

# Minutes MSc PC – 28 September 2021

Online meeting via Zoom 10:00–12:00 hours

Present	Absent
MS: Maciej Szymanowski (Chair, MM)	JM: Juan Madiedo (MI)
AL: Annelie van der Leelie (Minutes)	SZ: Solomon Zori (MScBA AFM)
FW: Frank Wijen (SM)	AB: Anne Burmeister (HRM)
GB: Guido Berens (GBS)	AS: Ad Scheepers (PM)
EMT: El Mehdi Trifaia (SM)	JMP: Jan Müller-Popkes (MScBA MIM)
LB: Laurens Boeren (MM)	MP: Morteza Pourakbar (SCM)
PC: Philipp Cornelius (BIM)	(MScBA BAM)
FM: Florian Madertoner (FI)	(MScBA BAM)
EJ: Elianne de Jong (HRM)	(MScBA P-MIM)
HD: Hilde Dales (SCM)	(MI)
KK: Korcan Kavusan (MscBA MIM)	
GH: Gabi Helfert (PM)	
CD: Carmen Damen (MScBA AFM)	
YL: Yu Liu (SE)	
ANV: Antje Nikkels van der Veen (FI)	
VM: Viviana Mercuri (SE)	
SL: Simon Lang (GBS)	
RG: Rabia Guney (BIM)	<b>Guests</b>
MB: Marietje Bosma (MScBA P-MIM)	ML: Michel Lander (Dean of Education)

## 1. Opening and announcements

The chair welcomes everybody present.

## 2. Approval of minutes from MSc PC meeting 22 June 2021 – see attachment

1. GB: The expression “higher educational thesis” should be changed to “higher vocational education thesis”.
2. GH: The Dean replied on the topic of the course manual for the thesis that at the moment there is no separate thesis course manual available, but that the thesis is the final work piece in which all intended learning outcomes of the programme should be assessed.

## 3. Introduction of the PC members

- Laurens Boeren: He completed his bachelor at the Erasmus University College and he is representing the MM programme.
- Hilde Dales: She is a board member of the SR and she is representing the SCM programme.
- Elianne de Jong: She studied BSc Psychology and the MSc OCC at the EUR. This year she is studying and representing the HRM programme.
- Guido Berens: Teaches at the GBS programme.
- Yu Liu: Assistant Professor at the Strategic Entrepreneurship department.
- Simon Lang: He has obtained his bachelor’s degree in Frankfurt and he is representing the GBS programme.
- Viviana Mercuri: She studied the MSc Management at the Bocconi University in Milan. She is representing the SE programme.
- Marietje Bosma: Besides the MScBA P-MIM, she is also studying Logistics at the TU Delft. In the MSc PC she is representing the P-MIM programme for the second year.
- Antje Nikkels van der Veen: She completed the BSc Medicine and is representing the FI programme.

- Philipp Cornelius: Teaches at the BIM programme.
- Rabia Guney is representing the BIM programme.
- Michel Lander: Dean of Education of RSM.
- Florian Madertoner: Lecturer at the finance department and he teaches in the bachelor, master and executive education programmes.
- El Mehdi Trifaia is representing the SM programme.
- Carmen Damen: She has obtained her bachelor's degree at the Nyenrode Business University and she is representing the AFM programme.
- Gabi Helfert: Executive Director of the MSc programmes.
- Frank Wijen: Associate Professor at the Strategic Management department.
- Annelie van der Leelie: Secretary of the BSc and MSc PC's.
- Maciej Szymanowski: Chair of the PC. He is representing the MM programme.

#### 4. Introduction regarding rights and responsibility of the MSc PC – Gabi Helfert

The PC is all about quality of education. There are different sources of input and feedback for the quality of education.

1. Student evaluations of teaching on different levels like programme and course level, master and thesis trajectory.
2. Graduate surveys.
3. Annual performance reviews of the faculty and the Academic Directors.
4. Examination Board and Examination Monitor.
5. Accreditations (NVAO, AACSB, EFMD).
6. Rankings

#### Explanation of the different committees

- The MSc PC gives advice to the Dean and Dean of Education about the study programmes. One task of the PC is to approve the TER. It consists of representatives of 13 of the 14 MSc programmes at RSM.
- There is a separate PC for the MSc International Management/CEMS, as this is an 18-month programme with additional requirements and a separate TER.
- The Faculty Council operates for the whole school, not only the educational programmes, but also research and operations. They give advice to the Dean of RSM, also e.g. related to RSM HR policy for employees, campus facilities and parts of the TER. The University Council operates EUR-wide and advises the EUR executive board (*College van Bestuur*).
- The Programme Advisory Committees (PACs) are informal committees for individual RSM MSc programmes. In those PACs the Academic Director and students discuss the suggestions and changes for the programme itself. One of the students is usually also a member of the MSc PC and a link between the committees.

For further information about the presentation see attached slides which are shared with the MSc PC members.

#### 5. PC proceedings and yearly agenda – Maciej Szymanowski

MS: The MSc PC is a body that is both approached by the school for input/ feedback, but also initiates its own input/ feedback. If the PC is approached it is usually a request for advice or consent on the different topics like course changes, course evaluation changes or the TER. After being approached the PC has 8 weeks to respond. There are two types of initiatives: The Programme Committee Priority Issues Programme and Ad-hoc issues. The Programme Committee Priority Issues Programme exists of issues that the committee defines for itself as focal points of action for the entire year. In October/ November, the members scout for important issues in their own programme. It is important that those issues need to be related to the quality of education and they need to be of interest for all the programmes. In November, the PC selects the issues and forms subcommittees to work on those problems. In December/ February the subcommittees present a draft proposal about their issue and in March/ April the subcommittees have their final output. Those outputs can take on different forms, e.g., a report, a presentation, an overview or a recommendation letter. The second initiative of the committee are the Ad-hoc

issues. Those topics need to be submitted to the agenda a week before the meeting. During the meeting there is a procedure in place for how the topics are discussed. It starts with the introduction of the topic, then each member can indicate what the important things are for her or him, and thereafter the committee divides the time on those issues in the ensuing discussion. Lastly, the MSc PC members vote to approve the advice or consent.

## 6. Formation of the subcommittees HOKA, Impact and Online Education Social Interaction subcommittee

MS explains that the subcommittees would be formed based on the new priority issues. However, this year, the work of three subcommittees should be continued, namely the HOKA, Impact and Online Education Social Interaction subcommittees. a) The HOKA subcommittee in collaboration with the HOKA Working Group reflects firstly, on how the money is being spent. Secondly, the subcommittee deals with how the projects are working, b) The Impact subcommittee deals with what the PC has done in the previous academic year and ensures that some of these projects continue to run and c) The Online Education Social Interaction subcommittee will organise student events to stimulate social interaction between students. The committee has already formed the existing subcommittees (see table):

### Overview of the subcommittees

Topics	Members
HOKA	Antje Nikkels van der Veen Laurens Boeren Guido Berens
Impact committee	Rabia Guney El Mehdi Trifaia
Online Education Social interaction	Florian Madetoner Viviana Mercuri Simon Lang Hilde Dales

## 7. Closing remarks

## 8. Action points

What	When	Who
All members should read the draft annual report and Code of order in advance of the next meeting.	By October	All MSc PC members
Scouting of high priority issues for the new subcommittees	By October	All MSc PC members
Introducing the MSc PC and PAC in all the master programmes.	By October	All MSc PC student members

### Next meetings:

28-Oct-21, 10.00h	22-Mar-22, 10.00h
23-Nov-21, 10.00h	26-Apr-22, 10.00h
21-Dec-21, 10.00h	24 -May-22, 10.00h
25-Jan-22, 10.00h	28-Jun-22, 10.00h
22-Feb-22, 10.00h	