Teams   |
| <b>Time</b>     | 10.45 - 12.30   |
| <b>Present</b>  | Bugra Yildiz, Marloes van Grinsven, Sanne Gritter-Spuls, Rianne de Jong, Joris Kuiper, Rom Langerak, Rosan Maas, Eline Meijerink, Elena Mocanu, Sabine Padberg-Heskamp, Willem Schooltink, Sharon Vonk, Jelle van den Wijngaard, Vadim Zaytsev, Patrick van Oerle |
| <b>Notulist</b> | Patrick van Oerle   |

#### **1. Opening and Determining agenda**

- a. Langerak opens the meeting at 10.49

#### **2. Announcements**

- a. For the Numerus Fixus selection procedure, the Regulation Selection Criteria has been produced.
- b. With the Corona regulations being loosened, there are more options for physical meetings and educational activities.

#### **3. Incoming/outgoing correspondence**

- a. There are no comments on the outgoing correspondence.

#### **4. Minutes of the previous PC - CS meeting**

- a. Langerak chairs the meeting instead of Zaytsev.
- b. In further minutes, page numbers will be added.
- c. There were inconsistencies with naming people by their first and last names. This will be prevented in further minutes.
- d. Not related to the minutes of last meeting, but a discussion about the various platforms (e.g. Canvas, Discord) used for communication towards students was held. Having too many platforms used during various modules is experienced as confusing for students, and we would therefore like to see the amount to be as little as possible. The Module Board already asked Module Coordinators to limit the amount of platforms. Vonk can easily get this information for it to be evaluated at the end of the academic year.

**@Vonk (LT): Gather the platforms used in communication to students throughout the various modules to check how many different platforms are used.**

#### **5. Regulation Selection Criteria Procedure B-TCS**

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- a. Since the document was only sent to the PC shortly before the meeting, we will postpone the official decision to the upcoming meeting.
- b. The document contains all rules about the Numerus Fixus procedure and deadlines for students et cetera. The purpose of the document is to be as unambiguous as possible and will only be valid for one year. Any feedback on the document is highly appreciated and can be sent to Zaytsev.
- c. The document has already been approved by the Programme Coordinator and is therefore ready to be presented to the PC.

### **6. Course extension Concurrent Programming part from module Programming Paradigms**

- a. The request came from a teacher that wanted to provide part of the module with 5 EC instead of 3 EC for one student. We trust the Module Coordinator to design an extra assignment to justify the extra EC. The proposal is accepted.

### **7. Module integration**

- a. The point is raised that by approving the exception, it shows that part of the module can be followed separately from the rest of the module. The homologation, however, is based on an individual and there were adjustments needed to separate the part from the rest of the module.
- b. It is agreed that the first year is mostly integrated education, but the second year is much less integrated. An example is coupling CAO to ICT & Law. These two courses have nothing in common, except that part of the project is evaluated also on a legal level, but are marked as interdependent.
- c. Another point raised is student activism. TOM does not encourage part-time boards when it is impossible to only follow part of a module. The student members think it is important to not only focus on education, but also on personal development besides the study.
- d. The programme with TOM implementation is focused on full-time students, and it is not deemed unfair to ask students to put in the required hours. The downside of this system is that indeed student activism is harder to combine with the study.
- e. The PC thinks it is also important to hear the teachers' perspective on the issues addressed. We will have a dedicated meeting with the Programme Management and PC.

**@Padberg: Plan a meeting dedicated to the discussion about integration of modules with the Programme Committee and the Programme Management.**

### **8. Taskforce Math**

- a. In general, students have asked for more exercises and math applications during the study.
- b. There are few problems with (a lack of) pre-knowledge. The only case during the programme is Probability Theory in Module 4. Module 3 could benefit from students having already had Probability Theory, so it might be an idea to teach this subject earlier in the programme.
- c. A more detailed plan, as mentioned in the last paragraph of the letter, will depend on the outcomes of the action points. The current plan is to implement changes, if needed, in the academic year 2022/2023.

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- d. Zaytsev will have something to report, so the agenda point will also be there during the meeting of November.

### **9. WSV plans and the industrial Board**

- a. WSV is the money that has come free from the government to improve education.
- b. The latest plans are now being evaluated, and there will be a new round of plans around December. The students will form a taskforce to also have input when the plans are made.

**@Student Members: Form a taskforce and inform what the current plans for next year with the WSV money.**

### **10. QAI**

- a. We now have the results from Real-Time Systems 2, where Langerak and Schooltink had a meeting. The most important point raised was that the professors were quite unreachable for students. The main reason is that some professors were part-time and had a shortage of time.
- b. Most other complaints were caused by education being online and are expected to be fixed by next year.
- c. A more elaborate report about the QAI of Real-Time Systems 2 can be found on the webpage.
- d. The Programme Management is aware of the problem regarding part-time professors, and would like to see a full-time professor there again.

### **11. Meeting online or in a room**

- a. We will plan a meeting on campus for the meeting in December, if there is a room available. This will be in hybrid form if needed.
- b. We will stick to the online form for the meeting in November.

### **12. A.O.B.**

- a. Schooltink and Van den Wijngaard join the Workgroup Education and Examination Regulations.
- b. Yildiz joins the Workgroup Quality Assurance.
- c. The updated overview of the workgroup members will be published on the website.

### **13. Questions and Conclusion.**

- a. Langerak closes the meeting at 12.41

## Minutes PC - CS Meeting 160

### Action points PC CS meeting 160

| Nr. | Given in       |           | Description  | Responsible           | Deadline      |
|-----|----------------|-----------|--|-----------------------|---------------|
|     | Month          | Meeting # |  |                       |               |
| 555 | July 2021      | 158       | Discuss and evaluate the PILOs of all modules.   | Langerak, Zaytsev     | October 2021  |
| 557 | September 2021 | 159       | Prepare a reaction to the letter sent to Rensink in April about proctoring   | Zaytsev, Van Grinsven | October 2021  |
| 563 | October 2021   | 160       | Sent any feedback on the Regulation Selection Criteria Procedure to Zaytsev.   | Everyone              | November 2021 |
| 564 | October 2021   | 160       | Plan a meeting dedicated to the discussion about integration of modules with the Programme Committee and the Programme Management. | Padberg               | November 2021 |
| 565 | October 2021   | 160       | Inform what the current plans for next year with the WSV money are with Cynthia.   | Zaytsev               | November 2021 |
| 566 | October 2021   | 160       | Form a small taskforce and come up with early plans for the WSV money.   | Student Members       | November 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. |               |
| LT4 | October 2021  | 160       | [Vonk] Gather the platforms used in communication to students throughout the various modules to check how many different platforms are used.                |               |