MEETING OF THE 22\textsuperscript{nd} DECEMBRE 2016


The meeting begins at 12h15 in room ME.B1.10

1) Agenda and approval of the minutes of the meeting held on 24.11.2016
The agenda is adopted as is. The minutes of the meeting held on 24.11.2016 are unanimously approved, except for a correction made by O. Lévêque.

2) General information
The next CCE meetings will be held on:
- Thursday, 2\textsuperscript{nd} March 2017 – guest: D. Chuard, DAF
- Tuesday, 28\textsuperscript{th} March 2017
- Thursday, 27\textsuperscript{th} April 2017
- Tuesday, 23\textsuperscript{rd} May 2017
- Thursday, 22\textsuperscript{nd} June 2017

3) Decree on scientific probity
\textbf{Guest: P. Jermann, Executive Director of the Center for Digital Education}
EDoc has worked on this theme and made several propositions, including creating a course for PhD students that would teach them what plagiarism is and how to avoid it.
At the moment, a website (http://citation.epfl.ch/) created by the EPFL library provides some information on the matter, and PhD students pledge not to resort to plagiarism by signing a document committing them to a code of conduct. There are two tools – iThenticate and Turnitin – that are used on all Master’s projects and that allow teachers to prepare examinations that are automatically checked for plagiarism. However, these software tools are rarely used since a reliable diagnosis is difficult to achieve.
O. Martin would be in favour of proposing such a course to PhD students when they submit their research plan prior to their candidacy exam.
Unfortunately, very few teachers know that they can create accounts in order to use the anti-plagiarism tools and submit theses for verification. O. Lévêque says that an email had been sent to teachers supervising PhD students approaching the end of their curriculum, informing them that as from September 2017, all submitted theses will be submitted to the iThenticate software.
P. Jermann underlines that the expertise on the subject of quoting belongs to the library, and that the librarians are able to guide students in their research. It is noticed that the anti-plagiarism software does not distinguish self-plagiarism from actual plagiarism, which can compromise the reliability of the results.

O. Monod informs that the existing course on plagiarism was explicitly created for the SV faculty, therefore not recommendable for the other faculties.

For the record, Laurent Ramelet is the person to contact to create an iThenticate account.

A. Billard will make a statement on behalf of the CCE, notifying of the lack of information on the matter of plagiarism and suggesting the creation of a specific course. At the moment, it remains unclear when the student suspected of plagiarism is notified. It should be mentioned that all interested parties should be notified upon the opening of a procedure, unless some exceptions are to be made. G. Anciaux suggests that if an inquiry was to be opened, a panel should be constituted and the student should be informed. An appeal deadline should be established at 30 days.

4) **Advances on the common theme CDS-CCE**

It would be convenient if the two following subjects were treated as one:

- TAs – who teaches which subject?
- BA curriculum modification – how will the changes of the first year curriculum impact the rest of the BA?

It is currently difficult to know the teaching workload of PhD students. The workload varies considerably from one faculty to another because of each faculty’s particular needs, cf. a presentation made during one of the CDS meetings. E.g., the ENAC needs far more hours because of the large number of projects it hosts.

A PhD student’s commitment supposes 20% of teaching activity, such a percentage however does not reflect the needs of the school. 28 hours of contact = 1 ECTS. Apparently, the school authorities are no longer in favour of employing additional TAs and paying them, and believe that the teaching workload should be covered entirely by the PhD students. A. Billard suggests that Master students should be enlisted for assistantship. The possibility of offering work in the form of teaching to younger students to the Master students within the framework of their studies is perfectly justifiable. In IC, the total budget approximates CHF 600’000.-. Industrial and off campus PhD students are offered different conditions, either in the form of wage cuts or the taking into account of the travel fees they face in order to come to Lausanne to teach on reduced teaching loads.

In order to give a feedback to the Vice-Presidency for Education, it would be useful that the table provided by A. Billard (see slide on page 6 of the presentation) should be completed by the sections through CCE members.

O. Martin informs that about 800 PhD students will be recruited for the MAN programme.
Regarding the BA 1st year curriculum modification, would it be useful that a polytechnic foundation should be taught in first year and built up on in the 2nd and 3rd years? The aim of the reform being to offer more autonomy to the students, a reflexion should be made upon the teaching provided. The section should be free to create specific courses in order to keep the students interested.

As underlined by A. Billard on behalf of D. Chuard, despite the high level of failure in the 1st year of BA curriculum, the success rate at the BA curriculum as a whole remains constant, since 90% of the students that succeed in the 1st year succeed in the BA programme as well.

The architecture section is very anxious regarding the results of students in the 1st year.

5) Varia

- O. Lévêque’s AE student will finish all the room planning by January 2017; all will then be put online promptly.
- The “Equipment” workgroup provided a report, which was passed around. Unfortunately, the budget allocated to equipment projects is insufficient. The report should go further into detail and the “Equipment” workgroup should be invited once again in order to make them feel supported in the development of their propositions.
- Mrs Fleury-Poffet would be willing to attend a CCE meeting should questions on plagiarism arise which would need further discussion.

The meeting ends at 13h50
Minutes / S. Muller