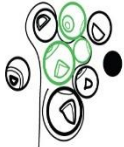


Minutes of the meeting of the Programme Committee ME/VU



Date : **Wednesday 16, 2022**

Time : **08:45 – 10:30 hour**

Room : **Home office**

Present:

Chairman:

PC-members:

M.B. de Rooij

B.R. van Eijk, H. Steenstra , I.T. van der Veen, M. Shahi, A.H. Vuuregge (replaced by Boukje de Gooijer - present), S. Wilcox, M.E. Toxopeus, E.E.G. Hekman, J. van Asselt, M.I. Abdul Rasheed, T. Tankink, P.C. Roos (absent), C.L.B. Geuß, M.T. Khan, A. Adi (?), T. Wassenberg (absent), R. Schoorlemmer , Askes Harm (new member - present)

Permanent guests:

E.M. Gommer, A.F. Heutink, G.G.M. Stoffels.

Evaluation committee

Minute taker:

S. de Groot (absent), MI Abdul Rasheed

Guests

Absent:

<mentioned above>

1. Opening + Introduction

The chair opens the meeting at 8:45.

- Boukje de Gooijer replaces A.H. Vuuregge as a representative of VU programme
- Prof. dr. ir. Harm Askes from Computational Mechanics of Multiscale Materials (ET-UT) joins as a new member of PC-ME.

2. Course Evaluation (Q1)

In general the evaluations of courses in Q1 were positive.

Note: Since the meeting was neither recorded nor a minute maker was present taking minutes, there are not much comments in this section.

2.a. General Discussion

- Open positions in PC-ME: first or second year BSc students are required. Ilse van der Veen could be notified if members know interested students.
- 3 open positions to represent UT programme
- 1 open position to represent VU programme

3. Minutes meeting 13-01

Page1: no information available, see note in section 2.

Page 2: Edsko H. commented on the status mentioned in the minutes regarding the replacement of MATLAB with python.

Lisa: The minutes should reflect that everybody agreed to investigate the replacement of MATLAB by Python for the ME program and there was no decision taken yet.

Page 3: no remarks

Page 4: no remarks

Tox: Students who have left PC-ME, are we removing them from Teams environment.

To-do:

Matthijn will ask Simone to prune the list of members in the Teams list.

Action points:

1: stays

151: stays

Adelien will talk about it with the evaluation committee again. She will have a meeting soon.

Matthijn: In future Boz should have a list of recipients to direct the evaluations to different committees. So that committees can use this information for overlapping courses.

156: stays. Soon an physical meeting will be arranged.

159: Can be removed. Lisa got the information requested.

4. Minor: Humanitarian Engineering

Lisa: Interesting minor for technical students. It could also be a test for a new master course.

We should also have a variety of technical minors along with the existing minors.

Ideas for new minors are welcome and can be proposed to Lisa.

Tox: We should be careful not to have too many minors.

Involvement of companies, like sheltersuit could be helpful. The students can make a case study.

Askes: Title is good.

Edsko: Students should be made aware of the cultural and topological aspects. Alberto can be informed about this aspect.

Lisa: ITC is involved, there seems to be a plan to include such aspects.

Taha: Employability and integration of international students is a new minor being developed by Eureka and student council. Can mechanical engineering students take part in it?

Taha can send the proposal to Lisa and Genie. They will read and respond if it can be opened to ME students.

In general, positive response from the PCME on the minor.

Remarks to be sent to Alberto (by Matthijn):

- Students should be made aware of the cultural and topological aspects.
- Involvement of companies, like sheltersuit.

5. Change name and content Moulding Technology

Not a new course but change of name and content.

The letter could have been in English for PC-ME.

Tox: Will the students understand the name, since it seems to be quite technical? A generic title could attract many students.

Matthijn: Different opinions could exist among students.

Students opinion: Bram: The description will explain the content, hence name is not a problem.

In general, the response of PCME was positive.

Remarks to be sent to Ton (by Matthijn):

- Positive response. Just make sure if the name is not too technical.

6. **Evaluation digital/hybrid education**

Lisa: BSc assignment is going really well. We have more than required number of assignments along with a few company assignments.

Matthijn: Expectation management should be clear. BSc assignments are done by 3rd year students, so it cannot be on a high Engineering level yet. Hence, this could lead to damage of UT's reputation. So companies should be informed ahead in time.

Tox: IDE has not so good experience. Information flyers can be disseminated to companies. Contact Bjorn for ideas.

Boukje: Similar flyer already exists with a time plan. Boukje will communicate to Marieke that she has to communicate to company on expectation management.

Lisa: Companies can expect a direction for further analysis and not a solution per say. This is also true internally for PhD/other supervisors.

Sarah Wilcox, Lisa: companies generally tend to expect a lot from the assignments and cannot assess the workload.

Bram: There can also be delays due to holidays for the second part.

Lisa: However, most students finish on time.

Askes: How is the sense of community in hybrid learning situation? What should we learn from past?

Ilse: Community is a bit better this year with real introduction week. Current first years are a lot less involved in student life since they are studying from home. Teachers notice this in attendance numbers in lectures and tutorials.

Lisa: From the email responses from students, and evaluation meetings; one staff member will try to repair the cohorts in terms of study and social attachment. An initiative with Newton is being set up to improve social cohesion.

Askes: Students don't know what they are missing out on.

Final Remark:

Lisa: Students can always come to them (programme coordinators office) to get support and ideas to deal with the hybrid system.

7. **Any other business**

Matthijn: Abas will be added to Teams.

8. **Subjects next meeting**

Please check the year plan for the topics to be discussed.

Actuality subcommittee: Marketing department is doing a study by calling companies and is making a more elaborate study ET wide. Hence, this subcommittee can be dissolved.

Sarah Wilcox: For physical meetings, the travel time from Amsterdam could be considered when setting the time of the meeting.

A hybrid meeting will be set next time. 4th of may meeting will be shifted to a week earlier due to holidays.

9. Closure

The chair closes the meeting at 10:16.

S.No.	<i>Action: (Agenda point)</i>	<i>Introduced on:</i>	<i>To be completed on:</i>	<i>To be completed by:</i>
1	Let the evaluation committee discuss the course evaluations (in response to PC-377)	01-11-2001		
151	Course evaluation sharing with committees	27-10-2021		A.F. Heutink
156	Plan a physical lunch meeting with the Program Committee including VU	27-10-2021		M.B. de Rooij
159	Send socializing activity for students	13-01-2021		A.H. Vuuregge