

Faculty EWI (EEMCS)

MINUTES MEETING PROGRAMME COMMITTEE – CS

Meeting NR. 173

Date: Tuesday 13 December 2022

Location: Microsoft Teams

Time: 10.45 – 12.30

Present: Rom Langerak, Anna Sperotto, Daniël Floor, Krystof Mitka, Vadim Zaytsev, Eline Meijerink, Sabine Padberg-Heskamp, Nikolaos Alachiotis, Mohammed Elhajj, Jakub Kosciolek (new minutes maker), Sharon Vonk, Mikulas Vanousek (new double-degree student), Sanne Spuls

1. Opening and Determining agenda

- a. Langerak started the meeting at 10:50
- b. Mikulas Vanousek has a trial participation in the meeting as a double-degree student.

2. Announcement PD

- a. The "Data Science, artificial intelligence seen through the hype" module was run for the first time and the team is currently holding reflection meetings to discuss its performance. Overall, the module was successful, but there are a few points for improvement that have been identified for next year. There is enough material and expertise within the team to continue offering the module and it may potentially be opened to students in other programs as an elective.
- b. The rules for TA (teaching assistant) employment have changed, and TAs will now be treated as regular employees with fixed contracts for a set number of hours. This will change the flexibility that TAs previously had in terms of their workload and availability. The new system will go into effect by August, and the HR department will soon be approaching students to transition to the new system. Zaytsev is currently investigating the impact of these changes and will consult with legal professionals to determine the next steps.
- c. Several promotional events have been held, including successful online open days for bachelor students and a less representative online open day for master students. Next year, there is a plan to change the format of the master open days by dividing them into specializations and providing more details and recorded videos, and to work with the marketing team to define the target audience and the best ways to reach them.
- d. University has seen a significant decrease in enrollments this year, with around 30% fewer enrollments compared to last year.
- e. Zaytsev attended a meeting about the university's vision for education, which includes a focus on interdisciplinary learning and challenge-based learning, with a particular emphasis on learning by doing. The meeting also addressed the overall quality of education and how it will impact the quality of the organization's programs.

- f. Results of a NSE (Nationale Studenten Enquete) were received, which showed that our ranking was disappointingly low, especially compared to the previous year. The low ranking was due to the results of a national student survey, which showed that some students had a negative perception of the organization's program. In response, some actions were already made to redesign and revise the curriculum, making it more uniform and preparing students for future professional life. Industrial Advisory Board for the bachelor's program has been finalized, which will involve reaching out to companies and having meetings to systematically gather information about industry expectations and whether the curriculum meets those expectations.
- g. Zaytsev requested everyone to think about ways to improve the program, make it more consistent, and communicate a consistent image of the program to students.
 - a. Mitka noted that act of involving external companies in the learning process is an amazing way for students to engage in learning and preparing for a future job, thus this practice can be more frequent throughout the projects.
 - b. Langerak proposed that each improvement needs to be clearly communicated to the students

3. Income - outgoing correspondence

- a. There is no in- or outgoing correspondence

4. Minutes of the 172th PC-CS meeting d.d. November 13th 2022

- a. No comments about the previous minutes
- b. Action points:
 - a. 583: van Grinsven was absent
 - b. 610: Still being done
 - c. 611: Some cleaning has been done, but needs to be repeated once again
 - d. 612: Has been done
 - e. 613: Has been done
 - f. 614: Has been done
 - g. 615: Has been done
 - h. 616: Has been done. There will be a more detailed meeting in January, where a demo for the Anubis will be shown to module coordinators
 - i. 617: Has been done
 - j. 618: Still being done

5. Social Safety at EEMCS (<https://www.utwente.nl/en/eemcs/education/social-safety/>)

- a. Reminder of the agenda point:
 - a. Students are not always behaving in the proper way while using online platforms such as 'discord' to communicate with the teachers and each other.
 - b. There should be a document or set of rules that the teacher/student can refer to while someone is misbehaving while online interaction
 - c. Two documents have been presented:
 - i. Code of conduct for acceptable and unacceptable behaviour
 - 1. Document from the university which describes the way that people have to interact

2. There are 2 things that stand out
 - a. Document is formal, and there is a long introduction before getting to the important stuff.
 - b. There is very little stuff about the online environment.
- ii. NLnet Labs – code of conduct.
 1. Document from a software company that is simple to read, shown as an example.
- b. Question arose: Do we need a code of conduct?
 - a. Zaytsev pointed 3 things:
 - i. The document needs to be short.
 - ii. It should be presented with an interesting name and easy language to attract students more.
 - iii. Language needs to be accurate as students are from multicultural backgrounds and can have different interpretations.
 - b. Elhajj noted that at the beginning of each module, there is an introduction where students can be presented with one slide of rules.
 - c. Vanousek proposed to summarize the code of conduct with a heuristic, such as ‘Would your parents be proud of you if they heard you say that’.
- c. Sperotto proposed to include material connected with behaving online in Academic Skills.
 - a. Zaytsev noted that Academic Skills is for students to learn a particular skill in the academic surrounding, and proper behavior online is more of an environmental restriction.
- d. Sperotto will be working on this further.

6. QAI and SEQ block 1a

- a. QAI is a Quality Assurance Interview, which is an interview between a team of students and one staff member, and the responsible teacher of the course or the module.
- b. Following division applies:

a. Computer Systems	Vanousek / Langerak
b. Data Science & Artificial Intelligence	van Wijngaard / Alachiotis
c. Internet of Things	Mitka / Elhajj
d. Limits to Computing	Floor / Sperotto
- c. Points regarding Real-time Systems 2:
 - a. Sperotto had some email exchanges with Anna-Lucia and it was hard to get in touch. Shadow person has been also checked, however without any further information.
 - b. Replacement backup person for the real-time system was suggested and the point was dropped.
- d. There is a procedure in which the students take the lead in making the appointment with the teacher and making a small report. After that report is checked by the staff member and presented on the PC.

7. A.O.B / Questions and Conclusion

- a. There will be a physical meeting at University, followed by lunch. After the meeting in Citadel, there are around 15 minutes to go to the UPark hotel, where the lunch will be.
 - a. Floor, van den Wijngaard and Zaytsev will not be there.
 - b. There will be at least one other lunch this year. It will be made sure that next time, at least Floor, Van den Wijngaard, and Zaytsev will be present.
- b. Vanousek introduction.
 - a. Vanousek would like to improve the process of gathering feedback and loop of evaluation. As well as that he pointed out his enthusiasm for open source, thus he would like to improve the relationship between UT and open source.
- c. A reminder has been received from Zaysev regarding the importance of actively taking a position and providing ideas for improving the program.
- d. Daniel has proposed an idea to allow students to access slides prior to lectures. It is noted that many students currently use tablets and would appreciate having the slides available on these devices during lectures.
 - a. Zaytsev pointed out that in many situations if students are provided with slides before the lecture, they do not attend the lectures, however, he is eager to discuss it further.
- e. Langerak concludes the meeting at 12:02

Action points PC CS meeting 173

Nr.	Given in month	Meeting	Description	Responsible	Deadline
583	June 2022	168	Discuss the possibility of CEEP panel evaluations in the master courses.	Van Grinsven	July 2022
610	November 2022	172	Write down a clear overview of the process of obtaining, discussing, and publishing the results of the SEQ and teacher evaluation for future PCs	Zaytsev	December 2022
611	November 2022	172	Check if any “cobwebs”/old documents are left on the server and clean them out if necessary.	Langerak	December 2022
618	November 2022	172	Contact Inter-Actief about the promotion of the Benelux programming competition brought up by Mitka	Zaytsev	December 2022
620	December 2022	173	Provide some details on the vision, strategic and tactical plans, and how to map those goals on a daily basis	Zaytsev	January 2022
621	December 2022	173	Report the result of the discussion on online exam environments	Zaytsev	February 2023
622	December 2022	173	Discuss the recommendation to upload lecture notes before the lecture	Floor/ Zaytsev	January 2023
623	December 2022	173	Make one slide with a couple of rules of how to behave during online interaction	Sperotto	January 2023
624	December 2022	173	Carry out quality assurance interview for Computer System	Vanousek / Langerak	February 2023
625	December 2022	173	Carry out quality assurance interview for Data Science & Artificial Intelligence	van Wijngaard/ Alachiotis	February 2023
626	December 2022	173	Carry out quality assurance interview for Internet of Things	Mitka / Elhajj	February 2023
627	December 2022	173	Carry out quality assurance interview for Limits to Computing	Floor / Sperotto	February 2023