

UNIVERSITY OF TWENTE.

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Date: 27-02-2019

Present:

Chairman:

Dr.ir. H.J.M. Geijselaers

PC-members:

dr.ir. E.T.A. van der Weide, Dr. M. Shahi, I.T. van der Veen, F. Krekt,
B.R. van Eijk, N. van de Werf, M.P.A. van Bergen

10 Permanent guests:

Dr. G.G.M. Stoffels, Drs. L. Gommer, Dr. ir. J.B.W. Kok, S. Buse,

Minute maker:

T.D. van der Molen

Absent:

dr.ir. M.B. de Rooij, Ir. M.E. Toxopeus, ir. E.E.G. Hekman,
K. G. M. Braakhuis

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1. Opening

The chairman opens the meeting at 08:46

20 **2. UT/VU update by P. Roos**

Currently there are 80 unweighted new students and 41 weighted students registered. There are 21 unique new students from the Netherlands. Weighted meaning that the number is adapted for the different bachelors the student is enrolled in. It would be nice to see more Dutch students, but the ratio is otherwise fine.

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Planning of the first two semesters is nearly finished, the detailing is now at the week and per day level. We are moving from design teams to teacher teams. From the VU side we are still looking for names for teachers, this is a point of attention. There was an imbalance in learning goals, in an attempt to fix this we are looking at finding some EC's in the 4th semester to maintain the same learning outcomes. Precision and Control has been swapped with thermal and fluid engineering, since this fits better in the programme content wise.

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The Osiris structure will be done per semester, and the UT Osiris will be used. The BOZ of the UT will be responsible for this Osiris structure. The exam organization will be done by the VU and also according to the standards of the VU. This means that teachers will need to submit exams 6 working days in advance. Also exams at the VU are 2.45 hours long not 3.

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Asked if the UT exam could be changed to last 2.45 hours, de programme director replies that we would have to then change a lot of things since some other programmes also take ME exams and things are shared. We also would like to keep the exams the same to avoid difference between locations. A suggestion is to book two times slots at the VU and have exams last 3 hours, but P. Roos thinks this is not realistic.

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If the tests will be the same for UT and VU, it could be a way to solve the time issue. But, if the tests are the same they should be given at the same time which can be difficult.

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This is something to think about and give your opinion on.

Soon there will be a faculty update and a faculty presentation at the VU to give a better introduction of the curriculum. In April there will be a tutor training for VU teachers at the UT. The chairman likes this flow of information.

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The teaching staff for the first semester for the UT side is complete, but for the VU side they still have to meet.

For the first quartile the lectures will be given in the 'Waaier' for both UT and VU students, but tutorials will be separate.

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The exam committee has more or less approved the learning goals and evaluations.

P. Roos leaves the meeting at 09:04

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3. Minutes PC meeting 09-01-2019

The minutes have already been changed but that version has not been spread around due to some miscommunication at the BOZ. Therefore most of the problems with the minutes will not be addressed.

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35: there is no conclusion on who is going to do it. J. Kok was not contacted. It is concluded that this should be fixed by the evaluation committee but they don't get the action points from this meeting. **AP (B. Geijselaers) Send the action points to the evaluation committee**

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106: should be "M. van Bergen"

Action points

95: done, B. Geijselaers will talk to Joep about this

96: done, R. Loendersloot will drop statics for ID. It is not decided yet who will take over.

97: done, it is on SharePoint

98: G. Stoffels says she will change the names if the new members decide to stay.

99: done

41: not done, L. van Dijk was supposed to do that. S. Buse will ask him about it.

1: ongoing

69: not done

78: L. Gommer is talking to him about that but not on that specific point.

The programme director mentions that she has made an appointment with the different teachers regarding the evaluation of Six Sigma Green Belt, the project and tutors of last year and the multiple choice exams.

4. Announcements

The programme director is going to an educational conference with the dynamics teacher and can take two students. These students have to write a motivational letter to be part of the contest, they have to be bachelor students. S. Buse and L. Gommer are going to set this up, could the other members of the PC spread this around?

5. Education

Increasing student numbers

The programme director gives a short overview of the current situation with increasing student numbers and facilities.

Looking at the numbers there isn't really a large increase. But Eindhoven has a numerus fixus for one year, so students need to enrol before 15th January if they want to go to Eindhoven. It is unknown what the effect of this will be for the UT, it doesn't seem like there will be 300 people. We expect it will be more or less equal to last year.

There are plans to build new facilities which will be planned to be ready for 2020. They made a claim for this ground and a two story facilities. There will also be a temporary solution.

However the problem is that it will not be ready on September 1st, it will probably be ready in August the year after. Therefore, there needs to be a Plan B scenario. And, what if the facilities are still not ready after August? The programme director explains that it has been delayed from September to August the year after and that they plan this to be ready then.

A discussion follows on whether the facilities will be ready on time, and what measures could be taken in case they are not.

The conclusion is that the programme director will talk to N. Spikker and figure it out.

She is also talking to module teams, about what they would need if there was a large amount of students.

125 For the second year modules, there already will be a larger amount of students.
Lecture hall size could also be a problem. It might be necessary to give the same lecture twice, in order to accommodate all students. Teaching the same lecture twice will increase teacher workload. But it might be necessary, since the decision was made to preserve the small scale education. Thus we should be finding resources to make this happen.

0/15 rule

130 The programme director informs the committee that the rector has cancelled the 0/15 rule, but has not given any direction on how to implement this. Students are now supposed to receive separate EC's for what used to be courses. She asks the PC for suggestions on how to do this, without allowing people to skip courses and not contribute to projects.

A discussion follows in which the following options are presented including their downside:

- 135 - Only give EC's for related courses or make every module one course (which would mean 0/15 EC per module)
- Ask permission to get EC's for every course that is in a module of which a student failed a course (this would generate a lot of workload)
140 - Have people fail the project if they get answers wrong on their project exam about the content that is in the courses (they have the legal right to a resit, so they would get a supplement)

No option is selected to be a solution to the problem. The programme director asks for input by e-mail. She will present a solution to the problem next PC meeting.

145 **AP (B. Geijselaers) Put the presentation about L. Gommer's solution for the 0/15 EC implementation on the next agenda**

Test incidents Q1

150 During the Christmas break there was an incident in which a teacher changed a resit which made the exam harder and also contained errors. The pass rate was very low and students were panicked. The grading was adapted to give people higher grades and the promise was made that if people failed their BSA because of this they would be given the option for an oral exam to repair this.

155 In the master there was an exam where students felt they were assessed unfairly. This was because they were only allowed to do the exam if the teacher felt like they had participated well enough in the working lectures. Discussions were opened with the examination board and teachers to try and fix this.

160 The programme director comments that this is happening more and more, maybe due to a lot of new and foreign teachers. She would like to have a stronger introduction for new teachers. There are still issues, despite UTQ (which some haven't finished).
Adding mentors to new teachers didn't work before. Having student assistants test the exams is a good way to assess the difficulty. It might be a good idea to make the mentor role more formal. This could increase the workload, but will save more time by not having to deal with these problems.
165

The conclusion is that the programme director will make the mentor role more formal, have more testing of exams by student assistants and inform new teachers better about the BSA etc. **AP (L. Gommer)**
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Proposed change in content Mechanics of Materials and Dynamics 2

175 The line "Currently the calculation of the second area moment of inertia is tested in the exam while nowadays many online programs are available to do this for you" is the cause of some disagreement.

A discussion follows about the second area moment of inertia and whether it should be tested in the exam and how it should be tested. The conclusion is that there is a concern about the reasoning behind changing the need to calculate the second area moment of inertia and that

180 we should find a way to assess this without it being in the exam. Since buckling is treated in a
very mathematical way it could be hard for first year students to understand.
However, it is mentioned that because students have the required mathematics in the same
year it should be easier since the maths skills are fresher.

185 Approval is given to the proposal taking the remark about the second area moment of inertia
into account.

6. UT / VU

190 There is a proposal about the examination board and PC for ME with regards to the VU
bachelor. The proposal is to add two teachers and a representative of the VU students to the
PC. Remarks:

195 It would be impractical to have a student member from the VU coming here for PC meetings.
But, it doesn't have to be a student, it has to be a representative of the students so it could be
a teacher from here. It might be impossible to find a student from the VU before the 1st of
September for the PC.

Also, the PC is already struggling to get through the agenda in one meeting as it is. But a
separate PC for the UT / VU programme is not an option. The alternative is separate boards
for the bachelor and master.

200 The conclusion is that the proposal is good in principle, but that it will not work in practice due
to traveling times, the fact that there is no student from the VU available and that the current
PC already has too big of an agenda.

AP (B. Geijselaers) make a proposal for splitting the master and bachelor PCs

205 **7. Improvement plan**

The programme director explains that she has to submit an improvement plan every year,
which is to be approved by the faculty management and the PC. The plan this year contains
the following: internationalization, master renewal, flexibility of the master, dealing with larger
student numbers in the bachelor, working out new time tables and facilities, alignment of the
210 UT and VU bachelor and checking if the VU bachelor is not having a negative effect on the
quality of education at the UT.

It seems contradictory that we are trying to stop internationalization at 30%, but are also
doing a project on internationalization. It is explained that the project is about the quality and
integration of international students.

215 Agreement is given to the plan.

8. Future proof ME programme

220 *No time was left to discuss this point*

9. Any other business

J. Kok would like to talk about delays in the master due to internships, he has an idea on how
they could be done better. **AP: add to agenda**

225 B. Geijselaers will go to the Eureka meeting.

10. Closure

The chairman closes the meeting at 10:38

<i>Action points</i>				
	Action: (Agenda point)	Introduced on:	To be completed on:	To be completed by:
41	Ask for FR minutes from FR	08-06-2016		BOZ
1	Door evaluatiecommissie de vakevaluaties laten bespreken (n.a.v. OLC-377)	01-11-2001		
69	Talk to Joyce about rewriting the evaluation manual (3)	07-02-2018		Evaluation committee
78	Talk to Prof. Schippers about improving the tribology course which has had the same recommendations for the last few years	14-03-2018		L. Gommer
94	Send an email to David about involving the PC in the group working on the issue of rooms and space.	28-11-2018		L. Gommer
100	Send action points to evaluation committee	27-02-2019		B. Geijselaers
101	Implementing conclusions regarding test incidents	27-02-2019		L. Gommer
102	Write proposal regarding splitting the bachelor and master PC	27-02-2019		B. Geijselaers