

Agenda for the meeting of the Programme Committee ME/VU

Date : **Wednesday September 21, 2022**

Time : **12:30 – 13:45 hour**

Room : HORST Z.109

1. Opening + Introduction: 12.37

2. Announcements

- a. During the next meeting, there will be a semester evaluation with the OLC
- b. The second meeting of the PC is organized on 19/10 during the Fall Holiday. There is a need to re-arrange the meeting so that all members can participate. For example, Lisa is not available to attend this meeting. Matthijn will ask Simone to reschedule the meeting. The meeting was re-arranged for 26/10
- c. In the Teams environment, Matthijn uploaded some documents about the Training of the PC. There is an option to participate in the training individually or as a group. All members agree that all members will participate in the training as a group

Questions of the members: “Is it possible to conduct the training offline?” / “Is there a possibility for the PC to have special training to participate as a whole team?”

There is a possibility for both. Simone will be asked to arrange this.

Question from the student members: “Are there any first-year students that could become members of the OLC to represent the group of Bachelor first-year students? Do teachers have any tips on that?”

Members will provide suggestions about the topic

A. Minutes meeting 8-6

- Points 1, 2 & 3 have been completed and can be removed
- One remark is that there is not a name mentioned for action point 4) *Make corrections on the EERs after checking the minutes.* Members agree that they did not hear back about how the feedback was processed. Most members did not check the final version of the EERs. It remains.

B. Course evaluation Q3

An evaluation of the third module took place. On average there was a 10% response rate (there is a low response rate in general for modules 3 & 4)

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The courses scored an average of 3.6

Evaluation results by course, in detail:

- *Modeling and Programming*: average of 3.8. The main issue for that course was that students could not prepare well.
- *LCA*: average of 3.3. The main complaints were about the exam. Similar complaints were made in previous evaluations of the course. The format of the exam did not allow students to have a review.
- *Material Science II*: average 3.5. Students liked the practicals. Last year students did not enjoy them because they had to attend them online and considered them unnecessary work. Other student members also express the same issue and that they could not understand what they had to do. There were also complaints about the exam preparation and the fact that in the exam there was material that was not mentioned during the course.
- *Thermodynamics*: average 3.7. The lectures were not efficient enough. The wooclap activity was a waste of time. Genie responded that there will be a time constraint regarding the questions.
- *Calculus II*: Scored the highest with an average of 4.0. The attendance for lectures, self-supervised sessions, and tutorials was low (40% attendance rate).

Evaluation of Module 11:

- *Academic Research and Skills Bachelor Assignment*: Received a score of 3.9. There were no open comments
- *Into Finite Elements Method*: Scored a 3.4. Students were negative about the feedback from the teacher. Students did not like that there were no tutorials. Students deemed the emphasis on the mathematical background e.g. *explanations of equations* unnecessary. The project had an average of 3.3. Students expressed that the exam was hard
- *Design for Production and Inventory Systems*: Score of 3.8. Not something remarkable

C. Training OLC

- Members agreed that they will participate in the training as a group
- Matthijn with the help of Simone will arrange the training
- (more in the announcements)

D. Input for additional topics we can address this year

Similarly to last year some of the main topics of discussion during the PC meetings involved the level of the Bachelor assignment and the actuality of the program (if it is up-to-date). Input for all the members is welcome for this academic year.

Some ideas that the members had:

- Discussion about doing an internship or minor with a student team

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- Evaluation of what both the students and teachers think about the Master's assignment
- Update about continuous assessment of the UT/VU program.
- The need of introducing Python or programming courses in the curriculum – OR replace Matlab with Python?
 - Python provides visualization capabilities by downloading packages and toolkits.
 - Consideration of the consequences of integrating Python
 - Investigating other study programs have integrated Python in the course of study
- Investigating the assessment load
- Investigation about the integration of teachers of different backgrounds

E. Any other business

Looking for a student assessor who will be a representative student of the whole ET department. The student assessor is the representative of the whole ET department and is present in the meetings with the faculty.

The vacancy has already been announced. It is useful to promote this vacancy as some ME student might be interested in the role

F. Closing 13.24

	Action: (Agenda point)	Introduced on:	To be completed on:	To be completed by:
1	Change the date of the October meeting so that Lisa can participate	21/09		Matthijn
2	Ask Simone to plan the training for the PC as a group	21/09		Matthijn
3	Provide suggestions about increasing the representativeness of first-year students at the OLC	21/09		All members
4	Check how the feedback provided on the EERs was processed. (Lisa can provide information on that)	08/06		Matthijn
5	Provide ideas about additional topics for the academic year	21/09		All members

G. Closing: 13.40