Minutes of the Inter-university meeting UGent/VUB Master of Science in Biomedical Engineering –March 5th 2015

Location: Campus Etterbeek, Brussels

Present:

Excused : Dirk Verellen, Roel Van Holen, Klaus Bacher, Nico Buls, Peter Dubruel, Pieter Rombouts, Stefaan Vandenberghe, Pascal Verdonck, Johan Decruyenaere, Renaat Peleman,

(advisory board): Falk Beerten, Maarten De Vleeschouwer, An Fremout, Peter Dierickx

Agenda :

1. Formal approval of the minutes of the meeting of Oct 24th, 2014
2. Announcements
3. Individual student affairs
4. Programme changes
5. Internships
6. Master theses
7. Student events
8. Accreditation - visitation
9. Formal and informal student review of the MSc in Biomedical Engineering
10. Screening of international students in the Msc of Biomedical Engineering
11. Action points – new specialisation tracks
12. Varia and roundtable

1. Formal approval of the minutes of the meeting of Oct 24th, 2014

2. Announcements

2.1. Composition of the advisory board

Jos Haverals (Cochlear) will be replaced by Pauline Vandenbroecke (with Carl Van Himbeeck as replacement)

2.2. Language certification

All lecturers involved in English taught courses should have the C1 certificate to be allowed to teach in English. Press communications on the topic remains confusing.

2.3. Erasmus Mundus
The Erasmus Mundus programme as such no longer exists, but the consortium will continue its activities and sustain the educational collaboration. This means that the International MSc will continue to exist in its current form. Intake interviews have been taken in February. There were about 45 candidates (which is, obviously, much less than the 200+ applicants we had when there was still the possibility to get EM scholarships).

2.4. Programme changes 2015-2016 (decided during the previous meeting)

UGent FEA administration has formulated some questions regarding some of the proposed changes. The most important comment involves the organisation of the new course “Health Care Organization and Informatics”. It is (i) insufficiently motivated why the two courses (Health Care and Hospital Organization and Medical Informatics) needed merging and were not simply remedied independently and (b) not clear what the impact is on minor programmes where the old courses were part of.

Our answer:

a. The major problem that obstructs to simply offer two courses is the fact the volume of the partim “Health Care Organization” does not represent 3 credits, but rather 2. Possible solutions:

(i) Split again into two courses of each 3 credits, but extend part at UGent with some modules (equivalent of 1 credit) provided by VUB (and with co-lecturer from VUB)

(ii) Keep merged course, but move to one semester.

(iii) Maintain proposal with better motivation

b. “The former 3 credit course “Health Care and Hospital Organisation” was part of the minor biosystems that still exists in some engineering master programmes, where students had the chance to select 18 credits from a package of 7 courses representing 33 credits. The OCmaBIT advises to remove “Health Care and Hospital Organisation” from the minor course list. The students still have more than enough chance to compose a minor with a set of courses reflecting the various subdisciplines of biomedical engineering.
2.5. Course specifications (studiefiches)

Lecturers have until April 17\textsuperscript{th} (UGent deadline) to update the course specifications (studiefiches) in Oasis (UGent). Important will be the structure and contents of the competences to be achieved by the students at the end of the course:

- \textit{structure}: each competence will have to be put in one single text frame (instead of all competences together in one single frame). This will be important for the automation of linking course competences to competences at programme and domain level.

It is advised to limit the number of competences per course.

3. Individual student affairs

3.1. Hussein Dumirieh

Hussein Dumirieh is a student in the EM programme who studied in Groningen in year 1 and registered at UGent in 2014-2015 for year 2 in the specialization “Medical Imaging and Radiation Physics”. It has become apparent, however, that Hussein did not meet the criteria to start the 2\textsuperscript{nd} year in Gent (he did not pass for an internship in Groningen) and should therefore never have been allowed to start in Gent. In addition, problems with progress in the master thesis have been reported. In order to find a solution for this difficult problem, it has been decided that Hussein has to return to Groningen for the 2\textsuperscript{nd} year, but that he could continue the courses that he had started in Gent and try to earn credits to take to Groningen. As he failed several exams in January, we are seeking for the best possible solution for Hussein in collaboration with the study councillor in Groningen.

3.2. Valerie Lucq – Maureen Van Hevele – William Vynckier

We had 4 students on Erasmus exchange in Lausanne this year. The original plan was that students would spend the 1\textsuperscript{st} semester at the EPFL. Three of the four students expressed their desire to continue their studies at the EPFL, and thus to prolong their exchange to one year. This was exceptionally possible because of an existing bilateral agreement with a colleague from UGent that was not fully occupied, and has been approved. All 3 students have their master thesis at UGent; two of them (VL and MVH) decided to postpone handing in the thesis to January 2016 and thus plan to graduate in February 2016.

4. Programme changes

4.1. Biomedical acoustics

Biomedical acoustics is an elective course in the MSc in Applied Physics. There is the question whether the course can also be explicitly listed as a recommended elective course in the MSc in Biomedical Engineering. Course specifications are provided in appendix 1.
4.2. Language courses

Language courses are no longer accepted in curricula of Erasmus Mundus students. We had the option to select a language course in our EM programme in year 1; this option will no longer exist from 2015-2016 on.

4.3 Co- and pre-requisites

Assessment whether we are still OK with all co- and pre-requisites for our courses. VUB admin is quite strict in the implementation of these rules and potential impact of the curriculum of our students.

5. Internships

Several of our advisory board members will offer internships for our students, which is greatly appreciated. Internships will be offered by a.o. Materialise, Cochlear, HiCT, Terumo, Televic. Several students also informed about the possibilities of doing an internship in hospital environment. Prof. Pascal Verdonck is contact for AZ Maria Middelares; it would be best to also have a contact person for UZ Gent and AZ VUB?

6. Master theses

- @UGent: master thesis topics to be registerd in Plato until March 6th

- topic(s) presented by Cochlear: - promoter issue solved (Pieter Rombouts/Johan Stiens)

7. Student events

7.1. Medica

Feedback from students

7.2. National Day on Biomedical Engineering

Feedback from participants and students

7.3. Biomedical Industry Day – March 23rd

Update by Charlotte Debbaut.
8. Accreditation - visitation

8.1. University policies

The visitation system at the level of the individual programmes no longer exists, and will be replaced by institutional reviews, the first one taking place in 2017. Crucial elements in the evaluation process will be

- Monitoring and guaranteeing the quality of the education, which will (even more so) become a major responsibility of the programme board
- Testing and examination strategy: it will be important to identify those core competences and learning outcomes that we want our students to master. The programme will have to reflect how the competences and skills are acquired, and equally important, how we assess and evaluate that these competences and skills have effectively been acquired.

We are now in a kind of transition phase, where universities are getting ready for the new system, while there is still a wash-out period from the previous system.

- The faculties of Engineering and Architecture of both UGent and VUB, for instance, had previously made the decision to get its accreditation via CTI (Commission des Titres d'Ingénieur) and signed an agreement for a visitation in 2016. Given that (i) contracts have been signed, and (ii) the visitation by CTI would be an excellent exercise and prepare the faculty for the institutional review, the faculties have decided to go through the CTI review process, despite the unofficial character that it will have.
- At UGent, the faculty of engineering and architecture is working on the implementation of test and evaluation policy, with trials on the use of Plato applications to formalize and quantify the evaluation of competences.
- UGent is developing a university-wide policy on education that will have to be reflected in all programmes.
9. Formal and informal student review of the MSc in Biomedical Engineering

9.1. Formal assessment – review

UGent has continuous review rounds of its Ba and Ma programmes, and results on the MSc in Biomedical Engineering (AJ 2013-2014) have been received (see appendix 2).

Overall, results are not good enough, with particularly low scores in

- structure and organization
- Didactic approach
- Learning effects

9.2. Informal review

Following the poor results of the formal review process, profs. Johan Stiens and Patrick Segers have had an informal meeting with a delegation of students from Ma1 and Ma2 and UGent and VUB. The result of this consultation is written down in a report (see appendix 3), where feedback on almost all compulsory courses has been provided (except for courses in semester 2).

We wish to explicitly thank our students for their most constructive participation in this important and insightful process.

10. Screening of international students in the Msc of Biomedical Engineering

- new screening procedure has been/is being implemented at UGent, with assistance from faculty administration to pre-screen student applications.
- similar strategy at VUB
- most difficult part: assessment of level of the institutions.
- we have started listing all international students who entered the MSc programme, keeping track of their study progress. This will lead to a database allowing us to better assess the level of institutions and come to a more formal strategy.

11. **Action points – new specialisation tracks**

12. **Varia and roundtable**

- student info brochure is being updated
- next meeting: (re)election of chairman
- to schedule new meeting with steering committee