



## Agenda for the meeting of the Program Committee ME/VU

Date: **Wednesday September 13, 2024**

Time : **8:45 – 10:30 hour**

Room : Z203

Present: M. Abdul Rasheed, T. Khan, H. Askes, M. ter Horst, M. Toxopeus, L. Gommer, A. Heutink, S. Ahmed, M. van Donkersgoed, T. Mes, S. Nagasundaram.

### 1. Opening + Introduction

The meeting was opened at 08:52.

### 2. Announcements

- Matthijn and Ilse were not present, therefor Mark chaired this session. Edsko, Boukje and Nienke were also not present. Sathyanarayanan was the replacement for Boukje.
- Mark mentioned that there will be a new PC training sessions and that people were welcome to join if they wanted to.
- Lisa mentioned that it might not be relevant for more experienced members to join but that it is relevant for new members.
- Boukje told mark that she is busy with looking for a UT-VU student to join the PC. When this person is found they should also do the PC training.

### 3. Course evaluation Q3

- The evaluation essay received sufficient information to assess 12 courses.
- **Fluid Mechanics | Turnout: 8% | Score: 4.2**
  - The students generally enjoyed the course; however, it was noted that the essay was filled in before the exam took place. After the exam, which proofed difficult, the opinions have probably changed.
- **Heat Transfer | Turnout: 11% | Score: 2.9**
  - The score was lower than last year. Students mentioned that they would have liked more physical lectures. They also mentioned that they mostly focused on the bonus point questions and therefor did not do the T-questions.
- **Project Fluids Engineering | Turnout: 46% | Score: 3.9**
  - The students found that the focus was too much on heat transfer. They also mentioned that they did not like the ethics lecture.
- **Project Production systems Engineering | Turnout: 8% | Score: 3.3**
  - Students liked that the coherence with Systems Engineering (SE) and Production Management (PM) was high but disliked that there was little to no connection with iFEM.
  - Lisa mentioned that in previous years there also was little connection to PM and SE, so that this is already an improvement.



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- **Production Management | Turnout: 7% | Score: 3.5**
  - Generally, the students liked the course, however it was mentioned that there was a lack of practice exercises.
- **AR&S Preparation Bachelor Assignment | Turnout: 6% | Score: 3.2**
  - The score was lower than previous years. Students found the module was too busy and thus had trouble finding the time to make a proper proposal.
  - The availability of the supervisors for societal embedding was appreciated.
- **iFEM | Turnout: 19% | Score: 3.2**
  - Students found the course interesting, but disliked the fact that there were no tutorials.
  - The teacher mentioned that he will try to include tutorials next year.
- **Statistics | Turnout: 7% | Score: 3.8**
  - The teacher mentioned that due to the lack of motivation of the students, her own motivation was also lower.
- **Energy Storage | Turnout: 53% | Score: 2.6**
  - The contact was enjoyed by the students, however, the teacher used challenge-based learning which the students did not like.
  - There was also a lack of tutors and there were organizational issues.
- **Linear Solid Mechanics | Turnout: 12% | Score: 3.5**
  - Even though the score was high, the appreciation was low. The students would have liked more Q&A or tutorials.
- **Solar Energy | Turnout: 15% | Score: 4.0**
  - The score was like last time. The main issue addressed was that the students would have liked to shorter lectures per week instead of 1 long lecture.
  - The teacher mentioned that she tried to do that this year but that the planners did not implement it. She will try again next year.
- Saif mentioned that next year the evaluation essay for Systems Engineering will be sent earlier since Systems Engineering ends halfway during the module.

#### 4. Minutes June 7 2023

- The action points were missing, these will be added to the next minutes.

#### 5. BSA students

- This was Genie's point, how was not present, so it was not discussed.

#### 6. Topics for year plan

- **Progress of the Committee**
  - The progress of the committee could be discussed several times during the year.
- **Results of matching**
  - Lisa mentioned that this should be discussed at the meeting after the second of February, since by then we know the dropout rate. However, it was noted that the general impression of the matching can be discussed earlier. Mark will therefore make sure that 2 moments for discussing the matching on the year planning.
  - Lisa is also planning on doing a sort of panel meeting with students about the matching to get feedback.
- **Response rate evaluations**

- The PC had already in a previous meeting discusses some improvements for the evaluations. The results of these improvements should be discussed in a future meeting.
- **Groupwork and freeriding**
  - Taha mentioned that he found this an important subject to discuss. Now there is no general policy on this.
  - If changed referring this topic were to be made this year it should be discussed as soon as possible. If changes are to be made coming year, there is no rush in discussing it.
- **Retention rate between modules**
  - Iqbal mentioned that often knowledge gets lost between modules.
  - Lisa mentioned that the VU does continuous assessments and that this is something the PC could look at.
  - Iqbal would like to do a trial of this in Q3 so it should be discussed during Q2 at latest.
- **Extra help sessions python**
  - Lisa mentioned that there was a plan to switch from MatLab to Python, however it was not clear what happened to this plan.
  - It was therefor decided to wait with this discussion until it was clear if MatLab would be switched with Python.
- **Use of AI**
  - Even though there has been teacher meeting about the use of AI there is nothing about it in the EER. There is however a general guideline on the use of AI.
  - Lisa said it would be possible to discuss the effects of AI on the program.
- **What can we learn from our cousins?**
  - There was an idea to exchange information with the PC of IDE and CE. An event was proposed where all PCs could come together and exchange information.
  - Lisa could contact the chairs of the other studies, or Matthijn could contact the chairs of the PCs in order to organize this event.
  - During one of the ME PC meetings the event can be discussed, and a plan could be made.
- **Timeline of project and subjects**
  - Mark mentioned that sometimes people struggle with the fact that they do not have sufficient knowledge for the project since the subject has just started.
- **Extra points from Lisa**
  - Examination board discussion
  - Curriculum renewing
  - SSI specialization
  - Adaption premaster program
  - Accreditation of ME
  - Fun activities
    - Lisa mentioned that Jurnan Schilder is taking students following Dynamics 1 to Slagharen to perform some calculations and do experiments. She mentioned that this was a nice idea and that there is enough money available to do these kinds of activities for other subjects as well.
- Marten mentioned that the PC should also look in to hosting the meetings later of the day so VU students would have the possibility to join physically.

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- Sathyanarayanan had a question from Boukje asking if next time the EERs of the Bachelor and Master could be discussed in different meetings. Lisa said that this was possible but that an extra meeting had to be scheduled for this.

The meeting was closed at 09:54

	<b>Action: (Agenda point)</b>	<b>Introduced on:</b>	<b>Status</b>	<b>To be completed by:</b>
1	Encourage student participation in the course evaluations (establishing a particular day and providing lunch while students fill in the evaluation questionnaires)	23/11	Remains - Revised	Evaluation Committee + PC Members
2	Ask Simone to upload the minutes on the UT PC- website	29/03	Pending	Matthijn
3	Find VU student member	03/05	Pending	Boukje
4	Make/adjust the year planning	13/09	Pending	Matthijn/Genie/Mark
5	Plan meeting with Examination board	13/09	Pending	Matthijn
6	Plan meeting with chairmen PC ME/CET/IDE	13/09	Pending	Matthijn