

ANNUAL REPORT PROGRAM COMMITTEE

CREATE / ITECH 2019/2020

1. Program Committee members

In the academic year 2018/2019 the program committee CreaTe/ITech consisted of the following members:

A. members

Employees	Membership period
Dr. M. Poel (chair)	Entire year 2019/2020
Dr.ir. C. Salm	Entire year 2019/2020
Dr.ir. R.W. van Delden	Entire year 2019/2020
Dr.ing. G. Englebienne	Entire year 2019/2020
Student members	
N. Kousi	As from April 1 st , 2020
F. Lammers (vice chair)	September till November 2019
D.A. van Meggelen	Entire year 2019/2020
M.T. Rutgers	Entire year 2019/2020
M. hillebrand	As from October 2019
Other	
Dr. A.M. Schaafstal (director)	Entire year 2019/2020
S.S.Gritter-Spuls (MSc coordinator)	As from October 2019
B. Spikker-Sieverink (support staff)	Entire year 2019/2020
Dr. K. Zalewska (msc/bsc coordinator)	Entire year 2019/2020
S. Koomen (minutes)	Entire year 2019/2020
L. Bosdriesz (minutes)	Entire year 2019/2020

B. New Members

See the tabel above.

C. Communication

By email or paper mail.

2. Meetings

In the past academic year 10 meetings took place, of which at least 9 were with the program director. In the table below is listed what was talked about during every meeting.

Every meeting the following items appear on the agenda:

- opening and announcement
- fixing the agenda
- minutes previous meeting
- incoming and outgoing mail
- which courses/modules will be evaluated/discussed
- spearheads
- Questions

Date meeting	With/without PD	Agenda points (short)
11-09-2019	without	→ manual graduation modules → manual module Smart Technology
08-10-2019	with	→ workgroups within CreaTe → M5 manual Interactive Media → Alternative for SEQ M12 → Quality Improvement Education → invitation lunch meeting → annual plan PC CreaTe/ITech → self evaluation
12-11-2019	with	→ Evaluation Data Visualization → Evaluation Biosignals and Medical Electronics → changes within M7 Innovation and Entrepreneurship → Language Code of Conduct for CS students and teachers
19-12-2019	With	→ charcoal sketch TOM 2.0 → new member applicants → assessment committee → annual report → evaluation Tele-interactions in Robotics → Language Code of conduct for CS students and teachers → new chair and vice chair.
14-01-2020	With	→ charcoal sketch TOM 2.0/TOM 2.0 rules → new member applicants → annual report
11-02-2020	With	→ Language Code of Conduct → Manual Graduation Semester → TOM 2.0 rules
10-03-2020	with	→ evaluation Animated Data narration → definitive guidelines EER bachelor general section → Self evaluation CreaTe → visitors open days declining

14-04-2020	With	<ul style="list-style-type: none"> → OER Faculty section changes → HCD and Storytelling → Master OER Itech → Evaluation Art, Math and Technology → Self Evaluation CreaTe
12-05-2020	with	<ul style="list-style-type: none"> → OER Itech programme section → OER CreaTe draft regarding changes TOM 2.0 → soft cut / zachte knip
09-06-2020	with	<ul style="list-style-type: none"> → OER CreaTe → Evaluation Storytelling through oral presentations

3. Advises

a. asked

In the past academic year 2019/2020 official asked advises were given. Below is listed what every advice was and what is done with it.

Date advice	October 2019 Quality improvement plan
Advise (short)	Distribution of the WSV gelden
Reaction PD	Thankful for taking actions
Result	It is still going on.

Date advice	November 2019 changes in module 7
Advise (short)	Approval to introduce more research methods to analyze prototypes and do experiments with more elaborate statistics than currently is being given
Reaction coordinator	Thankful for the contribution of the PC
Result	It is implemented

Date advice	December 2019 Language Code of Conduct
Advise (short)	UT wide rules regarding the language code of conduct
Reaction PD	thankful
Result	Rules are not a law but guidelines.

Date advice	January 2020 charcoal sketch TOM 2.0
Advise (short)	Changes in previous sketch
Reaction PC	thankful
Result	approved

Date advice	March 2020 Definitive guidelines EER bachelor general section
Advise (short)	Useful to send a letter with comments for next year
Reaction PC	Some comments will be given
Result	Facultyboard is informed

Date advice	April 2020 OER Faculty section changes
Advise (short)	Approval of the changes in the faculty section
Reaction PC	Comments are bundled and send to PD
Result	implemented

Date advice	May 2020 OER I-Tech programme section 2020/2021
Advise (short)	Approval of the OER Itech programme section
Reaction PD	Some suggestions are made
Result	Some comments were adopted

Date advice	May and June 2020 OER CreaTe draft regarding changes TOM 2.0
Advise (short)	Approval of the OER CreaTe
Reaction PD	Some remarks will be processed
Result	It is approved

b. not asked

In the past academic year 2019/2020 official not asked advices were given. Below is listed what every advice was and what is done with it.

Date advice	September 2019 manual graduation modules
Advise (short)	Changes are not quite clear, next time an appendix with changes
Reaction coordinator	Thankful for comments
Result	approved

Date advice	September 2019 manual Smart Tech
Advise (short)	Areas changes due to Hackaton Confusion about possibility of repair Confusion 1-10 scale
Reaction coordinator	Thankful for comments
Result	Some small corrections but approved

Date advice	October 2019 manual Interactive media
Advise (short)	Division between main and subcourses are made The grading table is revised and clearer Everything has to be 5.5 or greater Matlab is forgotten to be mentioned in section 5.4
Reaction coordinator	Thankful for comments
Result	Some corrections but approved

Date advice	February 2020 manual graduation semester
Advise (short)	Some feedback about extra 2 weeks, weight certain components. Manual is really extensive.
Reaction coordinator	Thankful for comments
Result	Some suggestions are made

4. Course evaluation

At the following course evaluations, a possible problem was noticed. Below are all possible problems listed and what is done with it.

This year less evaluations were done due to Covid. Teachers had to adapt their courses to online and that was priority so the PC decided not to bother the teachers too much.

Course	Data Visualization
Possible problems	<ol style="list-style-type: none"> 1.Reduce length of the course outline explanation 2.Reduce amount of tools to avoid overwhelming 3.lectures sometime not interesting 4. peer grading fairer 5. grade individual assignments more strictly. 6. smaller project groups
Possible solutions	<ol style="list-style-type: none"> 1.Reducing time spent on this 2. Providing guidelines for the tools. 3. change order of principles and examples. 4. change the peer by changing the

	weight or remove this entirely 5. grading the individual assignment more strictly 6. cannot easily be solved
Reaction teacher	Happy with the results
Result	Will show during the year

Course	Biosignals and Medical Electronics
Possible problems	Almost none 95% of the participants passed successfully after all resits.
Possible solutions	Meets expectations, but more coaching in hybrid world maybe useful.
Reaction teacher	Solid module, happy with the result
Result	Will show during the year

Course	Tele-interaction in Robotics
Possible problems	Only 4 students filled in the SEQ of which none of them is an Itech student.
Possible solutions	-
Reaction teacher	-
Result	-

Course	March 2020, Animated Data Narration
Possible problems	Expectations were different for some students Issue with the License
Possible solutions	Maybe the University can take care of the license just as Saxion does.
Reaction teacher	License thing is a money problem.
Result	Will show during the year

Course	June 2020, Storytelling through oral presentations
Possible problems	1. Some stories are easier. 2. use peer grading systems 3. choose the topic themselves so choose a topic nobody understands so mistakes hard to find
Possible solutions	1. You can choose the story you are interested in. works well. 2. there is something like that already 3. Has to be Itech related.
Reaction teacher	Thankful
Result	Will show during the year

5. Self-evaluation

Action point	Deadline	who
March 2020 read it	10 days	All members, comments to Schaafstal