

# Minutes of the *Plenaire vergadering* of the CSR on the 22<sup>th</sup> of November 2017

Council members	Guido Bakker (until 18:15), Sasha Borovitskaja, Pim van Helvoirt, Bram Jaarsma, Kjeld Oostra, Sebastian Proos (from 15:08), Mees van Rees, Loraine Smith, Teodor Todercan;
Council assistants	Quinta Dijk, David Nelck (until 18:04);
Absent	Jern Ken Chew, Michele Murgia, Deval Raj;
Guest(s)	Linda van Exter <i>Studentassessor-CvB</i> (from 16:34)
Minutes	Tamara van den Berg <i>Ambtelijk secretaris</i>

## Concept agenda

1. Opening
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16. Kwaliteitsafspraken
17. UvA-Q
18. NSE
19. Collegegeldvrij besturen
20. W.v.t.t.k. / Any other business
21. Input request from the FSR's
22. Questions
23. Sluiting

### 1. Opening

*Pim opens the meeting at 15h01 and welcomes everyone.*

## 2. Mail

*The in- and outgoing mail is discussed.*

## 3. Concept minutes + action list

*Setting the minutes of November 15<sup>th</sup> is postponed until next week.*

## 4. Checking the action list

*The action list gets updated.*

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- An update on the BSA-evaluation will be asked during the OV.

## 5. Announcements

- Quinta will leave the PV earlier.
  - Guido and David have discussed the maintenance of the digital platforms of the UvA which is planned for the upcoming weekend. PR will share the full post (including the original link and message) of the UvA on this. **(action)**
  - 10 • The taskforce evaluation is taking place on Saturday November 25<sup>th</sup>.
  - A presentation on the turn out for council elections will be presented on December 13<sup>th</sup>.
  - The CoBo will be combined with New Year's drinks in January.
  - Council members should notify Sasha timely if they are absent for plenary meetings with external parties. It will also be communicated more clearly for which events the whole council is expected to participate.
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## 6. Updates DB & taskforces, representatives, AMC, Studentassessor-CvB

*The written updates discussed briefly.*

- Bram asks an update from the FNWI on the dispute and the jurisprudence following from this. Kjeld explains that an *proces verbaal* will be written.

## 7. Setting the agenda

*The agenda is set with changes.*

- 20
- *Honours* is added to the agenda
  - *Student council elections* is taken from the agenda
  - *NSE* is moved to the end of the agenda

## 8. Lecture rooms as study spaces

*The CSR discusses the advice letter on opening up lecture rooms as study spaces.*

25 The concept advice which will be sent by the CSR and FSR's of the FEB, FMG, FdR is discussed. The letter will be sent to both the CvB and the respective deans.

Alinea 1: Loraine says the pie-system and division of costs between faculties should be addressed. Teo says this makes it impossible to ask for rescheduling the classes, but it will be added to the letter. Guido suggests to add the ratio of 1 study spot per 17 students. Bram says the aim of the university is to have 1 study spot per 10 students. This will be checked in the *Huisvestingsplan*. Guido will forward the conflicting information he has to taskforce Facilities & Housing. **(action)** Pim proposes to make the statement less dramatic overall.

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Alinea 3: Pim proposes to address all faculties separately and address the common practice of the FNWI. Bram asks whether this concerns rescheduling, but this is not the case.



35 Editorial round will be sent out by Monday probably. Although the CSR is writing the letter together with the FMG, FdR, FEB, the council favors providing a Dutch translation as the CSR has an agreement with the CvB to send their letters in Dutch. It is agreed that the letter will be sent bilingual. The translation will hopefully be provided by Luca, and Bram will see to this. **(action)**

## 9. LSVb OC-wijzer

*The CSR decides on offering the LSVb manual for OC's.*

40 Mees asks why the LSVb manual is better than the manual provided by the CvB. Sasha says the initial manual was very limited and not that informative, and Pim says the LSVb manual is very useful. Moreover, certain elements of the UvA manual are incorrect.

The FMG and FNWI have already provided this manual to the OC's. Pim says the LSVb can be asked for a printed version of the manual, but Mees suggests to ask the FSR's to forward it to their OC's. Michele will e-mail all FSR's to request them to inform the OC's on the LSVb manual that is available digitally. **(action)**

## 10. Evaluation function Studentassessor-CvB

45 *The CSR decides who to delegate to the evaluation meetings and prepares these.*

The CvB has agreed to allow the CSR delegating 2 members to the evaluation talks. The plan for the evaluation has been sent to the CSR for preparation.

The CSR decides to delegate Kjeld Oostra and Michele Murgia to the evaluation conversations on the function of the student assessor CvB. **(decision)**

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Kjeld wants to specify that there will be at least 2 members of the CSR in the BAC when hiring a new student assessor.

55 Sasha proposes to also organize evaluation talks with the file holders. Pim says the chair should also be involved in this as the assessor and chair have a regular weekly meeting. Loraine says this might create a power imbalance as the student assessor has a relationship of trust with the file holders, and perhaps not with the chair. Pim says the topics discussed between a chair and the assessor should be taken into account. It is agreed that the chair can communicate concerns on the functioning of the assessor to the file holders so that this can be incorporated in an evaluation.

60 Mees says the way in which the function can be changed in conflicts on the function is not specified, thus it is unclear who initiates this and it could possibly be held against the CSR. Kjeld disagrees as this also gives room to influence the appointment of the assessor, but Mees disagrees. Sasha says this can be specified during the evaluation. Pim disagrees as then the function should have been denounced. Guido says it is formulated too softly and therefore not useful. It might be stressed in the evaluation that the CSR would like to have this right, but only if formulated differently.

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**Voting proposal:** The CSR proposes to remove 2<sup>nd</sup> sentence in the agreements between CSR-CvB stating that in large conflicts the CSR and CvB may decide to change the task of the assessor.

*In favor* 5

*Against* 5

70

*Blanco* 1

*Abstain* 0

*The voting proposal is not adopted.*

75 Loraine says that it is not optimal that the term starts at January 1<sup>st</sup> due to the start of the academic year and a new CSR at September 1<sup>st</sup>. It will be brought forward that the promotion for the application was not in line with the current agreements and definitions of the function.

## 11. CSR Regulations

*The CSR discusses proposing amendments to the CSR Regulations.*

80 Pim asks why the definition in Article 14:2 should be changed, as they derive directly from the WHW. Bram proposes to change the terms and to also ask OCW to refrain from using these discriminatory terms.

**Voting proposal:** The CSR is of the opinion that the terms used in article 14:2 of the CSR Regulations are no longer in use and therefore proposes to change these.

*In favor 8*

85 *Against 1*

*Blanco 1*

*Abstain 2*

*The voting proposal is adopted.*

90 There are no further objections to the proposed changes. The representatives will be asked later to check whether all regulations applying to FSR's are also taken up into the Faculty Regulations. Sasha will also address this to *Juridische Zaken*. **(action)** Sasha and Tamara will inform JZ on the proposed changes the CSR is working on. **(action)**

## 12. OC-elections: promotion material

*The CSR discusses the organization and financing of OC-elections.*

95 Pim says that a toolkit for promotion for OC's exists at the FNWI. Kjeld will look this up and forward it to Program & Accessibility. **(action)** Mees asks whether a budget is also included in there.

100 Bram says the pointing game between central and decentral should be addressed to the CvB. Sasha proposes to address this to the FSR's first and Sebastian agrees. Mees is skeptical about the elections, but says the materials should be addressed to the deans who probably do not want to cooperate. Therefore it should be addressed to the CvB. Kjeld agrees with Sasha and says the FNWI is starting a committee on this together with board members. Pim wants to ask FSR's and afterwards address it to the CvB. Teo agrees with Mees and says students will probably not vote. David, Guido, and Quinta agree with Mees.

105 Pim proposes to not make this a part of the discussion of the OV as more information is needed first. Mees says this will not be arranged at the faculties, but Pim says there is a budget for it. Sasha says FSR's should be involved regardless of the (lack of) information on finances, and the CvB should only be addressed if the FSR's agree. Loraine proposes to do this and then bring it up during the next OV.

Teo says baselines for the discussion need to be defined first. Backing from the FSR's does not mean a high turn-out for elections and therefore the budget for the promotion material would end up being wasted. Kjeld says that certain OC's have requested elections, and therefore a framework should be provided.

110 Loraine adds that the OC's have a right to organize elections and therefore should be facilitated.

Pim suggests to contact Eric Weijers. Programs & Accessibility will take this up. **(action)**

-- Linda van Exter enters the meeting --



### 13. M-OER: master selection

*The CSR discusses its stances on master selection.*

115 Guido asks about the selection criteria. Pim explains that it is stated in the master-OER that OC's have an advisory right on the criteria, but not on the question whether masters are selective or not. Pim explains how for installing a bachelor's *fixus* there exists a set procedure which is not applicable to masters. Pim wants to have consenting right for OC on masters being made selective, and an advisory right on the selection criteria.

120 Bram says the CvB is also concerned with master selection as decided by faculties, as the rate in which masters are being made selective compromises accessibility and causes a 'race to the bottom'. It would therefore be the wrong approach to ask for consenting rights on the selection, but it would be better to create a joint approach to counter the problems. Pim says this have been tried by the CSR 16|17 to counter the race to the bottom. Mees says both approaches could be taken simultaneously. Bram says it is mostly important to discuss a joint strategy with CvB. Pim agrees that is important to address the joint interests and involvements.

**Voting proposal:** The CSR conveys at the OV that the same procedure as when applying for Bachelors' *fixi* should be employed when introducing for selection into a Master's program.

130 *In favor* 10

*Against* 0

*Blanco* 1

*Abstain* 1

*The voting proposal is adopted.*

### 14. Instellingscollegegeld

135 *The CSR discusses the institutional tuition fees.*

Kjeld asks about the correlation between institutional tuition fees and the student intake, and this should be looked into at UvA data. Teo says a regression analysis can be made on this.

**Faculties experiences:** The FSR's will be asked by Taskforce Finance & Collaboration about their faculties' experience on the current procedure. **(action)** Bram is not in favor of asking this question, as there is no clear answer that can be given to it. It will be asked regardless.

140 **Current procedure leading to differentiation – flat rate:** Mees asks if a flat rate leads to problems on the free market with other universities. Bram confirms that this is speculative but probable. Sometimes faculties also set their prizes high to indicate the quality of education, and Guido and Teo are in favor of this. Bram says that a flat rate leads to relative expensive or cheap education programs, and it is not desirable to make economic choices between students, which could be countered by solidarity or setting a flat rate as is done with the regular tuitions. This would however lead to cheap and expensive programs.

145 Guido agrees mostly with Bram and says a flat brake will reduce the amount of international students and will also make all programs more expensive in the long run, despite some plus points on the short term. Sasha asks whether a flat rate within a faculty can be asked. Linda says this is already the case, but Bram says certain faculties differ from this. David agrees with Guido as the outcome is unknown. Guido adds that based on a flat rate for expensive programs non-EEA-students pay relatively less for their education which would be unfair and causing students to paying for others. Quinta opposes the flat rate. Sasha thinks a flat rate per faculty could work if properly implemented. Sebastian is in favor of the flat rate but not just for tuition fees, but living costs and other costs that should be taken into account as a student as well. Mees thinks setting a flat rate at the institutional level is a bad idea, but it could perhaps work on the faculties. Kjeld agrees. Pim is in favor of a flat rate to balance with the

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wettelijk collegegeld. Guido says solidarity will get more expensive after years causing bankruptcy for the university if demanded on the central level. Bram says that the *Rijksbijdrage* makes it possible to set a flat rate, but without this it cannot be done by the university as there is discrepancy between the costs of different programs. Pim disagrees with this.

**Voting proposal:** The CSR is opposed to setting a flat rate across the entire university for calculating the institutional tuition fee.

*In favor* 9

*Against* 2

*Blanco* 1

*Abstain* 0

*The voting proposal is adopted*

Mees wants to know more about the faculties' flat rates and whether the free market arguments would be applicable in this case with the same effects as when the flat rate would be set at a national level. Bram will look further into the practices of the different faculties. **(action)** Taskforce Finance & Collaboration will look into the correlation between the height of the institutional tuition fees and the student intake **(action)** Taskforce Finance & Collaboration will look into the procedure related to joined degrees. **(action)**

## 15. Kwaliteitsafspraken

*The CSR gets informed about the OCW quality agreements.*

Pim says that the LSVb urges the medezeggenschap to frame how the *Kwaliteitsafspraken* should be approached and discussed the upcoming years. This will be addressed at the GOV. Mees wants to also get clear what exactly the rights of the *medezeggenschap* are in this.

The *medezeggenschap* will be asked to give their consent to the plans, and without this the funds could be frozen. Mees says this might be problematic as this might lead to the CvB and *medezeggenschap* blaming each other if the funds cannot be used. Sasha does not agree as clearly stating goals and the procedure could counter ending up without the funds. This should however be discussed with the CvB. Kjeld understands Mees' concerns but still believes it should be addressed. Pim says the funds are meant to ensure quality, so they should be frozen when spend differently. ISO proposes to make it mandatory for the CvB to talk to medezeggenschap about the plans, but Mees expects that the VSNU will not be in favor of this. Guido says *De Vrije Student* agrees with Mees.

**Voting proposal:** The CSR supports the opinion of ISO that the medezeggenschap should have the final say in cutting the funds on *Kwaliteitsafspraken*.

*In favor* 11

*Against* 0

*Blanco* 1

*Abstain* 0

*The voting proposal is adopted.*

## 16. UvA-Q

*The CSR gets informed about the UvA-Q evaluation reports.*

Pim says that the issue has been defined as a privacy breach and when the reports are not published students cannot get insight in all questions. The question "Did you get enough feedback?" could be



200 seen as concerning privacy, but it could also be a sign of professionalism on getting feedback on giving  
feedback. Linda says getting feedback as students is very important. Pim asks if the CSR agrees with  
the proposal of the CvB regarding these questions.

**Voting proposal:** The CSR is in favor of transparency with regard to the question on feedback given to  
students as addressed in the UvA-Q evaluation form.

205 *In favor* 11

*Against* 0

*Blanco* 0

*Abstain* 1

*The voting proposal is adopted.*

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Pim says not all faculties publish their evaluations on Blackboard, and that should be addressed with  
OC's. Sasha and Guido will write a message to the FSR's on this issue. **(action)**

## 17. Honors

*The CSR discusses its stance on honours.*

215 Mees says the argument of Mr. Feilzer is not stated clearly in the meeting documents. Mr. Feilzer sees  
the honors programs as an addition for people who need to be challenged. It was also discussed  
whether it was worth it to pay for facilities in which not everyone can partake, but this also happens  
with facilities such as sport programs. Mr. Feilzer proposed to convey that honours programs should  
be opened up for more people who are not formally in this program, while not necessarily abolishing  
them. Mr. Feilzer says the honours committee has no say in the accessibility of the programs.

220 Pim says an unofficial body of *medezeggenschap* exists at the level of honours, being the non-  
democratic honours council which is active at the UvA and VU and tries to get honours more excellent.  
The surveys to evaluate these programs are not filled in properly by honours students and not  
evaluated by the honours council.

225 Bram and Pim say that the discussion on honours has not been held carefully. Bram says excellent  
programs are desirable, but the current structure is not facilitating the right kind of excellence. It  
would not be useful to get rid of the current honors programs without replacing them with anything  
new. Mees says Mr. Feilzer also sees honours as a way of broadening programs and motivating  
excellence in a larger sense. The selection criteria are currently a problem, but these are not decided  
upon by the honours committee.

230 Teo says certain forms of excellence are already recognized, such as summa cum laude, following  
several minors or finishing your studies sooner than nominally defined. He wonders how a  
combination of randomly selected courses would contribute to excellence. Kjeld says abolishing the  
programs would be too rash, but he is in favor of making the programs accessible for all. Sebastian  
sees no added value to the current program. Sasha is in favor of making the programs more accessible.

235 Loraine says that the FSR FMG wants the program to be more accessible. Guido is in favor of  
maintaining honours but while making the courses available as elective as well. David agrees.

240 Pim states that the CSR did not gather enough information as there have not been talks with honours  
students and the IIS. Guido states that the CSR should have a discussion on exactly is considered as  
honours and how it should be set up. Bram says that the UvA-VU honours committee safeguards the  
binding terms of selection and interdisciplinary courses. Pim says that these regulations are not  
followed by all faculties.

**Voting proposal:** The CSR is of the opinion that honours programs should be more accessible.

*In favor 10*

245 *Against 0*

*Blanco 2*

*Abstain 0*

*The voting proposal is adopted.*

250 **Voting proposal:** The CSR is of the opinion that the structure of honours programs should be evaluated, and more specifically in the context of the collaboration with the VU as well.

*In favor 11*

*Against 0*

*Blanco 1*

255 *Abstain 0*

*The voting proposal is adopted.*

**Voting proposal:** The CSR is fundamentally against honours.

*In favor 5*

260 *Against 6*

*Blanco 1*

*Abstain 0*

*The voting proposal is not adopted.*

265 The CSR still sees problems with the honours programs and wants to evaluate these.

**Voting proposal:** The CSR mandates the OV-preparation meeting on Friday to decide on the OV-strategy for the agenda point on honors programs.

*In favor 7*

270 *Against 2*

*Blanco 1*

*Abstain 2*

*The voting proposal is adopted.*

275 *-- David Nelck leaves the meeting --*

## **18. Collegegeldvrij besturen**

*The CSR gets informed about tuition fee free board years.*

Guido says that it is not fair when students follow courses but do not pay for this.

Kjeld says that legally the possibility of a tuition fee free board year only applies to EU-students. Ken wants to investigate whether it would be possible to include non-EEA, but Kjeld says this not possible.

280 This will be discussed next week in relation to international students.

## **19. NSE**

*This agenda point is postponed until next week.*

## **20. W.v.t.t.k. / Any other business**

- **Event to present the election plan;** Sebastian proposes to spend €150,- for drinks for attendees.



285 **Voting proposal** The CSR decides to spend €150,- on drinks for an event at which the election plan will be presented and which concerns student involvement.

*In favor* 10

*Against* 0

*Blanco* 0

*Abstain* 2

290 *The voting proposal is adopted.*

- **CoBo / New Year's drinks;** A Doodle will be sent out for the New Year's drinks and CoBo together in January. **(action)** Guido says that if it is not framed as a CoBo less people might attend. When the date is set it will be explained to the councils and students how the organization went and what the purpose of the drinks is.

## 21. Input request from the FSR's

- Institutional tuition fee
- LSVb OC-manual being send to OC's (not FNWI and FMG)
- UvA-Q
- *Kwaliteitsafspraken*
- 300 • Honours
- Topics to address with the Diversity Officer and on which diversity policy needs to be set up

## 22. Questions

- Kjeld says that the FNWI asks whether the possibility of honours in the masters could be discussed.
- Kjeld says that the FNWI asks about the status of rescheduling the holidays. Mees will contact FNWI to give an update. **(action)**
- 305 • Loraine says that the FMG will sent a letter on *Schakeltrajecten*. Pim suggests to refer to the Onderwijsvisie in this.

*-- Guido Bakker leaves the meeting --*

- Linda will not be present at the OV and PV next week.
- Pim says that the Hortus Botanicus agave flower is almost blossoming.
- 310 • Pim stresses that the PV on December 20<sup>th</sup> will be moved because of the drinks with the RvT.

## 23. Ending

Pim closes the meeting at 18h18.

## Decisions

- 171122-01 The CSR decides to delegate Kjeld Oostra and Michele Murgia to the evaluation conversations on the function of the student assessor CvB.
- 171122-02 The CSR is of the opinion that the terms used in article 14:2 of the CSR Regulations are no longer in use and therefore proposes to change these.
- 315 171122-03 The CSR conveys at the OV that the same procedure as when applying for Bachelors' *numeri fixi* should be employed when introducing for selection into a Master's program.

- 171122-04 The CSR is opposed to setting a flat rate across the entire university for calculating the institutional tuition fee.
- 320 171122-05 The CSR supports the opinion of ISO that the medezeggenschap should have the final say in cutting the funds on *Kwaliteitsafspraken*.
- 171122-06 The CSR is in favor of transparency with regard to the question on feedback given to students as addressed in the UvA-Q evaluation form.
- 171122-07 The CSR is of the opinion that honors programs should be more accessible.
- 325 171122-08 The CSR is of the opinion that the structure of honors programs should be evaluated, and more specifically in the context of the collaboration with the VU as well.
- 171122-09 The CSR mandates the OV-preparation meeting on Friday to decide on the OV- strategy for the agenda point on honors programs.
- 171122-10 The CSR decides to spend €150,- on drinks for the event where the election plan will be presented and which concerns student involvement.
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### Action list

- 171122-01 Kjeld brings Sasha in contact with the ITK-committee and Sasha will afterwards contact the other FSR's.
- 171122-02 Taskforce PR shares the link on the maintenance of digital UvA-platforms.
- 171122-03 Guido forwards the information on the ratio of study places per student to Taskforce Facilities & Housing.
- 335 171122-04 Bram sends a bilingual advice letter on lecture rooms being used on study spaces for an editorial round on Monday, November 27th.
- 171122-05 Michele e-mails the FSR's to request from them that all OC's will be informed about the existence of the LSVb OC manual that is digitally available.
- 340 171122-06 Sasha checks with JZ whether all articles concerning the faculties are also taken up into the faculty regulations.
- 171122-07 Sasha and Tamara inform JZ about the CSR's proposed changes to the CSR regulations.
- 171122-08 Kjeld informs Taskforce Programs & Accessibility about the FNWI's toolkit for the promotion of OC's.
- 345 171122-09 Taskforce Programs & Accessibility contacts Eric Weijers about the promotion material for OC-elections.
- 171122-10 Taskforce Finance & Collaboration inquires how the faculties experience the current procedure for setting the *Instellingscollegegeld*.
- 171122-11 Taskforce Finance & Collaboration inquires the correlation between the height of institutional tuition fees and student intake.
- 350 171122-12 Taskforce Finance & Collaboration inquires the procedure for joint degrees and setting the institutional tuition fees.
- 171122-13 Guido and Sasha draft a message to the OC's regarding the publication of UvA-Q evaluation reports on Blackboard.
- 355 171122-14 Taskforce PR sends out a Doodle for the drinks that will be organized in January.
- 171122-15 Mees contacts the FSR FNWI for an update on the rearrangement of the summer holidays.
- ~~171115-01 Sasha will check whether the CSR is attending the LOF Christmas dinner.~~
- ~~171115-02 Taskforce Facilities & Housing agendizes the letter from the FSR FEB on Housing.~~
- 171115-03 Taskforce Finance & Collaboration takes up the concept questions from LOF on the *Taakstelling OCW-Begroting*.
- 360 171115-04 Taskforce Digitalization & Study Support discusses providing an English version of the *Studiegids*.
- 171115-05 Taskforce Facilities & Housing discusses the functioning of printers.



- 365 ~~171115-06~~ Michele summarizes the input from the CSR and writes a new piece on promotion material for OC elections.
- ~~171115-07~~ Bram will check how the faculties advice on the budget and the request for information have been addressed by the GV over the last years.
- 171115-08 Taskforce **Finance & Collaboration** summarize the main points of all faculty budget advice and the answers from Erik Boels during the *Technisch Overleg*.
- 370 ~~171115-09~~ Bram and writes a concept letter on using the empty tutorial rooms as study spaces and brings this back to the PV.
- ~~171115-10~~ Council members can inform taskforce Programs & Accessibility on input possible questions for the meeting with Albert Feilzer.
- ~~171115-11~~ Tamara will ask whether it is possible for the CSR to delegate 2 members to the evaluation meetings of the student assessor.
- 375 171115-12 Raj checks the regulations for UvA-Matching at the FEB.
- ~~171115-13~~ Guide writes a meeting piece on the UvA-Q reports.
- 171115-14 Sebastian writes a meeting piece on the presentation of the plan for the elections.
- ~~171115-15~~ Council members fill the survey for the evaluation.
- 380 171108-02 Sasha and Tamara arrange a training on the writing of meeting pieces and time management.
- ~~171108-03~~ Pim discusses the document on the general guidance of students with taskforce PR.
- 171108-04 The representatives check whether the agendas, minutes and letters of the FSR's are being published online. → **Pro memorie**
- 385 171108-05 Tamara, Sasha, and Mees will further investigate the legal possibilities of granting voting rights to the council assistants and come back to this in January.
- 171108-08 Pim drafts a concept letter to ISO.
- 171108-11 Taskforce Facilities & Housing writes a concept vision on sustainability and brings this to the PV. To draft this statement, the taskforce will take into account the works of the previous file holder. **Sasha will help with this.**
- 390 171108-12 Taskforce Digitalization & Study Support discuss the obligatory purchase of binders with study materials. **Kjeld will provide information.**
- ~~171108-13~~ Guide mails the central and faculty councils about problems with digitalization in the broadest sense.
- 395 171101-11 Raj discusses the file on medezeggenschap for international students with Bram, Kjeld and Ken.
- ~~171101-17~~ Council members send their suggestions on the organization of the UB night to the PR taskforce.
- 400 171101-19 Pim will inform the CvB that the CSR has issues with the materials used to promote the vacancy for the Studentassessor-CvB 2018.
- 171025-04 Pim mentions the housing and internationalization issues to ACTA.
- ~~171011-05~~ Kjeld will further investigate the possibilities of a tuition fee free board year, and will present this to the PV.
- 405 171011-08 Pim announces at the GV that all GV-members have the opportunity to put topics on the GV-agenda.
- 171011-13 The representatives ask their FSR's to discuss the relation between internationalization and student housing problems, and the proposal to write an unsolicited advice together with the medezeggenschap in Amsterdam. **This will also be brought up at the VZO.**
- 410 171011-14 If the FSR's give positive feedback on the proposal to write an unsolicited advice on the housing situation, Bram will contact the USR VU and CMR.

- 170913-06** All council members research which topics linked to the ITK they are dealing with in their files and/or faculties, and inform Sasha about this.
- 170823-06** Michele will make a plan to involve the FSR's in setting up the BSA-evaluation, and informs the FSR's about the position of the deans in this.

### Pro memorie

- 415 **140908-04** The DB is strict about *nazendingen* and being present in time.
- 140908-04** A double check on the spelling and grammar should be done for all communication. Taskforce heads have the final responsibility in this.
- 141208-04** The taskforce heads notify the PR-taskforce after their meetings which files should be raised in the media.
- 420 **150420-01** All DB-members send their updates before Sunday 20h. and write their updates linked to all specific files of the taskforces.
- 150907-02** Sasha sends a weekly Monday mail with all the activities of the upcoming week.
- 151019-03** Sasha notifies the FSR's after the PV on which topics the CSR needs input.
- 160502-01** Pim and Sebastian take good care of the plants.
- 425 **161017-04** The taskforce heads make sure that everyone gives proper feedback in their taskforces about the work, steering and soundboard groups, and they make sure the documents are saved on the P-drive.
- 161017-05** The taskforce heads oversee the diverse division of speakers for the OV.
- 161031-01** Bram and Sasha organize fun activities for the council on regular basis.
- 430 **170201-04** The council oversees a proper balance between small and large files in the PV.
- 170823-01** The AMC letter regarding the allocation model will be taken into account during the upcoming discussion on the new allocation model.
- 171018-02** The taskforce heads agendize 'the media' for every taskforce meeting.
- 171101-01** All council members archive their documents in the P-drive.