

# Agenda PC - IDE

## 178

## Meeting

Date: 23-10-2023

Time: 12:45 – 14:00

Place: Z - 109

Minutes secretary: Ilse Akkermans

CC:

Guests:

| Members  | Name                            | Present/Absent |
|----------|---------------------------------|----------------|
| Teachers | Geke Ludden (chair)             | -              |
|          | Jodi Sturge                     | -              |
|          | Winnie Dankers                  |                |
|          | Kostas Nizamis (secretary)      | Online         |
| Students | Johan Stekelenburg (vice-chair) |                |
|          | Robert Breugelmans              |                |
|          | Niek Reeze                      |                |
|          | Alexandra Tark                  |                |

| Permanent guests   | Name                   | Present/Absent |
|--------------------|------------------------|----------------|
| Programme Director | Wim de Boer            |                |
| BSc. Coordinator   | Hiske Schuurman-Hemmer |                |
| MSc. Coordinator   | Elora Luijkx           |                |
| S.G. Daedalus      | Nick Holtman           |                |
| EvaCom             | Teodora Cîtia          |                |

1. Welcome
2. Announcements
  - Chairman  
-
  - Program Director  
-
  - Officer of Educational Affairs, SG Daedalus  
-
  - Others  
-
3. Approve agenda  
The agenda is approved.
4. Approve minutes meeting 176  
There was a small misunderstanding about the number of students participating in the evaluation. This has been corrected.

Concerning the student numbers there should be some clarification. There are 123 first year enrolments, 170 was including the pre-masters.

5. Action Points from previous meetings(s)  
There are no active action points.
6. Bachelor curriculum revision update  
Wim has prepared slides to give an update on the bachelor curriculum revision. It should be verified if the agenda of the PC is aligned with the planning of the curriculum.

First, important key dates are shown. Last year a blueprint was made, which has been elaborated on now. In December 2023, this blueprint should be finalized. The blueprint includes the topics, names, research and design approaches of each module. During the sessions in June and September, it became apparent that the guidelines and requirements for the modules were sometimes not clear, so Wim will work on making this blueprint more clear such that it can act as a base for the module teams. Together with Indy, from DPM, Wim is making an overview of connected companies where alumni work and students go. This will form a group that will act as an external committee for the curriculum. Civil Engineering and Mechanical Engineering are also working with external boards.

[Niek] I noticed the consultation of the PC is scheduled in March. Are we allowed to give consultation before this time?

This is very welcome, the PC is allowed to give consultation at any time. March is only an official moment. The planning is so people know when they can expect which level of detail.

[Winnie] Could we have some physical documents or documentation, such that we can make annotations?

This can be arranged. This does not need to wait until the official moment. **AP Wim** provide documentation on the curriculum development such that the PC can read through and leave annotations on the curriculum development plans.

Regular meetings for the module teams are scheduled every month. This often encompasses an afternoon. In every meeting, certain teams are looked at. The learning line and goals and the interrelations between modules is part of the blueprint. The requirements and guidelines will be given a more formal status. The reflection is so students have more ownership in the learning. The 14<sup>th</sup> of November, an activity workshop will be held to instruct how to create more time for reflection, how to integrate reflection.

The steering team wants to rebuild the knowledge base. Currently the knowledge base is the blue book 'Product Design', by Mascha van der Voort, Eric Lutters, Maarten Bonnema, and Arthur Eger. In the new format the knowledge base will not be a book .

There will be small competition "slimmer collegejaar" (in English: smarter collegeyear). Students are asked about the feasibility of the academic year. Physics did this type of tournament, and handed out a small prize, to a student who had the best idea of improving the feasibility.

[Johan] How should I envision this?

This is set up to be organized before Christmas. Marike is leading this. Daedalus received an email from Marike already. A website will be set up. This tournament is part of an official program from OCW (ministry of education). The Dutch educational programs have many contact hours compared to educational programs from other countries. Students experience a lot of stress sometimes. This contest

aims to find improvements. Charlotte Hak, did a session on this topic with students in June. There will be a report about this. 4 students were interviewed. Her gathered data will be used as input for this. There will be a jury and a small ceremony.

This contest is also a way of increasing the involvement of the community. Students are already involved in module development teams. The external committee will also be involved for feedback. The presentation of the plans to the larger community is scheduled for January 24, with the fleet parade, and the baby shower on June 24.

[Johan] Since last meeting, with all module teams, did things change in terms of the contents and skills line?

Wim says they are still working on processing all the input from September. The blueprint will hold all answers to this question. This is still a work in progress. Wim is willing to share this already during the next meeting, as something informative.

[Niek] what is the fleet parade about?

The fleet parade will be similar to the session held pre-summer, in the large hall. Teaching staff will be invited. There will be a large update on the status of the curriculum and feedback can be given.

[Niek] Are you open to adding more sessions in the schedule?

Wim is open to this. Student involvement is an important factor. There are some struggles with the original setup. Some involvement of students in module teams was discontinued. Wim wants to be sure the voices of students are heard. The contest smarter academic year, is also aimed at this.

The PC notes that the steering team should be wary of the presentation in June, the curriculum plans might be too finished already. Which could hinder feedback. Wim will discuss this issue with the steering committee. Next meeting, a little brainstorm can be held (27<sup>th</sup> November).

[Robert] Could we receive the documentation on the plans thus far before the 6<sup>th</sup> of November, then we can discuss it in the internal meeting beforehand?

Wim says this is possible, the deadline has been added to Wim's AP on providing the documentation of the bachelor curriculum revision plans.

## 7. Process of Master Theses assessment

In the PC meeting, it was spoken about Boost your competences. A meeting is set with Wim and Elora for the 2<sup>nd</sup> of November. Part of that meeting is this particular question about the process of master theses assessment. Linda Grafen and Charlotte Arenas-Oude Alink had some suggestions for this topic.

At university level, there are some developments with regard to Mobility Online. Mobility Online is the system through which people register their exchanges and graduations. Some programs are unsatisfied with this program. Some departments tested another program, Osiris Zaak. These experiences were positive, but for some reason this was still discontinued. There are rumours this will be reinstalled. Regardless, a better understanding of mobility online should be generated.

The process of master theses and responsibility is reevaluated. In the bachelor thesis process, it works a lot better. Aim is to identify the difference why it works in the bachelor but not for the master.

The updates about the durations of the master thesis and green light are in the OER. But should be communicated to the students. The Canvas should be aligned with the OER.

8. Any other business / Question round

9. Closure 13:35

Proposed agenda:

| PC – Open action items from previous meetings   |                                    |                     |                      |
|---|------------------------------------|---------------------|----------------------|
| <i>Action:</i>  | <i>Target date:</i>                | <i>Executed by:</i> | <i>Status/remark</i> |
| AP 1 -178: provide documentation on the curriculum development such that the PC can read through and leave annotations on the curriculum development plans. | Before 6 <sup>th</sup> of November | Wim                 |                      |
| AP 1 – 156: Re-establishing Discipline Council  | September 2023                     | Geke and Wim        |                      |