

Minutes of online meeting of the Programme Committee ME/VU

Date : **Wednesday January 13, 2021**

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

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

E.S. Lammerts van Bueren, E.M. van Os

S. de Groot

C.A. van der Veen

<mentioned above>

1. Opening + Introduction

The chairman opens the online meeting at 8:45.

2. Announcements

A.H. Vuuregge makes some announcements about the course for new members of the program committee.

E.S. Lammerts van Bueren is almost ending her board year. Tom Tankink will take over as commissioner of educational affairs and is also present from today's meeting onwards as a guest.

Daan de Jong is also a new guest in the PC. He is the commissioner of educational affairs from the VU association.

3. Q1 evaluation (evaluation committee)

Master courses:

Modelling of technical design processes: average score of 3.9 and sufficient amount of answers.

Overall students are positive about the course, and especially the assignments and quizzes were evaluated well.

Integrated design of biomedical products: response was insufficient, only 20% where a minimal of 25% is required. It scored an average of 3.9.

A point of attention is that the reader should be updated.

There is also another evaluation of IDE, which had a higher response rate. E.E.G. Hekman will send the IDE evaluation when it is done.

M.E. Toxopeus suggests to include the evaluation of IDE as an appendix. This can be done in other cases as well as more courses are given for multiple (master) programs.

Exit questionnaire: average score of 7.9.

UNIVERSITY OF TWENTE.

MECHANICAL ENGINEERING (ME/VU)

Students are positive about the availability of the teaching staff and the skill and knowledge they obtained during their internship. They think improvement is possible in the balance between theory and practice, and attention for professional practice in the field of expertise. A lot of students find it difficult to finish the master in 2 years. They also find that there are differences in study load of courses, although they all account for 5EC.

The questions about the balance of theory and practice are found unclear and it is agreed these questions should be left out.

Also, some courses have been changed in the meantime.

Bachelor reports module 5:

Dynamics 1: Enough responses, an average score of 2.6 (out of 5), which is insufficient.

The lectures were found unclear and students thought there were not enough questions to prepare for the exam.

M.B. de Rooij states there is already a lot of discussion and attention to improve this course. The course will therefore not be discussed further here.

System Analysis: Enough responses, an average score of 4.1. Students were positive about the lecture. But they would like to have more examples in the reader and more questions for practice.

Vector calculus: Not enough responses. An average score of 3.8. The students in general were quite positive about the course. Students would like more practice material.

It is mentioned that the next evaluation should also ask for attendance of tutorials (specifically for mathematic courses). They are really helpful for the students, but often not visited.

Proj. Design principles & academic skills: Enough responses. An average score of 3.5. Students thought the project was relevant. It was well combined with system analysis, but students thought it was less connected to dynamics and vector calculus.

4. Minutes last meeting November, 2020 / Minutes FC (annex)

Page 1: no remarks

Page 2: Point 4: assessment policy is described a bit vague. It states: "M.E. Toxopeus points out that it would be difficult for few issues to be achieved in practice with the evaluating teachers." But the point was about colleagues evaluating the tests. And in some courses, there is no second lecturer, so it is not possible to check the test by a second lecturer.

Page 3: no remarks

Page 4: no remarks

Action points:

1: stays

120: stays

UNIVERSITY OF TWENTE.

MECHANICAL ENGINEERING (ME/VU)

E.M. Gommer: we want to continue on this topic. Students get very different types of questions or topics, because teacher can have a preference for certain topics for example. We want to make more guidelines for this so students get questions more evenly divided over the learning goals.

136: remove.

139: move to AF Heutink.

142: Done.

Most Dutch students are still enrolled after 2 years. Most international students complete the program within the set time. This often has to do with it being more important to finish faster (fundings, they have to finish in time, more expensive to live here etc.). There are also new, more stricter, regulations now for international students, but the effects cannot be seen yet.

The dropout rate of the master is almost nonexistent. Master students make more well thought out choices, for example extending their internship or taking extra courses, and therefore study longer. It is suggested that it would be interesting to add when the students are finished. It would be interesting to see if the students are then finished within 3 years or take even longer.

143: stays.

They had Arne van Garrel in mind to join. Send Kees a reminder for an official agreement.

5. **BSc Assignments subcommittee**

The first draft of the questionnaire was send and approved by the program committee. Statistics about grades and passing rates are already on the way. The questionnaire is to find out what students and supervisors think about the BSc assignment.

Questionnaire for students:

It is important to make clear to the students why the questionnaire is taken as an introduction to the questions. The whole questionnaire should also take maximum of 10 minutes. Prioritize the questions on which questions are most relevant to be answered.

Add the amount of hours that are set for certain EC's. Also check the EC's mentioned for the courses.

F. Krekt mentions it is more to spot general trends of students than individual cases.

Questions 14 and 15 need to be rephrased. It suggests sometimes that you are a master student, so slightly add for whom it is.

Questionnaire for supervisors:

Here it is also about the general case, so it should not be answered multiple times if supervisors have multiple students.

UNIVERSITY OF TWENTE.

MECHANICAL ENGINEERING (ME/VU)

For questions 24, 25 and 26: take into account they are bachelor students. These questions are also for curiosity to see if the research does contribute or how the supervisors are dealing with the results. But with these questions, you can encourage the idea that the research is not useful or should be useful, so make clear what the goal of the bachelor research is. Also, supervisors may interpret it differently, for general or for the level of a bachelor students. Make this clear in all the questions.

Add a blank box in the end, where supervisors can add something.

F. Krekt says the planning is to have results next meeting in March. q

6. **Actuality programme subcommittee**

B. van Eijk says there is no meeting scheduled yet, so there is nothing to discuss this meeting.

It would also be nice to have a connection to the industry.

E.M. Gommer should email Kees.

7. **Correction time and oral examinations (Lisa)**

The correction time of the bachelor is now 10 working days and for the master 20 working days. The suggestion was to change the master correction time also to 10 days.

The program committee does not agree with this. Some teacher do not have a teaching assistant to help with the correction. Also, master examinations are often reports, which are more time consuming.

E.T.A. van der Weide suggests it could also be course dependent, also depending on the amount of students and teaching assistants.

Also, in the master, other courses do not depend on quick results, which can be the case in the bachelor. Students are not hindered by having the result after 20 days.

8. **Evaluation digital education**

Last time there were complaints about the audio in lectures. Now there are no/less complaints or they have to tell the teacher directly, because most of the time it can be solved easily.

E.S. Lammerts van Bueren says it is hard to involve first year students in Newton now. But there will be extra plans made for next year for these students.

For teachers it is difficult to track the progress of students. They have less overview, especially with projects. And normally students would come by the office, through email it is more difficult to notice if the students understands it.

E.T.A. van der Weide suggests teachers could let the students do a mini presentation every week to show their progress.

UNIVERSITY OF TWENTE.

MECHANICAL ENGINEERING (ME/VU)

B. van Eijk also says students can be encouraged to call with teams, just like students would come by the office.

This can also be in the form of a breakout room, where students can come by if they have questions.

Ask the students to turn on their webcam (when they are in smaller groups) to ask questions to have a better understanding of each other.

9. **Any other business**

This is the last meeting before the summer for M. Shahi as she will be on maternity leave soon.

There is a suggestion to move from Sharepoint to Teams.

AC: M.B. de Rooij will ask Simone to move the meetings to teams.

There are some worries from students about the exams, mainly about entering and leaving. The UT is now investing in stewards. It is addressed that they are only present in the beginning and not the end, although the end is chaotic. E.M. Gommer says to contact André de Boer if you have remarks about this.

E.M. Gommer tells about the skill teacher solicitations. There is a nice list of candidates. The new teacher will be setting up and giving the course.

F. Krekt is wondering what the entry requirements are for companies to be put on the internship page on canvas. E.M. Gommer says the companies/vacancies normally come from teaching staff and suggests to contact Jacqueline.

10. **Subjects next meeting**

11. **Closure**

The chairman closes the online meeting at 10:38.

UNIVERSITY OF TWENTE.

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
139	Ask if oral exam is public (regarding EER ME UT/VU)	17-06-2020		A.F. Heutink
142	To get statics on grade for Masters' students	25-11-2020		A.F. Heutink
143	Contact Kees to see the people from various discipline is interested to join sub-committee for Actuality Programme	25-11-2020		E.M. Gommer
144	Ask Simone to move from Sharepoint to Teams	13-01-2021		M.B. de Rooij