Faculty EEMCS

MINUTES MEETING PROGRAMME COMMITTEE - CS
Meeting Nr. 169

Date   Tuesday 12 July 2022

Location   Microsoft Teams

Time   10.45 - 12.30

Present   Rom Langerak, Elena Mocanu, Anna Sperotto, Daniël Floor, Jelle van den Wijngaard, Vadim Zaytsev, Sharon Vonk, Eline Meijerink, Marloes van Grinsven, Sanne Spuls, Patrick van Oerle

Notulist   Patrick van Oerle

1. **Opening and Determining agenda**
   a. Langerak opens the meeting at 10.50
2. **Announcements**
   a. Q4 ended a couple of days ago, apart from some minor things it was a productive module. Module 4 was the biggest in its history. M12 had the presentations physically again after corona, which gave much more of a real conference feeling.
   b. The module board now was more a meeting from time to time with all module coordinators, which is now rearranged a bit in smaller groups. This leads to more productive meetings and works nice until now.
   c. We are now steps further with the TA training. There will be some parts done by an external party, but the specific knowledge will obviously be trained by the UT itself.
   d. Clear goals for the house system are defined now, probably documents will be provided for the next meeting about this.
   e. We have a new study advisor, who will strengthen the team of study advisors. We are still thinking of the division of students between all.
   f. The head of the Computer Science department will change to Marieke Huisman in October or November. This does not mean a lot to us, but is good to know.
3. **Incoming/outgoing correspondence**
   a. There are no comments on the incoming and outgoing correspondence.
4. **Minutes of the previous PC - CS meeting**
   a. There were no further comments on the minutes of meeting 166, 167 and 168.
   b. Action points 582, 584, 585 and 588 have been concluded.
   c. The reports of action points 586 and 587 are still being made, so these will remain.

      d. Action point 583 is still being worked on.

5. EER 2022-2023 Master

      a. The feedback and answers were clear, so the EER as presented now is approved.

6. EER 2022-2023 Bachelor

      a. There were some changes in the double degree programme. The curriculum of applied mathematics has changed, thus has the double degree programme. The study units of computer science have not really changed, but some major changes were made in the mathematics units. There is also a slight increase of total increase of 3 EC.

      b. Given there is already a significant dropout and the increase in EC, we would like to have some investigation on the study ability of the programme. If the dropout is because of the study load, then this increase might not be such a great idea.

      c. **@Zaytsev/Meijerink: Roll out an investigation about the correlation of study load and dropout in the double degree programme.**

7. Quality agreements EEMCS

      a. This document is simply soliciting for comments, which we don't have.

8. Small curriculum changes

      a. The changes of the SDS courses are only minor, and don't need comments from our side. It is good that they keep us informed.

      b. There are some small changes like a rename of a track in the CPS module, which also don't receive comments from our side.

9. QAI

      a. There is confusion about the Performance Evaluation QAI.

      b. @Van Oerle: sort out the Performance Evaluation QAI from the minutes**.**

      c. We are waiting for both STAR and Blockchain evaluation reports. STAR only needs a report, the interview of Blockchain still needs to take place.

      d. Since we already have a backlog, we will not add another QAI. We do have very low response rates, which is something that should be worked on. This will be put on September's agenda.

      e. **If we take Mod3 and Performance Evaluation, we can do them both in one interview. Since this is Mocanu's last meeting, Langerak will take over this one together with Floo**r.

10. Members PC-CS

      a. Elena will leave the PC after two years. Joris is unsure whether he will continue or not, but Bugra will definitely leave us. Daniël will take the vice chairmanship upon himself. At the next meeting, Joris and Daniël think of a ritual to give over vice chairmanship. This means we need 1 or 2 student members, and one staff member. Rom will contact Tews whether he will stay. It would be best to have a bachelor student member, the student members will make sure this is posted on the bachelor Canvas.

      b. **@Langerak: Contact Tews whether he will stay in the PC coming year.**

      c. **@Langerak: Send out a letter to find a new staff member.**

      d. **@Student members: Write the announcement to be posted on Canvas.**

11. A.O.B.
   a. Zaytsev did a pilot for module 4, where two students were given the opportunity to give an extra lecture in the evening and it was quite an interesting session with roughly 20 students. Things like this will be done next study year as well.
   b. Zaytsev developed a framework for official screening of modules. There is some discussion whether this is for the PC or the examination board, but Zaytsev will send it in for the next meeting and we will see whether this is something for us.

12. Questions and Conclusion.
   a. Langerak closes the meeting at 11.58

Action points PC CS meeting 169

Nr.	Given in		Description	Responsible	Deadline
	Month	**Meeting #**			
583	June 2022	168	Discuss about the possibility of CEEP panel evaluations in the master courses.	Van Grinsven	July 2022
586	June 2022	168	Take the QAI for the STAR master course.	Yildiz/Mocanu	July 2022
589	July 2022	169	Roll out an investigation about the correlation of study load and dropout in the double degree programme.	Zaytsev/Meijerink	September 2022
590	July 2022	169	Sort out the Performance Evaluation QAI in the minutes.	Van Oerle	September 2022
591	July 2022	169	Contact whether Tews will stay in the PC coming year.	Langerak	September 2022
592	July 2022	169	Send out a letter to find a new staff member.	Langerak	September 2022
593	July 2022	169	Write the announcement to be posted on Canvas.	Student Members	September 2022

Long term action points

Nr.	Given in		Description	Deadline
	Month	**Meeting #**		
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.	