

Agenda for the meeting of the Programme Committee ME/VU

Date: **Wednesday October 18, 2023**

Time : **8:45 – 10:30 hour**

Room : Z203

Present: M. Abdul Rasheed, G. Stoffels, M. de Rooij, E. Hekman, T. Mes, M. ter Horst, N. Wiering, C. de Geuß, M. Toxepeus, M. van Donkersgoed, B. de Gooijer-Hoebe (online), M. Rijkeboer (online), T. Sannes (online), L. Gommer, S. Yang, T. Wassenberg

1. Opening + Introduction

The meeting was opened at 08:51.

2. Announcements

- Matthijn introduced Tristan, a ME-VU student. He is thinking of joining the PC and will therefore join this meeting.
- The year plan has been updated and can be found in the Teams environment.
- An extra meeting has been planned in May. Since the EER is being split in 2 meetings.
- Matthijn enquired if the meetings should start later to give a possibility to the VU members to also join in person. This was deemed a good idea and thus the next meetings will start at 10:45. **AP Matthijn**
 - Boukje mentioned that she can only be there in person if she does not have to take care of her child.
- Charlotte mentioned that she must leave early, and Matthijn mentioned that the meeting must end at 10:30 since he has to teach then.

3. Minutes September 17, 2023

- Edsko was curious as to how the turnout for the evaluation of “Project Fluids Engineering” was so high and if this should be investigated so other subject can also get higher turnout rates. **AP ?**
- Edsko asked if teacher were allowed to switch from MatLab to Python. This was however not clear yet and Mark, Lisa and Genie will discuss this soon.
- Genie asked if next minutes could include page numbers.

Action Points

1. This is a continuous action point, so it will stay.
2. Matthijn will ask Simone.
3. If Tristan wants to join the PC, this point can be removed.
4. This was done so it can be removed.
5. Matthijn wanted to know why this needed to be done. Tox mentioned that this was to align and understand the regulation and rules of both committees.
6. Matthijs mentioned that this will take some time to realize¹.

¹ Note: the AP numbers correspond to the action points of previous meeting.

4. BSA 2022 / 2023 (Genie)

Numbers and percentages year 2022-2023

- Enrolled students: **276**
 - Positive BSA: **144** (52%)²
 - Postponed BSA: **11** (4%)
 - Students that can stay: **156** (56%)
 - Negative BSA: **61** (22%)
 - Dropout before February: **58** (21%)
- These numbers are for the UT. Since the numbers for the VU are unknown.
 - The number of students that can stay is lower than last year.
 - Tox asked if it is possible to track where students go after quitting ME. Genie explained that is maybe possible if they stay at the UT. Otherwise it is impossible to find out.
 - A discussion ensued about the correlation between different characteristics and the dropout/negative BSA rates (e.g., gender, nationality, and high school grades). If a correlation is found the factors causing this should be investigated.

5. First impression new students and matching procedure (Genie)

Numbers and percentages year 2023-2024

- Enrolled students: **239**
 - Women: **29** (12%)
 - Dutch: **136** (57%)
 - Dropout: **10** (4%)³
- The ratio Dutch/International is different from last years, since used to be 50/50. Lisa mentioned that this may have had to do with the ongoing discussion of internationalisation in the Netherlands.
 - Genie mentioned that from the students who have already dropped out, 1 is international.
 - Though the effect of the matching can not be measured yet, it did have a positive effect:
 - Lisa mentioned that the students now already know her, Mark, and the study advisors.
 - Tox mentioned that, to him, it feels like the project groups are more relaxed than last years.
 - Genie mentioned that she and the study advisors get less questions than last years.
 - It was also mentioned however that it is not certain that this is an effect of the matching. More has been done to better prepare students for they study (e.g., an updated Q&A on the website).

6. Evaluation VU Semester 2 (Mark, Jurnan)

Subject Evaluation

- Calculus: **4.4**
 - Project: **2.5**
 - Renewable Energy Technology: **4.8**
 - Design Engineering: **4.4**
- In general, the semester was well received, except for the project. Last year the project got a 4.0. Mark mentioned that the main problem was the communication and organization of the project and not the subject. Tristan confirmed this.
 - Mark mentioned that Jurnan send out mails to students to get feedback, and that they will have a meeting with the coordinators the discuss what went wrong.

² The number of students with a positive BSA after the resits (August).

³ The dropout so far, so students who dropped out in September.

7. Specialisation Smart Sustainable Industry (Lisa, Shun)

- S. Yang (Shun) gave a presentation about the new ME master specialisation Smart Sustainable Industry (SSI).⁴
- Lisa thought the overlap with SET was bigger than mentioned in the slide, since Systems Integration was specially made for SET. She will set up a meeting with Shun to fix this. **AP Lisa** Probably by making it an elective for SSI instead of a core course.
- Shun explained that the 4 clusters are there to give a guideline for students to choose courses and that they are not fixed packages.
- Some concern was raised about the number of courses in module 1A. 5 courses of 5EC each was deemed too much. This would mean that it would be impossible to do module 1A for a few of the clusters. The clusters are made in such a way that they cannot be completed chronologically.
- The master track will start in February 2024, meaning that next master open days SSI will also be present.

8. Minor internship (Marike)

- Matthijn and Lisa explained that last year a pilot started at ME-VU to give bachelor student the option to do an internship during the minor. Only 3 people participated in this pilot.
- Lisa explained that Marike wants to do this again this year, but with 15 students (combined UT&VU). This raised questions about if more people signed up, how the students would be chosen. Boukje mentioned that this would be up to the companies and students should thus choose a back-up minor.
- Mark asked if it would be possible to do a 30EC internship, however everyone agreed that this is not optimal. Since the master internship is also 15EC and a 30EC internship would require a lot of work for the staff.
- Edsko mentioned that he is not a fan of the internship during the bachelor since you also do it during your masters. He also asked if this would introduce new learning objectives. Lisa explained that this was not the case since it is part of the minor.
- Lisa explained that the difference between the minor internship and the bachelor assignment internship is that for the minor the assignment is done with the company. Whilst with the bachelor assignment you do it with the department.
- Boukje explained that the people who are in contact with the companies are also the supervisors.

9. Adaptions premaster programme (Mark)

- Due to time restraint this was moved to next meeting. **AP Matthijn**

10. Any other business

- Tox mentioned that it is not clear to students where in the Horst the printers for students are located. And that maybe this should be communicated to Facility Management.
- Lisa mentioned that even though currently the Netherlands is reviewing its international policy (returning studies to Dutch), she is quite confident that we will get an exception and thus should not be afraid. Although she stressed that she cannot make any hard promises.
- Lisa also mentioned that there will be some new minors:
 - Roller coaster Engineering by Jurnan Schilder.
 - Experimental Mechanics by Nick Hoksbergen.
 - Maybe a minor on AI.

11. Closure

The meeting was closed at 10:27.

⁴ The presentation should be available in Teams.

	Action: (Agenda point)	Introduced on:	Status	To be completed by:
1	Encourage student participation in the course evaluations (establishing a particular day and providing lunch while students fill in the evaluation questionnaires)	23/11	Remains - Revised	Evaluation Committee + PC Members
2	Ask Simone to upload the minutes on the UT PC- website	29/03	Pending	Matthijn
3	Find VU student member	03/05	Pending	Boukje
4	Plan meeting with Examination board	13/09	Pending	Matthijn
5	Plan meeting with chairmen PC ME/SET/IDE/CE	13/09	Pending	Matthijn
6	Reschedule next meetings to start at 10:45	18/10	Pending	Matthijn
7	Upload Shuns presentation to Teams	18/10	Pending	Matthijn
8	Add adaptations premaster programme to agenda next meeting	18/10	Pending	Matthijn
9	Set up meeting with Shun to fix overlap SSI&SET	18/10	Pending	Lisa
10	Investigate how the evaluation turnup for "Project Fluids Engineering" was so high	18/10	Pending	???