

25.0965/lo
17 June 2025
Approved version

**Report public part of the 202nd FHML Council meeting
dated Tuesday 20 May 2025**

Present: see attendance list

1 Opening, announcements and adoption of the agenda

The Vice-Chairperson opened the meeting and indicated that he was replacing the Chairperson due to his absence.

2a Adoption of the text of the public part of the minutes of the 201st meeting held on 8 April 2025

-25.0785o - dated 08-05-25 - report with annex.

See the approved version with reference 25.0785/lo.

2b Comments on the public part of the report.

In response to the roundtable question on the use of AI in education, the vice-dean of Education commented that, besides ensuring test-proofing against AI use, it is also important to emphasise that the use of AI within education actually offers opportunities. In this context, several trainings have already been organised by EDLAB to support teachers in this regard.

3 Dean's announcements

There are no announcements.

4 Education and Examination Regulations and Rules & Guidelines for the Medicine study programmes academic year 2025-2026

-25.0696 - d.d. 06-05-25 - letter dean with attachments

The Education and Examination Regulations and Rules & Guidelines of the Medicine programmes are discussed with the programme director, R. Rennenberg, and the chairman of the Examination Board, K. Cleutjens.

The 2011 curriculum remains partly in force, as not all students from year 1 completed the corresponding components within the regular deadline.

In the new curriculum, traditional examinations have been replaced by knowledge tests (such as VGTs and the benchmark test in year 3) and by assessment based on feedback and progress. Here, the Learning Team Coach (LTC) monitors and advises on the consistency and quality of assessment, while the final assessment is done by an independent committee. Students who fail components are given the option of repair assignments. In case of structural arrears, it may be necessary to repeat an academic year.

Assessment is based on seven competences. Students must be able to show that they are developing sufficiently in all these areas. Feedback moments and portfolio construction are essential here. To support this, scenarios and guidelines (vignettes) have been drawn up for students, LTCs and assessment committees, providing guidance in determining whether all requirements have been met.

Education is focused on continuous learning effort and independence. The LTC monitors whether students make sufficient progress; the majority of students perform well within this system.

A new element within the curriculum is the minor. Students wishing to undertake an internship abroad are required to complete a Pre-departure training beforehand. This training covers cultural, medical and safety aspects, among others. Credits are only awarded for full participation in this training.

The English-language stream is now fully operational and scores no lower than the Dutch-language variant. Skills training and CORE courses are taught by the same lecturers, ensuring good alignment between the old and new curriculum. Although comparing competences between graduates from the two curricula is complex, this is examined using the qualification tool OvG.

Evaluations are conducted annually. Students are encouraged to complete them seriously; based on their feedback, the curriculum is adjusted where necessary. The upcoming visitation is also used to test alignment with national standards.

Based on the documents presented and the discussion held, the council approves the Education and Examination Regulations of the Medicine programmes for the academic year 2025-2026.

5 Teaching and Examination Regulations and Rules & Guidelines Master of Science programme in Health Food Innovation academic year 2025-2026

-25.0750 - dated 06-05-25 - letter dean with attachments

The Education and Examination Regulations and Rules & Guidelines of the Master of Science programme in Health Food Innovation Management are discussed.

Based on the documents presented and the discussion held in council, the council approves the Teaching and Examination Regulations of the Master of Science programme in Health Food Innovation Management, academic year 2025-2026.

6 Selection procedure Medicine 2026-2027

-25.1220 - d.d. 08-05-25 - memorandum Selection Committee Medicine (SCG) with appendix

-25.1219 - dated 12-05-25 - letter chairman Education Committee Medicine

The selection procedure Medicine 2026-2027 was discussed.

Based on the documents presented and the discussion held in the council, the council approves the selection criteria and procedure for the Bachelor of Medicine programme for the 2026-2027 academic year.

7 Plan of Action 2025 and Health and Safety Annual Report FHML 2024

-25.0793 - dated 12-05-25 - letter director FHML with appendix

The Plan of Action 2025 and the FHML 2024 Health and Safety Annual Report are discussed in the presence of the FHML Building Manager, D. Vertommen, and FHML Prevention Officer, S. Lumeij. Topics discussed include BHV organisation, signalling and workplace developments within the faculty. An important point of attention concerns the availability and distribution of first-aiders and FAFS officers across the various buildings. Although the FAFS officers present are generally well trained in life-saving actions, it is desirable to have more FAFS officers present in certain buildings. In connection with hybrid working, it is sometimes difficult to guarantee that enough FAFS officers are physically present at all times. To support this, a multi-bell application is used, which can be scaled up to FAFS officers from other buildings in case of an incident. Furthermore, recruitment campaigns for new FAFS officers take place periodically. In autumn 2024, an initial analysis was carried out on incident reports that did not come in correctly. Based on this, technical adjustments were made. A new analysis will be carried out in 2025 to further monitor and optimise actual staffing and accessibility.

Regarding workplace surveys: in the case of new employees, or in the case of internal moves or changes, an ergonomic check is carried out by an Occupational Health and Safety and Environmental contact person (Armico). This involves checking whether the workplace - chair, desk, monitor setting - is adjusted correctly. This takes place at departmental level, and now also at the faculty office and business offices.

Last February, the new evacuation plan (in consultation with Facility Services) was initiated, following the adopted RIE. About half of the necessary actions have now been completed; the remaining actions are still in progress. For the attack plans, the situation is more complex, partly because of underlying tender procedures.

When asked, it is indicated that efforts are being made to structurally safeguard safety procedures when onboarding new employees. For example, the escape plan - via the Armico - should be periodically brought to the company's attention. Formally, however, responsibility for compliance lies with the department chairman. Finally, it is noted that it would be useful to increase the visibility of emergency facilities - such as the phones that allow direct dialing of the emergency number - and better communicate awareness of the Armico's within buildings.

Based on the discussion held and the documents before it, the council recommends positively on the 2024 Plan of Action.

8 Deferred agenda items

There were no follow-up agenda items.

9 Any other business

The council notes that, in some cases, METC approval takes a long time. This is perceived as a generic problem.

The dean confirms that this is known and is a point of attention. The delay appears to be mainly in the administrative processing, rather than in the substantive review the committee goes through. Although the review has become more extensive in some cases, this is not a bottleneck. The longer processing time is largely related to understaffing, partly due to absences and leave within the support staff.

Kim Luijten