ROTTERDAM SCHOOL OF MANAGEMENT
ERASMUS UNIVERSITY

MINUTES MSc PC – 22 MAY 2018

Mandeville, T03-42, 13.00 – 15.00 hours

Present
MS: Maciej Szymanowski (chair, MM)
SB: Sigrid Batenburg-Mudde (PM, minutes)
GH: Gabi Helfert (PM)
FW: Frank Wijen (SM)
DT: Dimitrios Tsekouras (BIM)
LS: Lisa Schulze Egberding (SCM)
GB: Guido Berens (GBS)
DA: Denise Althaus (HRM)
MSp: Marijke Speelberg (GBS)
ML: Marc Liebermeister (OCC)
AR: Anatole Reboul (SE)
AS: Ad Scheepers
DD: Dirk Deichmann (MI)
FD: Felix Dressel (MM)
SZ: Solomon Zori (AFM)
BK: Bas Koene (OCC)
CK: Chyntia Kong (SCM)

Absent
MSh: Meir Shemla (HRM)
AC: Ata Choudhry (AFM)
IB: Isabel Bienert (BIM)
MK: Myles Kuhns (MI)
WH: Wim Hulsink (SE)
GN: Gerald Nuha (FI)
RE: Reinoud van Eerden (SM)
BT: Ben Tims (FI)

Guests:
Carla Dirks - EB
Arnoud Monster – R&A

1. Opening and announcements
The chair welcomes everybody present. Carla Dirks is present to give explanation about two incoming documents and to answer questions about the TER.

Guidelines team assignments – this document is for your information. 60% of the grade should be individually achieved. Free ridership should be prevented. Every student should know that this is a form of fraud. The enclosed team charter can be used.
MS asks how students must learn from this. Do we include this in a syllabus? Next year it will probably be part of TER.
BK: it is difficult to assess/prove free ridership. Carla agrees and explains that the Examination Board look at this on a case-by-case base.
MSp: IBA students know each other when they start a master and they form teams. When they have experienced a good collaboration they are not willing to change teams. FD: A result is that the good teams get better and better and the weaker teams stay weak.

Research team work could be a topic for next year's MSc PC.

Guidelines for examiners – this document is for your information. Examiners are always responsible for grading/assessment. Of course it is possible to have help from non-examiners, but under certain terms. These terms are in this document.

2. Approval of minutes from MSc PC Meeting 26 April 2018
Agenda item 5/Thesis Trajectory: remove 'MS mentions that'.

RSM - a force for positive change

RSM ERASMUS UNIVERSITY

There are no further comments on the minutes and herewith the minutes are approved.

3. Admissions requirements MSc
Arnoud Monster is invited to this meeting to answer questions about admission requirements for MSc students. Arnoud's department takes care of 4500 application per year. For some programme R&A deviates from standard procedure (IM/CEMS and FI-A). Part of the selection process for these programmes is an assessment and/or interview.
For all other programmes applicants need to answer four questions, of which one is motivation. There has be done a lot of academic research and it is difficult to measure motivation of students. Arnoud would like to hear from the MSc PC when they have a feasible solution.

We evaluate academic performance based on grades. The Dutch, German and British grading system is clear. Grading system of other countries is more difficult. That the reason we use the GMAT test, this is to ensure that we get the right students.
Certain backgrounds are checked, do they do well? R&A will have one-on-one meetings with Academic Directors to find out what they expect.

BK: During application students have to answer four open question. When do those answers have impact?
Arnoud explains they glance over the open end questions, they try to detect if the applicant should/could be in the programme. When there are interviews then the questions are read.
BK: For the MSc Business Analytics there will be different streams. How does R&A deviate? Applicants need to indicate the stream that they are interested in, the environment in which they excel.

4. Teaching and Examination Regulations (TER)
In the email was mentioned that MSc PC has the right of approval regarding Articles 1.8, 2.2 and 2.3 of the TER. This has to be: regarding Articles 1.7, 2.2 and 2.3 of the TER.
MS welcomes the complaints part in the TER. Now students know how to act when they have a complaint. The relevant PAC's could play a similar role as the SR in case of complaints regarding MSc courses. This is still under consideration.

The MSc PC has to vote on approval of the TER. Everybody present gives consent. MS will write official letter of consent.

5. Letter 'Need for a legal assistant/secretary'
MS suggest to postpone the vote to next meeting. It is asked who will send the recommendation. This is done by the chair.

6. Monthly update on progress subcommittees
- Quality of education
  - o Recommendation will be in Dropbox before 14 June 2018.
- Communication
  - o Recommendation will be in Dropbox before 14 June 2018.
- Thesis trajectory
  - o Recommendation is in Dropbox. Some of the members already commented on it.
  - o At the moment there is difference in coaching between programmes. Did the subcommittee look at that? What you can expect from a coach is in the guidelines. Students have their own responsibility in making appointments, however in the evaluation

it is asked whether the coach was pro-active in making appointments. Perhaps the evaluation criteria should be changed.
- o Learning goals are not in line with assessment matrix. You cannot link it to an ILO. An ILO is programme related.
- PAC
  - o MSp mentions that the recommendation is in Dropbox, with no comments. So it might have been overlooked.
- Intregration of mission
  - o Recommendation will be in Dropbox before 14 June 2018

Before next meeting everybody needs to read these recommendations as we will need to vote on these recommendations and on the letter 'Need for legal assistant/secretary'.

An annual report would be helpful for new students.

7. Action points and closing
- MS: write official letter of consent on TER
- Member of subcommitees: finalise the recommendations so we can vote for it next meeting.

Next meetings:
21-06-2018, 10.00 hrs