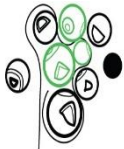


Minutes meeting of the Program Committee ME/VU



Date : **Wednesday October 21, 2020**

Time : **08:45 – 10:30 hour**

Room : **Home office**

Present:

Chairman:

PC-members:

M.B. de Rooij

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

Permanent guests:

E.M. Gommer, A.F. Heutink, G.G.M. Stoffels (absent)

Evaluation committee

S. Buse (absent), C.A. van der Veen (absent)

Minute maker:

S. de Groot

Guests

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

Absent:

<mentioned above>

1. Opening + Introduction

The chairman opens the online meeting at 8:45.

2. Announcements

The meeting of today will be shorter than normal.

3. Minutes last meeting September, 2020

(annex)

Page 1: permanent guests remove Jim Kok.

Page 2: no remarks

Page 3: no remarks

Page 4: no remarks

Page 5: no remarks

Action points:

1: stays

120: stays → E.M. Gommer needs to check if it is still relevant

131: stays

136: stays

138: can be removed

139: stays

141: can be removed



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MECHANICAL ENGINEERING (ME/VU)

4. Online education

This point is set on the agenda as an open discussion about the online education. And also to see if there are complaints from the students.

Students are worried what will happen if they miss an exam because they have Covid-19 or symptoms. Not yet a large number of students is missing exams, but it is getting more now. It is already a lot more than normally with sick students.

There might need to be thought about an extra opportunity at the end of the year or extra opportunity for reaching the BSA.

It is important to let the students know what will happen if they miss an exam because of Covid.

This is also the same for teachers/surveillance. Although exams take place on campus, it is important to make teachers aware to have a back-up when it changes last minute to an online exam.

This is also the case for arranging back-up surveillance in case of (last-minute) symptoms.

At the moment, most written exams are on campus, also for masters.

Most courses are online and so are most oral exams.

If on campus, master students behave really well. But unsupervised project hours for bachelor students is a problem with keeping the current Covid rules.

There are also some students feeling unsafe to come to campus for lectures.

It is important to notice that the exam committee can have questions/doubts about the online results and the quality of online exams/degrees in a year.

For online education, the quality may also decrease.

Some students perform much better since online education, which is important to keep an eye on.

5. BSc assignments

There is an assessment plan made on how to evaluate the quality of the Bachelors assignments. The Program Committee needs to check if they agree with this plan.

E.M. Gommer says that it is good to not only judge the quality, but also come up with concrete points for improvement of the assignment.

There is a discussion going on the goal of the Bachelors assignment. M.E. Toxopeus says it needs to be a good representation of the Bachelor, but that they also have to be prepared good for the Master.

E.M. Gommer says it is working with the whole cycle scientific research for the first time. And that it cannot be expected from the students to deliver a project that contributes to scientific research.

E.E.G. Hekman and E.T.A. van der Weide say it is hard for teachers to come up with an assignment topic, especially for research oriented assignments if you are working in designing.

The committee comes to the conclusion it is good to clarify the goal of the BSc assignment, and what to expect from the students and make guidelines for the teachers for the BSc assignments.

Agenda: discuss the goal of BSc assignment

E.M. Gommer says it will be good to involve Chantal Scholten to assist in this evaluation.

Part 1.b.5 of the document can be left out, because this is not the goal of this BSc evaluation.

Agenda: again discussion on this topic on agenda 13 January 2021

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MECHANICAL ENGINEERING (ME/VU)

6. Any other business

E.T.A. van Weide just received an e-mail from a student that has Corona and an exam on Monday. E.M. Gommer says that in principle that student has to do the resit and has to go to the study adviser. It is also allowed to arrange something for the student that he can make the exam online. This has to be simultaneously with the other students ofcourse. Or it can be in the form of an oral exam.

M.B. de Rooij addresses the courses for the new members of the Program Committee.

A.H. Vuuregge addresses she could not attend them. She will arrange a meeting for the new group members.

F. Krekt says it is hard to find new students for the Program Committee, because a lack of direct interaction due to Corona. M.E. Toxopeus and E.M. Gommer suggest some students from their project groups.

SET people are still in the e-mail group list and can be removed from this list.

M.I. Abdul Rasheed and E.S. Lammerts van Bueren need to be added to the list.

S. Wilcox: leaves the meeting at 9:57.

M.E. Toxopeus addresses that Fred van Houten passed away.

7. Subjects next meeting

Next meeting, the module topics will be discussed and the actuality of the program. M.B. de Rooij and I.T. van der Veen are going to prepare this.

8. Closure

The chairman closes the online meeting at 10:03.

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MECHANICAL ENGINEERING (ME/VU)

	Action: (Agenda point)	Introduced on:	To be completed on:	To be completed by:
1	Let the evaluation committee discuss the course evaluations (in response to PC-377)	01-11-2001		
120	Discussion with C. Scholten about quality of oral exams in the first year.	16-10-2019		E.M. Gommer
131	Get statistics on grades and correlation, regarding the entry requirements.	01-04-2020		A.F. Heutink
136	Contact Hoekstra regarding the Evaluation response comments on Manufacturing Facility Design course	13-05-2020		E.M. Gommer
139	Ask if oral exam is public (regarding EER ME UT/VU)	17-06-2020		E.M. Gommer
142				