

Minutes – UCM Management Team Meeting

22.11.2018

Minutes/Announcements

Compliments from the Executive Board on Najaarsoverleg

Take notice;

UCM has received compliments for documents that Nicolai and Wolfgang compiled and sent to the Executive Board regarding the current standing of UCM. This document regarded finances amongst other things

Incoming mail; -

There are no incoming mails.

Minutes

The minutes were not received from the 1st of November, Nicolai notices that he did not see them in his email. We will review both minutes next MT meeting.

Policy

Update MSLAS Project by Carola and Nicolai

Take notice;

Carola and Nicolai are still having interviews with the staff. The advice will not be ready before Christmas because of the accreditation report that will only be available in January. A preliminary report could be asked sooner which Carola will look into.

At the moment, there is no preferred scenario. The details and pros and cons of each need to be analysed. It has been found that the scenario of UCM being under the executive board is not illegal but not very easy to set up. Under that scenario, UCM would be under a teaching institute, as is the current structure of UCU. Ruben adds that the option that is decided upon is the one that can properly guarantee the longevity of the priorities set by the institution.

Capstone Update by Judith

Take notice;

Peter is present to discuss the capstone update. There has been progress from students in presenting the methodologies of their capstones, compared to previous years. Feedback on the procedure from students and teachers is still required. Peter highlights that it is normal for

first and second graders to disagree slightly. However, the important thing is that the process of reaching that point is completely transparent and handed correctly.

Ruben asks what the development of the Research Methods Center is. Jeroen is gathering feedback from students for further involvement in curriculum. He is involved in various other things so a feasible arrangement is being discussed and will be arranged for Spring 2019.

Regarding Graduation, postponing the ceremony from a week looks like the best scenario. The third scenario was not feasible and least appreciated by the Social Board. It is believed that students prefer giving their very best for their capstone and thus have enough time to do so rather than handing it in earlier. Students also seemed to travel and bond together for the last time in between the end of academics and Graduation. For the ceremony, the important matter is to notify parents and students on time because of travelling organization and Andre Rieu's concert. Judith will check the availability of hotels with VVV during that time to get an idea on the how full hotels might be. Once the final date has been settled, the location, specific time will be decided.

Outsourcing invigilation exams

Take notice;

Regarding the notice sent by Mark, Nicolai also recognises that this is something that is being imposed top-down. The major problem that is recognised is that lecture halls are not a suitable location to hold exams as students are too close to each other and must disturb each other if they are finished with their exam sooner. Another major problem is student to invigilator ratio and the established relationship that students may have with invigilators. Financial and logistical capabilities must be first investigated (using the MECC, desirability of using the MECC, outsourcing invigilators and general policy regarding standards). This will be discussed further next MT.

Research

There is no update on Research.

MSLAS

There is no update on MSLAS.

Curriculum

Wolfgang announces that they are in process of organising two curriculum dialogues. Furthermore, students are meeting their Academic Advisor at the moment. It has been noticed that some external coordinator could possibly ask for external support which would then require extra hiring. Wolfgang hopes to gather more information on that before Christmas when course registration is in.

Last week, the Academic Council, in collaboration with the head of academic advising, organised an Academic Fair to get some tips and feedback from students with the same academic focus. It is proposed to organise such a fair every semester. Wolfgang would like to push this idea even further to also have a two way communication between staff and students to get their input on courses. Furthermore, the fair is a great opportunity for new courses and low attended courses to be promoted.

Regarding Academic Skills, a meeting was held with the relevant staff to discuss the feedback received from students. The overall score of the course is low and the time spent on the course was very high. Alice and Wilfred will organise a focus group to get more input on the course and for reevaluation. Because of the high time spent on this course, the matter of changing the policy regarding skill courses is raised but needs further analysis.

Student representation

Students are appreciating the new Marble project. Furthermore, there is a higher culture for feedback (inspection hours) around students because of advice some received from other students.

Regarding committees, there seems to be a lack of motivation from some committees which results in rescheduling some events and difficulties in finding board members. Furthermore, Universalis has been struggling on small issues such as the lock on the door as well as the emails. In the future, Universalis will probably get university emails.

Miscellaneous

Nicolai raises the matter of the Student Forum Maastricht. UCM has been asked for contribution however more information is needed before providing any money. It has been decided to not put this matter on the next MT agenda & they will be referred to the central level.

Wolfgang mentions that his PhD defence will be held at UCM on the 18th December.