

Minutes MSc PC – 30 November 2023

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

Present	Absent
MS: Maciej Szymanowski (Chair, MM, BAM)	CS: Claus Schmitt (FI)
AL: Annelie van der Leelie (Minutes)	MS: Maartje Schouten (POC)
GH: Gabi Helfert (PM)	MK: Michelle Kossoi (MM)
BS: Bianca Stoiciu (MI)	AS: Ad Scheepers (PM)
GB: Guido Berens (GBS)	KB: Kathrin Borner (MI, MBI)
SZ: Solomon Zori (MScBA AFM)	YL: Yu Liu (SE)
BB: Bas Bogers (MScBA BAM)	(MScBA pMiM)
FM: Felix Mayer (SE)	EB: Emanuel Ubert (SM)
MC: Marta Cazzamalli (POC)	
KR: Kristupas Radzvila (SCM)	
TC: Teodora Comanescu (GBS)	
LL: Larissa de Liedekerke (MSc MBI)	
FH: Felicitas Huffer (SM)	
IH: Ian Hermes (MScBA MiM)	
KK: Korcan Kavusan (MscBA MIM)	
NN: Nargiz Najaf (BIM)	
NZ: Nadine Ziegengeist (FI)	
AN: Anna Nikulina (SCM)	
SET: Shinouk Ettema (MScBA P-MIM)	
DB: Daiana Botezatu (MScBA AFM)	
PBC: Philipp Cornelius (BIM)	

1. Opening and announcements

The chair welcomes everybody present.

Opening announcements

- 1) MS: RSM organised a sustainability discussion to take the next step in sustainability or mission efforts within RSM. The following topics were discussed: a) Introducing carbon budget for e.g., individual faculty or departments thus employees are role models in sustainability and not just teaching about it, b) How to collaborate more with the external world on sustainability and c) From students' perspective students choose a study at RSM based on the sustainability claim. However, there are very few sustainability topics in the bachelor's year 1 programme while there are slightly more in BA 2. Therefore, it would be better if RSM integrated more sustainability into the core courses because combining business and sustainability saves time as the topics no longer need to be discussed separately.

2. Approval of minutes from MSc PC meeting 13 October 2023—see attachment.

The minutes were approved.

3. Review of the PC activity 2022/2023

MS updated the Committee on the PC activities in 2022/2023.

- 1) The final output of the subcommittees is usually in May or June, but that is the same period when many members leave the Committee, so little is done with the output. Therefore, two years ago, the PC established a subcommittee to investigate within RSM whether the recommendations of the subcommittees were being done but this subcommittee received little cooperation within the school. Hence, it would be better for this year if each subcommittee checked what was done with the previous year's recommendations on different topics. In addition, an email was sent to the Dean asking him to reply to the subcommittees' recommendations and last year's advice letters.
- 2) Programme Practice Relevant Assessment Subcommittee: Programmatic assessment is the process by which knowledge is assessed and tested in a multitude of ways over the prolonged period. In the previous academic year, the programmatic assessment method was implemented in the MSc POC programme and the MSc SE and MSc SM programmes are working on the implementing programmatic assessment education. The subcommittee's output is a review of the implementation of programmatic assessment in the POC programme. The main issues yet to be addressed in the master are a) Teaching and coaching capacity and b) AI interferes with relying on student essays.
- 3) The Thesis Subcommittee found that students would like to have a) More feedback and b) More coordination or alignment between master programmes. This would be difficult to implement because a) it's a labour-intensive process and b) Programmes have different thesis implementations. However, there is a research education platform tool which students can use for the thesis. In addition, the result of the Thesis Subcommittee's student questionnaire indicates that the communication and the thesis trajectory went well.
- 4) The Course Evaluation Subcommittee: In the report, the subcommittee indicated how the course evaluations should be and that it should serve RSM, students and the society because they provide the incentive structure, so that it has an indirect impact and channels our effort in certain direction. Moreover, there runs a process to improve the course evaluation and use other evaluation methods, for example peer-review and pedagogical experts.
- 5) The Diversity & Inclusion Subcommittee focused on the diversity of the faculty, cases and guest lectures.
- 6) The Onboarding Subcommittee recommendation to the HR department is to create a one-page document for department chairs which contains all the onboarding information.
- 7) The Open Education Subcommittee advises creating a platform where companies could find collaboration within RSM for e.g., guest lectures, company project or consulting. The current Open Education Subcommittee is still shaping the topic for this year and is waiting on the response of last year's advice.
- 8) In the previous years the HOKA Subcommittee was established to give feedback on HOKA projects. However, last year, the HOKA Subcommittee was no longer necessary because many HOKA projects are running. Therefore, there is no output from this subcommittee in the annual report.

Comments of the Committee:

- 1) GH: In the email to the Dean, there was no specific request to reply to the subcommittee's outputs. Therefore, it would be better to indicate to the Dean the PC would like to have a response to the subcommittees output.
- 2) GB: The Thesis Subcommittee student questionnaire is biased because a) Not all master programmes are represented and b) The issues raised are very programme specific.
- 3) GH: In the course evaluation process GH isn't sure whether departments actually follow the recommendation to have periodic peer-reviews and expert reviews for teachers. She suggests that a new task force on course evaluations should be established under the lead of Policy Advisor Ad Scheepers to look at the subcommittee's recommendations and determine what the next step will be.
- 4) GH: For the Onboarding Subcommittee, GH suggests contacting Barry van der Hoeven from the HR department to ask whether he could develop an RSM-wide checklist of what should be done during the faculty onboarding process.
- 5) MS: For the Open Education Subcommittee, it would be an idea to organise an event for students, alumni, and companies to strengthen collaboration.
- 6) MS: Regarding the HOKA, it would be good if the PC to know how the HOKA projects are going. Therefore, it would be a good idea to invite Alex Baanen to represent the HOKA report to the MSc PC.

4. Formation subcommittees

- 1) AI in Education Subcommittee: During the first subcommittee meeting, the Committee decided that they would like to focus on smaller subtopics and form subcommittees in the subcommittee to work on. In addition, the subcommittee is distributing tasks between the members to investigate which topics about AI in education are important topics. Topics that are being researched are a) A states quo analysis, what is the university currently doing with AI? what should be improved? b) Which parts of AI does the subcommittee have an impact on? c) What are the students and teachers' perspectives on AI? and d) What does AI mean in education. The subcommittee will decide in the next meeting which topics they would like to work on this academic year.
- 2) Course Evaluation Subcommittee: During the first subcommittee meeting, CS gave an update on what the previous Course Evaluation Subcommittee did and how the current committee can build on that. Topics the subcommittee would like to work on are a) Low response rate, b) Improving student feedback to teachers, c) Creating a course evaluation alumni database and d) Changing the timing of the course evaluations.
- 3) Diversity & Social Safety Subcommittee: The subcommittee is inventorying of what is happening within RSM in terms of diversity and inclusion. In addition, the subcommittee sees a gap in the data from last year's Diversity & Inclusion Subcommittee and therefore the current subcommittee would like to make the output more comprehensive.
- 4) The Open Education Subcommittee would like to work on to collaborate with the Career Preparation Subcommittee on certain aspects if the Open Education Subcommittee knows which topics, they want to focus on to avoid duplication or asking the same questions. Moreover, the subcommittee would like to know the Dean's response on the previous year Open Education Subcommittee proposal.
- 5) Career Preparation Subcommittee: The subcommittee is inventorying what career advice already exist on within RSM. There is a general platform where students can communicate with alumni. However, the Committee would like to focus on increasing the alumni and company network to improve communication between them and students. Next steps are a) To look at other universities where the alumni network is better utilised and b) To integrate the alumni network into the programmes. The MSc POC programme is leading the way in this regard.

Comments of the Committee:

AI in Education Subcommittee

- 1) MS: Currently, there are two trainings for thesis coaches about AI. In the workshop, AI was used a) Correctly as a research tool and b) To cheat. The result showed that AI isn't yet capable of writing a very good thesis.
- 2) SZ: The AI tool isn't yet working for the MSc BA AFM programme because the tool provides the wrong answers.

Course Evaluation Subcommittee

- 3) MS: It's difficult to rely on alumni course evaluations because their knowledge of their jobs and practices need not match the future jobs and practical experiences of current students. Therefore, it would be better to organise a conference per master programme between alumni, students and faculty in which alumni give information about their practice experience, students learn about their future and faculty know what has happened in the industry and could adapt the education to it. However, a conference is difficult because companies have their own perspective on the industry and which requirements employees should have.
- 4) KR: It would be better if RSM clarifies what happens to student feedback because it's important to students know why they should give feedback.
- 5) SZ: In course evaluations, it would be useful if a) lecturers could immediately adjust the course in response to student feedback, thus students see that something is being done with their feedback on the course evaluation and b) Faculty should emphasise that student feedback will be used to improve the course in the next academic year.
- 6) FM: Response rates will increase and the quality of student feedback will improve if students know that they

also benefit from the course evaluations.

- 7) FH: It would be good if RSM indicates to students that improving the course evaluations keeps the school's reputation high, as this is also important to alumni because if RSM's reputation remains high, it's easier for alumni to get jobs.

Diversity & Social Safety Subcommittee

- 8) MS: Diversity and inclusion is a broad topic. Therefore, it would be better for the subcommittee to find out which diversity and inclusion topics are important to them. Thereby, the subcommittee could look at which diversity and inclusion topics are currently important to RSM.
- 9) SZ: It will be better if the subcommittee will get an overview of RSM's current important diversity and inclusion topics. Then the subcommittee should decide on which topics they would like to focus on.
- 10) GH: The Inclusion Diversity Equity and Accessible steering Committee and the Education Working Group have collected data which the subcommittee could help to create an overview of the current important diversity and inclusion topics at RSM. In addition, there are already initiatives to increase the inclusion at the school.

Career Preparation Subcommittee

- 11) AN: It would be good for the subcommittee to contact RSM's Alumni Relation Office, as this department has the knowledge, data and the recourses that the Committee needs.

5. Closing remarks

6. Action points

What	When	Who
MS and AI will write a follow-up email to the Dean about the previous year subcommittee outputs.	By December	Annelie van der Leelie Maciej Szymanowski
AL and GB will draft an email about the Onboarding Subcommittee recommendations for the HR department	By December	Annelie van der Leelie Guido Berens
AL will invite Alex Baanen to present the HOKA report	By December	Annelie van der Leelie

Next meetings:

21-Dec-23, 13.30h 18-Apr-24, 09.30h
25-Jan-24, 09.30h 16-May-24, 09.30h
29-Feb-24, 09.30h 13-Jun-24, 09.30h
21-Mar-24, 10.00h