

Faculty		EWI		(EEMCS)
MINUTES	MEETING	PROGRAMME	COMMITTEE	– CS
Meeting NR. 178				
Date:	Tuesday 16 May 2023			
Location:	Online (Via Teams)			
Time:	10.45 – 12.30			
Present PC members:	Rom Langerak, Anna Sperotto, Daniël floor, Jelle van den Wijngaard, Krystof Mitka, Mikuláš Vanousek, Alachiotis			
Present not PC members:	Vadim Zaytsev, Eline Meijerink, Marloes van Grinsven (all programme management), Daniel Jonker (Inter-Actief), Mariska Frelief (Inter-Actief), Sanne Spuls (Study advisor), Soban Asif (Minute Maker), Sabine Padberg (Registrar)			
Absent PC members:	Mohammed Elhajj			
Absent not PC members:	None			

1. Opening and Determining agenda

- a. Langerak opens the meeting at 10:45.
- b. Frelief introduces herself as Vice Chairman of Inter Actief. Due to personal reasons Niel Rotmensen has stepped down temporarily and therefore Frelief has taken over his educational tasks for the remainder of the academic year. After the academic year the tasks will be taken over by Jonker.

2. Announcement PD

- a. Zaytsev has a few updates.
 - I. The projected number of first-year students for the academic year 2023/2024 is 280. Module one coordinators have already been assigned the task of scheduling rooms based on this number.
 - II. Study groups have proven to be highly effective, and a formal evaluation is scheduled. On June 7th, a final hybrid event will be held to discuss the study groups, and invitations will be sent to all incoming students.
 - III. Numerus fixus has been replaced by mandatory matching which was decided and discussed by the committee. The proposal was also sent to the executive board of the University which has approved it. The faculty council and the University council need to be informed of this decision.
 - IV. ENIAC speed dates for master students will take place in a few weeks.
- b. The Industrial Advisory Board has been established. You can access it through the following link: <https://www.utwente.nl/en/tcs/organisation/industrial-advisory-board/>.
- c. Zaytsev has attended events relating to accreditation and has already participated in the embedded systems accreditation.
- d. A nationwide computer science event called the ICT Open took place, attended by numerous teachers and a few students.

3. Income - outgoing correspondence

- a. Outgoing correspondence has been sent to the program management which includes consent on the matching proposal and the Bachelor EER.

4. Minutes of the 177th PC-CS meeting d.d. April 11th 2023

- a. Jelle van den Wijngaard would prefer to be addressed by his full name in the minutes document.
- b. For point 633, Vanousek remarks that there exists a canvas template that is designed by e-learning specialists, however it is not implemented meticulously by module coordinators. He proposes that this template should be recommended. Zaytsev suggests that assigning resources to module coordinators would increase the likelihood of them utilizing the template. Meijerink emphasizes the importance of ensuring that when these resources are assigned, module coordinators should report any deviations from the template and provide reasons for the deviations.
- c. Action points:
 - i. 610: It is still being done. The action point is kept.
 - ii. 622: The action point is not yet planned. It is kept.
 - iii. 625: Has been done and is on the agenda. It can be removed.
 - iv. 629: Has been fully completed. It can be removed.
 - v. 632: Zaytsev will still provide an extended report. It is kept.
 - vi. 633: Has been removed to be replaced with another action point.
 - vii. 634: It is still being done. The action point is kept.
 - viii. 635: It is still being done. The action point is kept.

5. Master courses

- a. Sperotto provides an overview of the following updates:
 - I. The collaboration with Delft for the Cyber Security Master will conclude in the upcoming academic year. As a result, there is a need to address the courses previously offered by Delft by introducing internal alternatives.
 - II. The PET bootcamp and Security and Cryptography courses have equivalent offerings, so no discussion has arisen within the curriculum workgroup.
 - III. Cyber Risk Management has been approved as a new course.
 - IV. The course Empirical Security Analysis and Engineering is requested to be moved from Quarter 1 to Quarter 2. This change is prompted by one of the teachers taking a position in Münster, making the new schedule more suitable. The change has been approved.
 - V. There is a request for a name change of the course Programming Principal Patterns and Processes (PPPP) to Software Engineering Techniques (SET). This change is approved.
 - VI. Another proposal suggests moving the course Quantity Evaluation of Embedded Systems (QEEs) to Quartile 3 and renaming it to Quantitative Evaluation of Systems. This change is driven by the course transitioning from the embedded system specialization minor to the software technology specialization. The proposal also includes assigning the course to the mentor of software technology.
- b. Langerak will contact the proposers to inform them that the PC CS (Program Committee Computer Science) has positively acknowledged their proposals.

6. Quality Control

- a. Module 7, Discrete Structures and Efficient Algorithms performed worse compared to the results of previous years. Consequently, a Quality Assurance Interview has been scheduled for this module, with Mitka, Vanousek, and Alachiotis assigned to it.
- b. Information Theory and Statistics will also undergo a Quality Assurance Interview, which will be conducted by Langerak and Floor.
- c. Pervasive Computing will get a Quality Assurance Interview. This is assigned to Sperotto and Jelle van den Wijngaard.
- d. There are no comments on the CEEP report for Intelligent Interaction Design (IID).
- e. Jelle van den Wijngaard reports on the Quality Assurance Interview for DS & AI.
 - I. the module was well received by students.
 - II. The workload for the module team was quite high as they had to do another module on top of DS and AI.
 - III. The overall review of the module's performance by the team was positive.
- f. Mitka reports on Quality Assurance Interview for Interactive Theorem Proving.
 - a. The overall grade was slightly lower than the previous year. Teacher Lammich attributes this to two students who expressed dissatisfaction and lodged complaints with the master course committee.
 - b. Some comments were received regarding the practice exam not aligning with the actual exam. Lammich is aware of this issue and plans to address it for the next year.
 - c. The Q&A sessions were conducted online due to the 20% policy, resulting in low attendance. Lammich expressed a preference for in-person Q&A sessions in the upcoming year.
 - d. The course received highly positive feedback for its "warm-ups" approach, which involved revisiting the previous lecture by providing and solving an example. However, there are concerns that this approach may have consumed too much lecture time, potentially leading to a negative impact.
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7. Remain member of the PC as a student member

- a. Jelle van den Wijngaard will be last present for the PC CS meeting in July.
- b. Floor will also be last present for the PC CS meeting in July.
- c. Mitka and Vanousek will both be present for the upcoming year.
- d. There is a requirement to fill two vacancies, one for a bachelor student and one for a master student.
- e. Due to Floor's departure, a new Vice Chairman needs to be appointed.
- f. Kościółek, a bachelor's student and a minute maker, has expressed interest in potentially joining the program committee.
- g. The current student members have been assigned the task of creating an advertisement to be posted on the master canvas page, informing about the open vacancy.

8. A.O.B / Questions and Conclusion

Minutes PC - CS meeting nr. 178

- a. Floor will not be present for the meeting on the 13th of June.
- b. Zaytsev will also not be present for the meeting on the 13th of June.
- c. Zaytsev asks the programme committee to provide him input if any on the Programme Development Plan.

Action points PC CS meeting 178

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	April 2023
622	November 2022	173	Discuss with Zaytsev the recommendation to upload lecture notes before the lecture	Floor	April 2023
632	February 2023	175	Prepare written report about New Year's event outcomes	Zaytsev	
634	April 2023	177	Gather ideas on how to improve module evaluation	Everyone	
635	April 2023	177	Investigation of the possibility of publication SEQ results for elective	Zaytsev	
636	May 2023	178	Report about progress in module board pertaining the canvas template	Meijerink	June 2023
637	May 2023	178	Carry out quality assurance interview for Discrete Structures & Efficient Algorithms	Alachiotis/ Vanousek/Mitka	June 2023
638	May 2023	178	Carry out quality assurance interview for Information Theory and Statistics	Langerak/ Floor	June 2023
639	May 2023	178	Carry out quality assurance interview for Pervasive Computing	Sperotto/ van den Wijngaard	
640	May 2023	178	Write text for an announcement about the vacancy available in the Programme Committee which is to be posted on the respective Canvas	Floor/ van den Wijngaard/ Vanousek/Mitka	
641	May 2023	178	Explain/ send document pertaining University policy on AI generative tools and their use in education	Zaytsev	June 2023
642	May 2023	178	Present potential points about the Program Development Plan	Zaytsev	June 2023