

Annual Report Board of Studies MSc CME 1/9/2022 – 31/8/2023

Faculty CEG, TPM & ABE, Delft University of Technology

This annual report of the Board of Studies MSc Construction Management and Engineering (CME) provides an overview of the actions of the Board during the academic year 2022-2023. This review serves to inform people and bodies within Delft University of Technology concerned with the CME programme about the status of recent and ongoing items within the CME Board. This document also gives new members of the CME programme insight into recent and ongoing items, and it supports the progress of actions in the coming year.

The CME Board of Studies is a committee that actively, and in a constructive-critical manner, works to ensure the highest quality of education in the CME programme. The Board favours an informal working method to fulfil all these responsibilities. In doing so, it regularly and openly interacts with CME teachers, students, the Board of Examiners and the management team for CME. This approach leads to productive sessions and solutions to problems that are carried by all.

The Board consists of 6 members: 3 staff members and 3 student members. In 2022-2023 the Board consisted of:

Dr. F.A.M. Hobma, LL.M.	staff member and chair (ABE)	
Dr. M. Leijten	staff member (TPM)	
Dr. E.J. Houwing	staff member (CEG)	
Faïsha Werners	student member	since October 2022
Krysanthi Kazaklari	student member	Since April 2023
Adinda Jongkind	student member	Since April 2023
Willemijn van der Meer	student member	Until April 2023
Ekavi Chalazia	student member	Until April 2023

The Board of Studies was supported by the Secretary to the Board, Richard Beugeling (Programme Coordinator CME) since December 2022. Before that, Wilma van der Kooij (ESA-CEG) supported the Board of Studies temporarily in the Fall of 2022.

In 2022-2023, the Board had eight meetings.

The CME Board of Studies has performed its lawful roles and responsibilities:

- Provide advice on the establishment of the Teaching and Education Regulations (TER) and Annex
- Assess the implementation of the TER
- Provide advice – solicited and unsolicited – to the Dean, the Director of Education and the Director of Studies concerning the programme and all associated teaching-related affairs.

Working Method

The Board of Studies CME (2022-2023) utilized a fairly informal working method throughout the year. Indicative of this is the near permanent involvement of Jeroen Hoving (Director of Studies CME) in the

Board meetings and the direct discussions that can take place between the board and the management of the CME programme. This results in a very productive and transparent environment where both staff and students can be directly involved with the quality of the programme and can connect in an informal setting to maximize efficiency.

Important items 2022-2023

In 2022-2023, the Board of Studies focussed on the CME programme and the quality of education.

Table of contents

1. CME Programme
 - a. CME Curriculum
 - b. Q5/Elective Space
 - c. Advise on TER
2. Quality of Education
 - a. Course Evaluations
 - b. Other involvement

Focus Board of Studies 2022-2023:

Future of the second year courses, especially Q5. University is also making changes, will influence the programme: 15 EC in Q5 that students can decide how to obtain these EC. This will limit the option of doing in-depth electives. New CE/AES/ENV programmes have all the electives in Q5.

CME Programme

1.a CME Curriculum

During the academic year 2022-2023 various old CIE-courses continued under new CME course codes. Although some feedback was provided during the evaluations for these courses, no significant other changes were needed. Instead, during 2022-2023 various changes in the curriculum for the next year were aimed at the ease of study, balancing the workload and making the quarters more uniform. This is in line with the faculty-wide movement towards 'blocks' of 5 EC.

The following courses were affected by these changes:

- CME4000 Project management 5 EC (reduced by 1 EC)
- CME4120 Information Systems for the Construction Industry 5 EC (increased by 1 EC)
- CME2201 Dynamic Control of Projects 5 EC (increased by 1 EC)
- CME4500 Engineering Systems Optimisation 5 EC (increased by 1 EC)
- CME4600 Leadership and Strategic Management 5 EC (increased by 1 EC)

1.b Q5/Elective Space

Earlier in the year the Board of Studies also reviewed, and offered suggestions to, the faculty action plan for changes to the Q5 space in all the curricula, which primarily concerned the election space and interdisciplinary projects. This is part of a TU-wide process to generalize all the master programmes and, again, increase the uniformity. Since this process is not yet finalized, it will continue to be of importance in the coming years.

Later in the year, the exact range of the elective choices was considered and reviewed. This highlighted the importance of standards in approving the exam programmes for students and checking potential overlapping learning goals.

1.b Advise on TER

The Teaching and Examination Regulations (TER) 2023-2024 were discussed during the meetings of May and June. Feedback for the draft version was submitted earlier in the year already, in February, but this contained mostly textual improvements. For the draft version presented in May, the Board of Studies found no major issues in the text and, once again, mostly textual improvements were suggested.

The Board did however note the importance of a course enrollment registration system for the education that's provided by the Civil Engineering & Geosciences Faculty. Currently, no such system is in place, which makes it hard to effectively prepare exams and courses. The regulations in the TER, article 13 concerning the registration for exams, for instance are affected by this current flaw. This issue was raised with the Director of Studies for CME to investigate possible solutions.

The Annex to the TER was discussed and reviewed in June without any notable issues. Both the TER and Annex were approved by the Board of Studies after minor updates to both texts.

Quality of Education

2.a Course Evaluations

The CME dispute evaluates courses based on discussions and queries with CME students. The commissioner of internal affairs organises meetings with all the involved responsible lecturers after each educational period. The results of these quarterly evaluations are shared with the Board of Studies throughout the year. In the year 2022-2023 the quarters 1 to 3 were discussed, while Q4 will be discussed in the next academic year due to the summer holidays.

All of the evaluations were largely positive though throughout the year issues related to the staff capacity of the CME courses were raised. The Board of Studies discussed this topic with the Director of Studies and the Dispute to offer suggestions on how best to tackle these problems, especially in the context of expected prolonged staff capacity issues. The use of TA's was considered, for instance, as well as options to improve communication between staff and students during the capacity challenges.

2.b Other involvement

The Board of Studies was also involved in various other projects and engaged in a proactive manner to monitor the educational quality of the CME program. The digitalization of the graduation process was considered for instance and, through cooperation with the Director of Studies, the Board was periodically updated on the progress here. Since this project is not yet finalized in 2022-2023, this topic will likely be recurring the next academic year.

Key topics here were the discussing of signals by students concerning the checking period for exams and the graduation process (GoGrad).

Actions for 2023-2024

In 2023-2024 the CME Board of Studies will focus on:

- Planned revisions to the CME curriculum due to changes in staffing for the E&S graduation domain.
- Q5 and the elective space will remain a focus point this year as well as currently Q5 is underway for the 2022-2023 cohort. The BoS will closely monitor the upcoming evaluations.