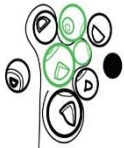


# UNIVERSITY OF TWENTE.

MECHANICAL ENGINEERING (ME/VU)

SUSTAINABILITY ENGINEERING TECHNOLOGY (SET)

## Minutes Program Committee ME/VU - SET



Date : **Wednesday May 13, 2020**

Time : **08:45 – 10:30 hour**

Room : **Home office**

### Present:

Chairman:

PC-members:

Permanent guests:

Evaluation committee

Minute maker:

Guests

Absent:

M.B. de Rooij

B.R. van Eijk (absent), F. Krekt, H. Steenstra, I.T. van der Veen, M. Shahi, A.H. Vuuregge, S. Wilcox, M.E. Toxopeus, E.E.G. Hekman, J. van Asselt, M.I. Abdul Rasheed, E.T.A van der Weide.

E.M. Gommer, A.F. Heutink (absent), G.G.M. Stoffels, J.B.W. Kok (absent)

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P.K. Ravilla Subramanyam

M.J.B. Duyvestijn, N. Lammerts van Bueren (absent), P.C. Roos

<mentioned above>

### 1. **Opening + Introduction**

The chairman opens the online meeting at 08.45.

### 2. **Minutes last meeting April 1, 2020**

#### **Minutes Faculty Council (no new minutes available)**



Page 1: E.T.A van der Weide name is missing from PC member list. Few of the names mentioned under Guests to be removed. The names are as follows: J.G. de Kiewit, H. Eidhof, R.W. Kolkman, H.J.M. Geijselaers, B.G.F. Pol. A.H. Vuuregge, S. Wilcox was not present in the last meeting.

Page 2: no remarks

Page 3: no remarks

Page 4: no remarks

#### *Action points:*

1: stays

103: stays

111: stays, 1<sup>st</sup> of September it will split.

120: Postpone it for after corona. E.M. Gommer/MB Rooij discuss with Chantal. Change to: agenda discussion with Chantal about quality of oral exams.

126: AC MB de Rooij: contact Gerrit Swier.

127: can be removed

129: stays, M.J.B. Duyvestijn will work on it.

133: stays, N. Lammerts van Bueren was not present.

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## 3. Announcements

- i. M.I.Abdul Rasheed will be joining as Program Committee.

**AC: Rooij has to inform Dean/ Secretary of Dean regarding the new member to PC.**

- ii. IP statements will not be added to EER.
- iii. Multidisciplinary Master track document is added in sharepoint. Panel members currently have little idea regarding the statement of document.

**AC: Rooij has to contact Ton Bor to specify the effective of Master program and to which Examination board to be considered.**

## 4. Green Light meeting in EER (annex)

M.J.B. Duyvestijn explains the outcome of the meeting held on 15<sup>th</sup> Jan 2020. There are presently three different forms of green light meetings such as Formal way when the thesis report is almost ready, Formal way when research/design is good enough, and an Informal way with back and forth meeting of student and supervisor regarding the planning. Duyvestijn asks for a recommendation to have an official uniform green light meeting for ME students.

Toxopus shares his thoughts that it should be flexible to the student department to organize and maybe there should be a document to track the results of green light. However, such a situation will be dependent on specific cases and occurs rarely due to the uncertainty of student or new supervisor clarifies Duyvestijn.

Panel members agree not to standardize the way of working between the departments. However, Krekt and Weide point out that it happens a few times and believes not to consider it now. Rooij concludes that it is not favorable of implementing formal meetings in EER and suggests that the new lecturers should be made aware of the importance of the Green light meeting.

**AC: Rooij has to contact Santal, the Educational support officer for ME to update the information in UTQ.**

M.J.B. Duyvestijn leaves the meeting at 09:43

## 5. General EER

Panel members highlight the EER documents being in Dutch and may lead to confusion in translation. And agrees to the fact that it is a legal document, and nothing can be modified.

P.C. Roos mentions that the Grading system will be changed in the following academic year.

## 6. Evaluation

### i. Reports (discussion)

Evaluation committee was not present and few of the reports were discussed.

**Report Semester 1 ME-VU**

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## *Semester 1: Manufacturing*

Roos mentions that overall it is satisfactory for the program but Statics with a success rate of 24% on the first attempt should be considered and is better than earlier. Following to Mechanics of Materials, Roos mentions J.P. Schilder's efforts to get a better score and thinks it will be improved. The Panel also agree the same.

Weide highlights the lower score of 1.5, 1.8, and 1.78 for structure of lecture is good, Due to the lectures the learning material became more clear and The use of the blackboard/sheets was good respectively, can be improved and Roos agrees to the point.

Panel member highlights the missing of response from the Teacher in the Evaluation report and also mentions the less response rate from students.

Sarah Wilcox mentions that most of the students are disappointed in Statics but in general everyone is happy about the other courses.

## **Masters**

### *Tribiology:*

I.T. van der Veen mentions that it needs some improvement. However, compliments that the course has been improved compared to earlier.

E.M. Gommer joins the meeting at 10:11

### *Manufacturing Facility Design:*

**Toxopos** highlights the finding of the same comments from last year. Gommer undertook to contact the teachers considering the evaluation response points.

**AC: E.M. Gommer has to contact Hoekstra regarding the Evaluation response comments.**

## **ii. Digital education proposal**

Stoffels clarifies that the report is a response from Master students only and Bachelor students' response was received very recently, and the evaluation committee could not make the report.

Very less response rate 23% is observed from 98 students from sent an online questionnaire to 426 students.

Gommer mentions the Bachelor students' appreciation for the possibility to watch recorded video after the class and the interactive breakout rooms. However, students found hard with different types of assessments within one module. Students liked the planning of the schedule.

The Panel concludes that digital education is performing well and will improve in the coming days with some preventive measures in case of fraud and interaction with students.

Gommer proposes to put on Agenda for the next meeting to discuss new educational setup starting from September.

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## 7. Master Renewal

Gommer explains that as a chairman of PC, Rooij has to approve the new curriculum of the master courses. Shifting of a few master courses over quartiles as discussed by Gommer in the last meeting to be addressed formally. Gommer suggested informing the students with the new planning and point of contact in case of discrepancy.

**AC: Rooij has to send a formal email with the approval of the same.**

## 8. Any other business

**Toxopos** discussed not to consider the new applicants for the intake of September, in the view of current Corona crisis. Gommer clarifies that it may be already discussed, and it depends on the university decision. However, Panel considers sending an advice letter to the concerned committee regarding the same.

## 9. Closure

The meeting is closed at 10:47.

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	<b>Action: (Agenda point)</b>	<b>Introduced on:</b>	<b>To be completed on:</b>	<b>To be completed by:</b>
1	Let the evaluation committee discuss the course evaluations (in response to PC-377)	01-11-2001		
103	Talk to the teacher about Manufacturing facility design	03-04-2019		E.M. Gommer
111	Add agenda topic 'delays in master due to internship' when annex is finished	08-05-2019		BOZ, J Kok
120	Discussion with C. Scholten about quality of oral exams in the first year.	16-10-2019		E.M. Gommer
126	Contact G. Swier about alternative ways for digital (math) exams and prepare an update for next meeting.	04-12-2019		M. de Rooij
129	Communicate with the teachers regarding factors that cause delay, student experiences	15-01-2020		M. Duyvestijn
131	Get statistics on grades and correlation, regarding the entry requirements.	04-01-2020		E.M. Gommer
132	Upload/send around template for declaration	04-01-2020		E.M. Gommer
133	Gather 5/6 students, spread from bachelor and master students, for opinion about educational activities in Corona times.	04-01-2020		N. Lammerts van Bueren.
134	Inform Dean or Secretary of Dean regarding the appointment of M.I. Abdul Rasheed as PC member	13-05-2020		M.B. de Rooij
135	Contact Ton Bor to specify the effective of multidisciplinary Master program	13-05-2020		M.B. de Rooij
136	Contact Hoekstra regarding the Evaluation response comments on Manufacturing Facility Design course	13-05-2020		E.M. Gommer
137	Send a formal email with the approval for shifting a few master courses as discussed by Gommer	13-05-2020		M.B. de Rooij