Faculty EWI (EEMCS)
Centre for Educational Support
Minutes MEETING PROGRAMME COMMITTEE – CS Meeting
NR. 175
Date: Tuesday 14 February 2023
Location: Via TEAMS
Time: 10.47 – 11.45 hour
 Present**:** Rom Langerak, Vadim Zaytsev, Eline Meijerink, Nikolaos Alachiotis, Marloes van Grinsven, Jelle van den Wijngaard, Mikulas Vanousek, Krystof Mitka, Jakub Kosciolek (Minutes maker), Daniël Floor, Niels Rotmensen

1. **Opening and Determining agenda**
    1. Langerak opens the meeting at 10:47

2. **Announcement PD**
    1. Various discussions are happening at different levels of a university's computer science discipline, including education and research. Some of these discussions are triggered by current events such as the presence of ChatGPT and its impact on fraud detection and the study process. There are also talks on future strategies and visions.
        a. There will be a faculty meeting on 22nd of March to discuss the above matters. Everyone is encouraged to attend as it is a good opportunity to share ideas and contribute to the direction of the faculty.
    2. There will be changes to numerus fixus this year:
        a. There will be no exam, as after all checks, it turned out that there are 430 candidates for 400 places
        b. There will be organized few other activities to welcome students:
            i. TCS talk – zoom session where Zaytsev answers students' questions.
            ii. Learning groups – students can choose some interesting academic topics to already work on.
    3. Zaytsev was recently at a successful Industrial Advisory Board meeting, from which the report will be presented later.
    4. End of Quartile 2
        a. Module 2 ends with a price giveaway for the best logo design.
        b. Module 6 ends with a demo market at Spiegel Hall.
        c. Module 10 ends with a conference.
3. **Income - outgoing correspondence**
    1. Negotiating according to the Harvard Principles
        a. Event was attended by 4 PC members.
        b. If there is a need for making any further courses, there is a possibility of contacting the same agency to organize the course for other members

4. **Minutes of the 174th PC-CS meeting d.d. January 17th 2023**
    1. No comments about the previous minutes
    2. Action points:
        a. 583: In the future, CEEP will offer evaluations for smaller courses that do not have an SEQ, and it will be an option for all other courses, but only upon request by the teacher. Remove the point.

    b. 610: Almost done. Keep the point.

    c. 618: Inter-actief has a procedure for it and was assured by Zaytsev that in case of any monetary issues, he can help. Remove the point.

    d. 621: The meeting has not happened yet. Keep the point.

    e. 622: Will be done. Keep the point.

    f. 624: Waiting for confirmation from the teacher. Keep the point

    g. 625: The meeting is scheduled. Keep the point.

    h. 626: Remove the point.

    i. 627: Remove the point.

    j. 628: Remove the point.

    k. 629: Keep the point.

    l. 630: The issue has been presented and is handled by Faizan. Remove the point.

5. New Year's event

1. Event description:
   a. Main idea of the event was to get as much feedback as possible from the students on their experience with the program during last year.
   b. Event took place on the 23rd of January
   c. About 90 students declared to come, and about 60/70 participated.
   d. After brief discussion students were split into groups, where in each different topic was discussed. After some time, students were reporting what they did by presenting the ideas on the sticky notes, which will be later digitalized and posted on Canvas.
2. These types of events are an amazing way to tell the students what is being done within the programme and to collect ideas for enhancement.
3. These events should be organized more often.
4. Proper report from the event will be done later
   a. **@Zaytsev Prepare the report about New Year's event**

6. Planning EER

1. Based on the email received from Eline, PC wants to repeat the procedure of reviewing last year's minutes to investigate the possible changes in EER.
   a. **@van den Wijngaard Plan the meeting to make a summary of issues from last year's PC minutes, which may result in changes to the EER**
2. Participation Meeting Schedule 2023-2024 - Scenario B, has been presented and agreed on
3. General discussion for EER meeting will be on the 11th of April, however, EER workgroup will make preparation for it in March.
4. Guideline and Model EER document has been presented, if any changes would be needed contact Eline, and it will be considered for the years 2024-2025.

7. Working groups PC

1. Mikuláš will be joining workgroup EER.

8. QAI

1. Internet of Things (Krystof/Mohammed)
   a. Summary of the interview
      i. Teacher tried a new approach called blending learning, which did not go as intended and resulted in decreased motivation among the students.

      ii. Students were missing out on in-person lectures because lectures were being recorded and provided online. The teacher was recommended to have more live in-person lectures.

      iii. There were no final exams, and the teacher was recommended to go back to traditional assessments.

      iv. Teacher was advised to provide a list of prepared topics for the project, to have guest lectures from industry professionals, and to emphasize practical projects.

    b. Zaytsev had a couple of comments:

      i. Students do not necessarily want in-person lectures, but rather contact hours, guidance, and a personalized experience.

      ii. Live lectures can work well, but there needs to be some other activity that involves student interaction and guidance.

      iii. Teachers can always reach out to education learning and e-learning specialists from UT.

2. Limits to Computing (Daniël/Anna)

    a. Summary of the interview

      i. The course scored an average of 9.3, which was surprisingly high but understandable because the course is optional for both mathematics and computer science students who have a genuine interest in the material.

      ii. The teacher gave the students a lot of freedom and the material was engaging, which resulted in high student engagement.

9. A.O.B / Questions and Conclusion

1. Kosciolek may be willing to become PC member in the future.
2. Van den Wijngaard will be leaving PC before the end of this academic year.
3. Zaytsev updated about progress on code of conduct for online communication.
4. Langerak closes at 11:47.

Action points PC CS meeting 175

Nr.	Given in month	Meeting	*Description*	*Responsible*	Deadline
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	February 2022
621	December 2022	173	Report the result of the discussion on online exam environments	Zaytsev	February 2023
622	December 2022	173	Discuss with Zaytsev the recommendation to upload lecture notes before the lecture	Floor	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 den Wijngaard/ Alachiotis	February 2023
629	January 2023	174	Organize a meeting with the master's teachers about the IoT related courses	van Grinsven	March 2023
631	February 2023	175	Plan the meeting to make a summary of issues from last year's PC minutes, which may result in changes to the EER	van den Wijngaard	March 2023
632	February 2023	175	Prepare written report about New Year's event outcomes	Zaytsev	