

# ***Faculty EWI (EEMCS)***

## **MINUTES MEETING PROGRAMME COMMITTEE – CS**

# **Meeting NR. 181**

**Date:** Tuesday 19 September 2023

**Location:** Online (Via Teams)

**Time:** 10.45 – 12.30

**Present PC members:** Rom Langerak, Anna Sperotto, Krystof Mitka, Alachiotis Nikolaos, Mariska Freiler, Jakub Kosciolk, Mohammed Elhajj, Mikuláš Vanousek

**Present not members:** Vadim Zaytsev, Eline Meijerink, Marloes van Grinsven (all program management), Daniel Jonker (Inter-Actief), Sabine Padberg (Registrar), Sharon Vonk, Kishan Thakurani (Minute Maker)

**Absent PC members:**

**Absent not members:** Sanne Spuls (Study Advisor), ,Felicia Burlacu(Minute Maker)

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

- a. Rom opens the meeting at 10:47
- b. Starts with introducing new people
  - i. New minute makers:
    1. Kishan Thakurani
    2. Felicia Burlacu
  - ii. New student members:
    1. Mariska Frelie (Used to be part of Inter-Actief)
    2. Jakub Kosciolk
  - iii. Educational Affairs Officer for Inter-Actief: Daniel Jonker

### **2. Announcement PD**

- a. Zaytsev starts announcements at 10:51
- b. The new academic year started
  - i. BSA rounds of the previous year finished, 63 people (25%) received negative advice, and 20 people switched courses, which is better than previous years
  - ii. Kick-in also happened with lots of organization by students and the program
  - iii. Zaytsev attended the Inter-Actief General Assembly, which improved teacher participation

- c. new Vice Dean of Education Alma Schaafstal
  - i. Previously was the program director of CREATE and ITECH
- d. The next Industry Advisory Board meeting will be planned in October.
- e. Nelly Litvak has left the university to work in Eindhoven

### **3. Income - outgoing correspondence**

- a. Email about joining, but was told that it's full right now
- b. Email about the training course, but students did not get the follow-up email
  - i. Sabine and Rom will follow up on it, to find out why not
  - ii. Mitka did receive an email but just in Dutch

### **4. Minutes of the 180th PC-CS meeting d.d. July 11th 2023**

- a. Minutes established as they are
- b. Action point:
  - i. Keep 610
  - ii. Zaytsev is working on 632, keep it
  - iii. Langerak will follow up with Daniel on 638
  - iv. 639 can be removed
  - v. 641 has expired since there is no university-wide AI policy that applies to computer science. Teachers should be clear about the policy if they care.
    - 1. Grinsven wants teachers to meet to decide on AI, which should be an action point
  - vi. 644, the meeting is scheduled for next week, so the action point can be removed
  - vii. 645, Discussed with minute makers, so action point can be removed
  - viii. 646, Frelier was not able to look at it yet, so the action point should be kept
  - ix. 647, Mitka is in the process of planning the meetings, so the action point will be kept
  - x. 648. Zaytsev can put it in writing and will be discussed later, for now, the action point will be removed
  - xi. 649 is related to 648, but needs a document, so action points can be kept until we get to the document.
  - xii. 650 Discussed at action point 6.

### **5. Explanation reflection components**

- Reflection M11 and M12

As the document is on behalf of the program management, Zaytsev will speak on it.

- The module itself stays the same, there is just redirection of effort that goes into components, such as in module 11, things are moved around. The major change is that the exam is put in a slightly different form.
- For module 12, the quality of the deliverable suffers from  $\frac{1}{3}$  of the effort being put into the reflection component. At this point in the course, there is no need for such an extensive reflection. The proposed change is that all 15 ECs go into the deliverable.

- BIT students still have 10 ECs research, and 5 ECs reflection, while TCS students are dedicating full time to research.
- Internship/Engineering Project (M13) has gained a reflection component linked to the new vision of the university on teaching and learning. This includes learning by interacting and self-development, with the reflection ensuring the self-development component, while the internship was previously only interacting. 10 ECs for engineering, and 5 ECs for the reflection.

#### Reactions from Mohammed Mariska and Krystof

- Mohammed does not understand the difference between modules 11 and 13, as both are similar to design projects, and the only difference is being in a company. Zaytsev replies that module 11, it's a controlled environment within the university, while module 13 is in a company. Furthermore, in module 11, the design is the important part, whereas for 13 the engineering (as in, the product being able to run) is what's important.
- Mariska is confused by the "transferred from 11 to minor" part of the letter, as this means that most students wouldn't get this component. Zaytsev responds that it
- Krystof does not feel the  $\frac{1}{3}$  split of the reflection will be accurately reflected in the workload. Zaytsev believes that  $\frac{1}{3}$  of the time that you are working, you should be thinking about self-development, without stopping your work.
- Langerak asked that some students will have 5ECs less reflection on their diploma than they used to. Zaytsev responded that in the short term, finding unanswered questions is more important than the reflection/ethical component.

## 6. QAI and SEQ

- Report interview Pervasive Computing
  - The student member was Jelle, who is no longer a part of the board
  - Anna spoke about the interview with Jeroen who is motivated and passionate about the success of the course.
  - Unsure as to why there was a low response rate, as this was not the case in the previous years.
    - Krystof asked about why the results were not received, which was clarified to be a very low response rate which is not statistically significant
    - Jakub wonders if this is proportionate to the low number of students, to which Grinsven replied that if the number of students is very low there are better ways to evaluate a course, and there is a lower bound to protect the privacy of students.
  - The course seems to be fairly complex due to the different types of teaching, lectures, and challenging hands-on portions of the course.
  - Investigated the situation that might hinder the course growth, which is the amount of Ph.D. and teachers that are needed, which would have to be reworked if the course grows.
  - Jeroen asked about ways to promote this course, for which the minor market and Inter-Actief lunch lectures were suggested.

1. Vanoušek agrees with lunch lectures but is wondering about who would buy the food. Daniel can ask within the Inter-Actief board, and send an email to PC with the result.
  2. Rom thinks that Pervasive systems should work on promoting themselves, as there are far too many master courses for Inter-Actief to promote them all.
- vii. Anna also commented that there was a drop in the numbers when the name and quarter were changed, but it could be going back up.
- b. Signal values Q4 B-TCS
- i. Rom wants to choose Intelligent Embedded Systems for the signal values since it was the first time it was given.
    1. Zaytsev suggests that Kuan Chen be interviewed as he is the new module coordinator for it.
    2. Sperotto and Frelier will be the team for this interview.
  - ii. He also thinks that Programming Paradigms should be done since it has not been interviewed.
    1. Jakub and Nikolaos will be the team for this.
- c. signal values Q4 M-CS
- i. -SEQ reports in folder 2022-2023 B-Q4 and M-Q4
  - ii. Real-time systems would not be chosen, as it may not survive
  - iii. Vanoušek suggests Advanced Logic. Mitka suggests Graph Transformations, to which Rom replies that there are too many teachers from FMT. Alachiotis suggests system security, to which Rom replies that there has been no interview with Andrea yet.
  - iv. The current proposal is Advanced Logic and System Security
    1. Rom and Krystof volunteer for System Security
    2. Vanoušek and Mohammed will do Advanced Logic.
- d. Student member makes an appointment with the teacher for the interview, usually on campus, and as per tradition, the student member writes a 1-page report, to which the teacher can give their final word.

## 6. Composition PC

Rom suggested the students of the PC have a preparation meeting with the educational committee for Inter-Actief.

Krystof had such a meeting shortly before this meeting but without Inter-Actief present and likes Rom's idea more.

- a. Vice-chair
- i. Rom wants to know if the vice-chair has been discussed, Vanoušek says that it was discussed but without Jakub, so he will not mention the nomination.
  - ii. Rom clarifies the important roles of the vice-chair
    1. Becomes chair if the chair is unavailable.
    2. The vice-chair also attends the preparation meeting with Sabine and Rom
  - iii. Jakub trusts the judgment of other students, so it was announced that Krystof will become the vice chair.

- b. Workgroup
  - i. Some issues benefit from being prepared in smaller committees, which are known as working groups.
  - ii. Within the curriculum work group where Anna is president, there is at least one vacancy as Daniel left. There are also 1-2 vacancies in the EER workgroup.
  - iii. Jakub and Mariska want to join the curriculum work group. This means there are still 3 members in the EER workgroup.
  - iv. The EER workgroup still needs a president, for which Vanoušek was chosen as Krystof is already quite busy with the vice chair role.

## **7. A.O.B / Questions and Conclusion**

- a. Sabine wants to mention that the annual report needs to be met, and the correct dates were added. Rom will draft the first version, and pass it to the (new) vice chair so that the draft can be presented at the next meeting in October.
- b. Vanoušek wanted clarification as to the lifecycle of the examination regulations, and Rom mentioned that would be discussed in the program committee. Program management will send a schedule, probably before the end of this year.
- c. Zaytsev mentions that the graduation ceremony will be on the 21st of October for those who have/want to attend.

## Action points PC CS meeting 181

| Nr. | Given in month | Meeting | Description  | Responsible                               | Deadline       |
|-----|----------------|---------|--|---|----------------|
| 610 | 11/1/2022      | 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                                   | April 2023     |
| 632 | 2/1/2023       | 175     | Prepare a written report about New Year's event outcomes   | Zaytsev                                   |                |
| 638 | 5/1/2023       | 178     | Carry out quality assurance interviews for Information Theory and Statistics   | Langerak/<br>Floor                        | June 2023      |
| 646 | 7/1/2023       | 180     | Contact organizers of events such as BAPC  | Frelie                                    |                |
| 647 | 7/1/2023       | 180     | Send recommendations regarding the Development Plan to the program management.   | Mitka                                     |                |
| 649 | 7/1/2023       | 180     | Provide a report on the transitional arrangements regarding the change in the reflection of graduation modules                                   | Zaytsev                                   |                |
| 650 | 7/1/2023       | 180     | Discuss and appoint a new vice chairman  | Kosciolek/<br>Mitka/Frelie<br>r/ Vanousek | September 2023 |
| 651 | 9/19/2023      | 181     | Teachers should meet to decide the policy on AI  | Ginsven                                   |                |
| 652 | 9/19/2023      | 181     | Carry out quality assurance interview for Intelligent Embedded Systems   | Sperotto/Frelie                           |                |
| 653 | 9/19/2023      | 181     | Carry out quality assurance interview for Programming Paradigms  | Alachiotis/<br>Kościełek                  |                |
| 654 | 9/19/2023      | 181     | Carry out quality assurance interview for Advanced Logic   | Elhajj /<br>Vanoušek                      |                |

|     |           |     |   |                    |  |
|-----|-----------|-----|---|--------------------|--|
| 655 | 9/19/2023 | 181 | Carry out quality assurance interview for System Security | Langerak/<br>Mitka |  |
| 656 | 9/19/2023 | 181 | Prepare Annual Report PC                                  | Langerak/<br>Mitka |  |