

## MINUTES MSc PC – 27 FEBRUARY 2018

Mandeville, T03-42, 13.00 – 15.00 hours

### Present

DT: Dimitrios Tsekouras (chair, BIM)  
GH: Gabi Helfert (PM)  
LS: Lisa Schulze Egberding (SCM)  
FD: Felix Dressel (MM)  
DA: Denise Althaus (HRM)  
MSp: Marijke Speelberg (GBS)  
RE: Reinoud van Eerden (SM)  
IB: Isabel Bienert (BIM)  
SZ: Solomon Zori (AFM)  
AS: Ad Scheepers  
BK: Bas Koene (OCC)  
GN: Gerald Nuha (FI)  
MK: Myles Kuhns (MI)  
WH: Wim Hulsink (SE)  
ML: Marc Liebermeister (OCC)  
AR: Anatole Reboul (SE)

### Absent

MS: Maciej Szymanowski (chair, MM)  
SB: Sigrid Batenburg-Mudde (PM, minutes)  
RK: Roelof Kuik (SCM)  
FW: Frank Wijen (SM)  
BT: Ben Tims (FI)  
DD: Dirk Deichmann (MI)  
GB: Guido Berens (GBS)  
MSh: Meir Shemla (HRM)  
AC: Ata Choudhry (AFM)

### 1. Opening and announcements

There are some announcements:

Accreditation:

- Student reports were well received
- Last step is pending

Updated plan of Analytics Master delivered and endorsed

### 2. Approval of minutes from MSc PC Meeting 25 January 2018

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

### 3. Monthly update on progress subcommittees

#### a. Thesis trajectory

- Identified issues: Co-reader processes, Thesis Manual, Digital platform (update pending), Assessment, etc.
- Meeting with Gabi, Anna and Lucas Meijs from the examination board next week
- First understand how they can change the process
- Best practice from Research Clinic teacher
  - a. TOP system? Careful as it should be more specific for department rather than school-wide
- How to...? Articles for students would be helpful
- Remark for Finance and Investment Master: coaches have too many students

#### b. Quality of education

- Derive from existing course evaluations
  - a. Only 2 or 3 questions are considered
  - b. Low response rate
  - c. Look at existing evaluations
- Other sources to evaluate
  - a. Peer review, alumni etc.
- c. Outside communication
  - Identified organs
  - Find inefficiencies
    - a. More feedback to students PAC  
Ex. Through Facebook groups
  - University Council E-Mail
    - a. No info about what it is they only asked if you want to join -> no clear communication
  - Timing, who, what is in there
    - a. Create checklist
    - b. Feedback loop
    - c. What we discuss in the PC minutes should be updated on the website but it's not
      - i. Maybe on that website could be a quarterly update as well or on sin-online to inform students on what we are doing
- d. Improvement PAC organization
  - Collect all data, response rate
  - Actions:
    - a. Issue: not all students received the Evasys survey (national student survey)
      - i. Still not clear what happened
      - ii. About 10 % did not receive that E-Mail
    - b. Timing
    - c. Reminders
    - d. Active in social media
- e. Integration of mission into teaching
  - Felix, Maciej and ? met
  - Very fruitful discussion
  - Competition by teachers
    - a. How to encourage them?
  - Survey
    - a. One question integrated in normal survey
    - b. Different ones for teachers and students
    - c. Suggestion box
  - Go to AD meeting in May
    - a. Discussion, thoughts
    - b. Positive peer pressure
    - c. Meet with program management and learning and innovation team

- d. It has been brought up in AD and evaluation team by Gabi before and was always positive
- f. Learning facilities - student space: topic dissolved as its university level
  - Examination room as alternative? Gerald will go to the real-estate office

#### **4. Resources of Programme Committee**

- 1) Shared Dropbox Folder
- 2) Bringing back lunch
  - a. For meetings before 3 p.m
  - b. Doodle
  - c. Opt-in Sigrid lunch
- 3) Student Assistant funding
  - a. It is Sigrid's job but if she does not have time we have to come up with something else

#### **5. Discussion on TER**

- What are the changes from the previous years?
- Early reminder that we have to do it
- Will be updated Mid-April

#### **6. How can the PC or the PAC's increase the response in student evaluations of teaching?**

How can PC increase response rate student evaluations:

- Reminders
- Effect evaluations has on course
- Highlight importance
- How the feedback from last year had an impact (told to students by professor)
- Biased after exam, timing
- During class: attendance is low for some classes but still better than current response rate
- Anonymous? Mandatory?
  - \* Pilot: not okay because the career of the teacher is at stake
- Decision-maker: Central EUR, dean of education
- Give incentives
- PAC feedback
- Highlight importance by teacher

Make PAC more formal


- One of them PC
- Elected like the PC members

#### **7. Action points and closing**

Strategic Entrepreneurship info about PC and PAC only 2 weeks ago, related to communication, academic member responsible.

#### **Next meetings:**

- 27-03-2018, 13.00 hrs
- 26-04-2018, 14.00 hrs



22-05-2018, 13.00 hrs

21-06-2018, 10.00 hrs