ROTTERDAM SCHOOL OF MANAGEMENT
ERASMUS UNIVERSITY

MID-TERM REVIEW MSc PROGRAMME COMMITTEE

Introduction

After discussions with the Faculty Council about the most optimal structure for programme committees in RSM's pre-experience programmes the following agreements were made:

- On 1 January 2015 a new MSc Programme Committee (MSc PC) was introduced. The previously small committee (4 faculty + 4 students) was enlarged to include all of the 11 pre-experience MSc programme's, whereby each programme is represented by 1 faculty and 1 student.
- A code of order was implemented to ensure proper representation of all the programmes.
- After one year a mid term evaluation would be conducted.
- After two years a more comprehensive evaluation would be conducted.

Please find enclosed a self-evaluation by the MSc PC (annex 1) and below some further notes by Programme Management, in which we reflect on the current functioning of the MSc PC. Both of these constitute the mid-term evaluation.

Code of order

You will find the code of order in annex 2. It has been amended once to include extra provisions regarding potential closure of programmes. The code has not really been tested yet, as proceedings are rather informal, without a need to consult the code.

Members

All but one programme are represented by a faculty member in the MSc PC (see annex 3). At the time of writing all programmes are represented by a student. It has however been difficult to get new student members at the start of the academic year. The students from 2014/2015 graduated, and didn't manage to recruit new members in time.

Attendance is on the low side. The chair has addressed this with those individuals that fail to turn up. Reasons given are agenda conflicts, being busy, other urgent priorities and so on. Hopefully it will improve.

Annual report

The first Annual Report (about spring 2015) was written shortly after the summer. Please find it in the annex 4. It will provide insight into the topics of conversation and advice given. In addition we've included a similar overview for autumn 2015 (annex 5).
The frequency of the meetings is considered to be good and the right topics are being discussed.

Ability to represent

Faculty members are well able to represent their constituency. Most topics are discussed during departmental meetings or more informally with colleagues.
There is an issue with the ability of students to represent their constituencies. Some student member have a direct link with the master study club or are a member of the programme advisory committee. But other student members have no liaison and are therefore relatively isolated.

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A Good Discussion

The MSc PC is part of the EUR process of 'A Good Discussion'. These EUR developments are welcomed by the MSc PC and input has been given. The chair has taken part in a recent EUR consultation session on 'Strengthening of Programme Committees', also with a view to the intended changes in legislation. Other member are also invited to take part in these sessions. The MSc PC (and Programme Management) would welcome EUR support in, for instance, providing introduction sessions for new PC members at the start of each year. Especially for master programmes that are only one year, it takes too long for (student) members to get up to speed with the rights, roles and responsibilities of a PC.

Visibility

The MSc PC is not very visible or well known at the moment. This has an influence on the recruitment of new (student) members, as well as on the ability of student members to act as a representative.

Conclusion & Action Points

From the point of view of the Dean of Education, the current MSc PC structure can function well for providing valuable contributions to specific topics and the quality control mechanisms of the school in general. The self-evaluation by the MSc PC provides a clear picture and coincides with our conclusions. The action points are therefore very similar and improvements can be made in terms of:

➢ Visibility: Programme Management will create and maintain a website, comparable to that of the Faculty Council, to improve visibility.
➢ Recruitment of new student members: in consultation with the MSc PC a recruitment plan will be drawn up for the start of the next AY.
➢ Representation and connection between student members and their constituency: in consultation with the MSc PC we will try and strengthen the representation
➢ Training: PM will liaise with EUR central about the possibilities of introductory training programmes for members.