



**TU Delft**

**Final Annual Report 2023-2024**

**MSc's Board of Studies**

**MSc CoSEM**

**MSc EPA**

**MSc MOT**

**Faculty of Technology, Policy and Management,  
TU Delft**

Version: 21/10/2024. Approved at the General BoS meeting of 5 November 2024.

# 1 Introduction

This document presents a report on the activities of the Board of Studies (BoS) for the MSc programs during the 2023-2024 academic year. The BoS for the MSc programmes at the Faculty of Technology, Policy, and Management (TPM) is composed of both staff and student representatives from the faculty's three MSc programs: Complex Systems Engineering and Management (CoSEM), Engineering and Policy Analysis (EPA), and Management of Technology (MoT).

The primary role of the BoS is to provide both solicited and unsolicited advice regarding the quality of education within these master's programmes. This advice is directed to key figures within the faculty, including the dean, the Director of Education, and the Directors of Studies. The BoS's recommendations carry significant weight as they reflect a unified perspective from both students and staff members, ensuring that diverse viewpoints are considered in decision-making processes.

Furthermore, the BoS is recognised as a formal committee under Dutch law, which underscores the importance of its role in the governance of educational quality within the faculty. For a detailed overview of the formal responsibilities and tasks assigned to the BoS, please refer to *Annex 1: Formal Tasks of the Board*.

## 2 Meetings and Formal Proceedings Addressed

During the academic year, the Board of Studies (BoS) for the MSc programme comprises six staff members and six student representatives. Additionally, standing invitations are extended to the Directors of Studies, the TPM Educational Advisor, the Commissioner of Master Education from Curius (the student association of TPM), and a representative from the Faculty Student Council (FSC) to attend all BoS MSc meetings. For a detailed list of all members and attendees for the 2023-2024 academic year, please refer to *Annex 2: List of Members and Attendees at BoS Meetings 2023-2024*.

At the first meeting on October 31, 2023, Geerten van de Kaa was re-elected as chair, with CoSEM student Allegra Melli appointed as vice-chair. The role of minutes taker for the academic year was assigned to CoSEM student Sibel Gökbekir. Over the course of the academic year, the BoS MSc convened five times on the following dates: October 31, 2023; December 12, 2023; March 5, 2024; April 25, 2024; and June 27, 2024. The meetings were conducted in a hybrid format, allowing members to participate both remotely and on campus.

# 3 Main Activities 2023-2024 – Discussions & Recommendations

## October 31, 2023

- ChatGPT: TPM guidelines for lecturers - approved by the Board of Examiners – were presented by Angeniet Kam during the meeting. Besides these formal guidelines, there also had been shared a document with guidelines for students.
- The Board discussed about the regulation of the visibility of Board Members' names on the TU Delft website, taking into account the recent controversy surrounding incidents at Erasmus University.

## December 12, 2023

- The Board confirmed that the visibility of Board Members' names on the TU Delft website is in accordance with the university's policy, ensuring transparency and accessibility: <https://www.tudelft.nl/studenten/faculteiten/tbm-studentenportal/organisatie/onderwijscommissies/opleidingscommissie>
- The Evaluation of the Brightspace Tool Project, particularly its timeline and current state of affairs, was discussed, with a follow-up evaluation meeting scheduled for December 21, 2023, which involves central project leaders and various TPM stakeholders (including Wendela Louwerse-Houtzager)
- A significant portion of the meeting focused on discussing the ongoing revision of the TPM Assessment Policy by Lisa van Heest. The primary objectives include transparent assessment procedures, consistency across the faculty, and quality assurance. Each BoS subgroup was tasked with reviewing and providing feedback on the policy.
- Guest Nikos Pachos-Fokialis. The meeting also included a presentation and discussion on the thesis project process. Key points included the establishment of a minimum number of formal meetings between thesis supervisors and students, the roles and responsibilities of supervisors, and addressing match-making issues between students and thesis supervisors. A new "portal-based" process for supervisor-student matchmaking was introduced, with emphasis on improving the timeline and allocation of projects.
- The FSC student survey highlighted important issues such as including the need for improved awareness and support institutions for addressing study-related concerns, the quality of Teaching Assistants, and the importance of inclusion and diversity in the educational experience.

## March 5, 2024

- Plans were discussed for redesigning various rooms at the TPM faculty to accommodate broader uses, such as project group work. A TPM workgroup is collaborating with TUD support on this project, and the final document will be shared with the Board once ready (expected 2024-2025).
- The Board reflected on the challenges related to digital assessments at TU Delft, particularly the lack of adequate space for individual digital assessments. A TUD workgroup is preparing a document to address this issue, and the ongoing work on the TPM assessment policy was also highlighted.
- The meeting included a discussion on the midterm ITK review, which occurs every six years as part of TU Delft's institutional audit process. This midterm review is intended to collect points for improvement and better prepare for the formal ITK scheduled for 2025.
- New ideas for the MSc CoSEM programme, particularly regarding the bridging program, were discussed. The bridging program will become standard for all 'HBO' students, and Assistant Professors who meet certain criteria can now chair MSc thesis committees. This process is expected to be streamlined before the start of thesis projects this year.



- Guest speaker Zenlin Roosenboom-Kwee presented an overview of the master's electives, particularly noting that CoSEM electives are track-specific. The meeting also touched on the development of new electives related to Water and AI and the broader theme of synchronising courses across faculties to foster interdisciplinary cooperation.

## **April, 2024**

- Guest Neelke Doorn (Director of Education). Discussions are underway for expanding TU Delft to Rotterdam and the Hague, focusing on themes like Health & Tech, Energy & Climate, and Resilient Living Environments. No immediate impact is expected on existing MSc programs.
- Regarding social safety, issues about a polarised atmosphere, power dynamics, and "macho nerd culture" were discussed. A separate meeting on social safety with Neelke and student members of the BoS and FSC was proposed.
- To address the shortage of thesis chairs, experienced assistant professors may be appointed as chairs, helping students secure supervision more easily.
- Plans for renovating TPM educational spaces are underway, with completion expected by summer 2025.
- The recent government report on social safety will be discussed in an upcoming meeting.

## **June 27, 2024**

- The continued concerns about AI-related challenges are discussed, including detection, GDPR compliance, and sustainability. Emphasis on responsible AI use, learning new skills like prompt engineering, and ongoing research into AI's role in education.
- Guests Irene Grossman and Kateřina Staňková. A new health track was introduced, designed for the MSc Complex Systems Engineering & Management programme. The track will focus on socio-technical challenges in healthcare and will provide students the tools with systems science methods.
- There was a follow-up on the topic of social safety. The Board discussed the urgency of addressing social safety concerns, with a deadline for the executive board to respond.
- The BoS subgroup MSc's Teaching and Examination Regulations 2024-2025 shared an update of their main findings and recommendations on the draft document. After June 27 – summer 2024- the TER 2024-2025 is approved by the BoS (via E-mail).

## **4 Annex 1: Formal Tasks of the Board**

The tasks of the Board of Studies are described in the Higher Education and Research Act (WHW, Article 9.18). These tasks are:

1. To exercise its right of approval of the Teaching and Examination Regulations (TER) of each of the three MSc programs of the faculty insofar as these regulations concern: (a) the way in which the teaching in the program is evaluated, (b) the contents of the program, (c) the final attainment levels of the program, (d) the organization of practical exercises, insofar as necessary, (e) the study load of the program and of its components, (f) the assessment of whether the program exceeds a size of 60 EC, and (g) the way students are selected for the tracks of the program, insofar as the program has tracks.
2. To advise on the TER concerning all remaining aspects.
3. To annually assess how the TER has been implemented.
4. To advise the Program Directors of the three MSc programs and the Dean on all matters that concern the teaching in the three MSc programs.

## 5 Annex 2: List of Members and Attendees at BoS Meetings 2023-2024

### Staff Members

Name	
Geerten van de Kaa (Chair)	MOT Teacher
Laurens Rook	MOT Teacher
Jill Slinger	EPA Teacher
Trivik Verma	EPA Teacher
Stefan Pfenninger-Lee	CoSEM Teacher
BinBin Pearce	CoSEM Teacher

### Student Members

Name	
Mrunmayee Londhe	MOT Student, Second Year
Babette Jacobs	MOT Student, First Year
Nelene Augustinus	EPA Student, First Year
Floris van der Heijde	EPA Student, Second Year
Allegra Melli (Vice Chair)	CoSEM Student, First Year
Sibel Gokbekir (Minute-Taker)	CoSEM Student, Second Year

### Regular Attendees

Name	
Haiko van der Voort	EPA Director of Studies
Özge Okur	EPA Programme Manager
Geertje Bekebrede	CoSEM Director of Studies
Sander Smit	MOT Director of Studies
Sanne Proosdij	Curius, Commissioner Master Education
Julia Garcia Fernandez	FSC Representative
Anggi Anggi Paramitha Siregar	FSC, MoT
Darsh Modi	FSC, MOT
Wendela Louwerse-Houtzager	Educational Advisor

## Occasional Attendees

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Name	
Neelke Doorn	Director of Education
Angeniet Kam	ITAV, Chair of the TPM ChatGPT Workgroup
Casper van Eijden	MSc EPA Commissioner of Education of Dentatus
Nikos Pachos-Fokialis	Graduation Coordinator
Javier Trescoli Garcia	FSC, MSc Industriel Ecology
Kateřina Stařková	TPM lecturer and designer of the new Health Track
Irene Grossman	TPM lecturer and designer of the new Health Track





