

Agenda PC - IDE

Meeting 161

Date: 18-10-2021

Time: 12:30 – 13:45

Minutes secretary: Ilse Akkermans

CC: CES, Simone Steinmeijer

Guests: Ata Aydin (evaluation committee)

Members	Name	Present/Absent
Teachers	Geke Ludden (chair)	Absent
	Alberto Martinetti	Absent
	Winnie Dankers	
	Kostas Nizamis (secretary)	
Students	Rianne Hagen (vice-chair)	
	Beatrijs Hinloopen	Absent
	Niek Reeze	
	Johan Stekelenburg	

Permanent guests	Name	Present/Absent
Programme Director	Jan Willem Polderman	
BSc. Coordinator	Hiske Schuurman-Hemmer	Absent
MSc. Coordinator	Elora Luijkx	
S.G. Daedalus	Jasmijn Poorts	

Proposed agenda:

1. Welcome.

(Until 12:35)

2. Announcements

(Until 12:40)

- Chairman

Geke is not present, therefore, Rianne will be the chair of this meeting.

The structure of the PC and the PC Microsoft Teams has been discussed. Some slight changes have been made to the file structuring.

[Jan Willem] I think the minutes, besides privacy related matters, should be public?

Agreed. There will be a drive which all people from within the university can access. After minutes have been approved they will be uploaded on that drive.

Hiske will make sure a link to access the drive is available to those who want to see the minutes.

AP - 1 Kostas: Make sure the minutes are public

Kostas will be the new secretary of the PC.

Rianne will quit the PC since she is now studying in Wageningen. PC needs to look for a replacement candidate.

AP 2 Rianne: Share the results of the survey on assessment she did with Jan Willem

- Program Director

24th of December is a normal education day. This raises serious problems to international students who want to go home. Would it be an idea to shift all the education of Friday 24th of December to the last Friday (7th of January) of the Holidays? If we were to shift it students might already have plans. It might be better to look whether the activities on the 24th need to be obligatory. Maybe, educational activities can be online such that they can be rewatched at any given time.

[Kostas] As a former international student I checked the academic calendar and scheduled my trip home around what was given there. It is likely that international students have now done the same.

[Winnie] We can ask teachers if they can make their lectures not obligatory or in such a way that students can do this lecture in their own time.

[Kostas] Yes, because also for the teachers, who wants to teach on the 24th late in the afternoon?

[Jan Willem] Thank you for the feedback. I will work on a solution.

Second point, the influx of Dutch students has decreased by a factor of 2. The influx of international students has not decreased as drastically. It will be investigated why and how this happened. Caroline is looking into this. UT-wide the number of Dutch students has decreased, but not as drastically as within our study.

[Kostas] Could it be that they have decided to go abroad?

This doesn't explain why the effect is not seen in ME and CE. Many programs still have a stable influx of Dutch Students.

- Officer of Educational Affairs, SG Daedalus
- Others

3. Approve agenda

(Until 12:45)

Action points will be added as an agenda point after 'approve agenda' for future meetings to make sure all action points will be executed and checked.

A new list will be used to check the presence/absence of people as can be seen at the beginning of this document.

In-text action points will from now on be numbered as well to create more clarity.

In meeting 159 Ata is listed as a student member but he is a guest from the educational committee. This will be changed.

4. New Evaluation Report Template

(Until 13:00)

Meant to discuss with Ata but Ata is not present today.

5. Advice on STAR programme to be continued or discontinued (Until 13:10)
Has been done and will be emailed to the PC members.

6. Update on BSc curriculum revision (Until 13:15)
Jan Willem is working on a summary of the interviews he had. He wants to include students as well. There was also a meeting with VisIO (<https://sgdaedalus.nl/education/departments/>) and there will be a second meeting. From the interviews with staff members there is a general overlapping idea of IDE and what an industrial design engineer is. However, colleagues do not really see this idea back in the curriculum. The project line should perhaps become the backbone of the curriculum. The connection between the projects could be improved.

Jan Willem also had an interview with Fred van Dijk and is thinking about also interviewing Laurens van den Akker. A TU Delft alumnus working as a car-designer at Renault. Also, there might be a discussion afternoon where students can deliver input. The afternoon will have small group discussions about statements about IDE, what an Industrial Design Engineer is and what should be the backbone of the curriculum. Jan Willem wants to be sure everyone gets the opportunity to have input.

[Johan] Wouldn't it be helpful if there were a group that could help you with gathering data Jan Willem?

Help would be very welcome in terms of organizing the meeting.

Johan will be the point of contact of the workforce organizing the meeting.

[Kostas] We use a colour coding scheme, it looks difficult, but we could try to do something like this for IDE?

It's too early to implement this, but it is something that could be tried.

7. **Minutes from meeting 159** (21/06/2021) -> Found and renamed 159 (they were wrongly named 158 in the draft minutes folder) **and 160** (Until 13:30)

8. **Action points** from previous meetings(s) See below (Until 13:30)

9. **Any other business / Question round** (Until 13:35)

[Kostas] Are you all happy with this year's schedule of the meetings?

Yes.

10. **Closure** (Until 13:45)

PC – Open action items from previous meetings			
Action:	Target date:	Executed by:	Status/remark
AP 1 – 160 PC: Discuss documentation of minutes and other files of the PC with Kostas		Everyone	Done
AP 2 – 160 PC: Inquire with the lean six sigma teacher if the report is received and what can be done.		Rianne and Alberto	Done

AP 3 – 160 PC: Make a draft of the advice with respect to (dis)continuation the STAR programme		Geke	In progress
AP 4 – 160 PC: Prepare a summary of the conversations held with the original BSC curriculum committee. What is the common ground starting to look like?		Jan Willem	In Progress
AP 1 – 159 PC: Next academic year, discuss how the ‘giving and receiving feedback’ workshop went and what the effects are, after module 1.	After module 8		Unknown
AP 2 – 159 PC: Invite PC members to the EvaCom report meeting upcoming week	June 2021	Ata	Unknown
AP 3 – 159 PC: Change misspelling of Geke’s name in minutes 158	ASAP	Ilse	Done
AP 4 – 159 PC: Think about new student members for the PC.	ASAP	Everyone	Done, but relevant again because Rianne will be leaving the PC next Month
AP 5 – 159 PC: Discuss plans for a follow-up meeting of the assessment.		Jan Willem, Rick and Jasmijn	Unknown/Informal meeting
AP 6 – 159 PC: Add the follow-up discussion of Jan-Willem, Rick and Jasmijn on the agenda		Kostas	Unknown
AP 1- 157 PC: Meeting with the original BSC curriculum committee to inform about progress	18-10-2021	Jan Willem	Update 20/09/2021: many one to one conversations have taken place. About 90% of the original BSc

			<p>committee has been spoken to</p> <p>Update 30/10/2021: An ongoing process, but the actionpoint itself is done</p>
AP 1 – 156 PC: Re-establishing Discipline Council	September 2021	Geke and Jan Willem	In progress
AP 1 152 PC: Contact Joyce about including bachelor alumni in the Alumni Survey, and to find out why the survey has so little respondents.		Jan Willem	<p>It was (?) discussed in the meeting with Daedalus. This action point can stay.</p> <p>Unknown /remove</p>
AP 2 150 PC: Discuss with the bachelor's curriculum committee if it is possible to reserve two days for resits, either the last two days of a module, or two weeks into a new module.		Jan Willem	<p>This point is still relevant and can stay on the agenda for a while.</p> <p>remove</p>