



Minutes of the *Plenaire vergadering* of the CSR on the 6th of December 2017

| | |
|--------------------|---|
| Council members | Guido Bakker, Sasha Borovitskaja, Jern Ken Chew, Pim van Helvoirt, Bram Jaarsma, Michele Murgia, Kjeld Oostra (until 17.00), Sebastian Proos, Deval Raj (until 17.00), Mees van Rees, Loraine Smith, Teodor Todercan; |
| Council assistants | Quinta Dijk, David Nelck; |
| Absent | Michele Murgia; |
| Guest(s) | Kathelijnn Verdeyeyn <i>chair FSR FdG</i> (until 17.00), Linda van Exter <i>Studentassessor-CvB</i> |
| Minutes | Tamara van den Berg <i>Ambtelijk secretaris</i> |

Concept agenda

1. Opening
2. Mail
3. Approving the concept minutes
4. Checking the action list
5. Announcements
6. Updates DB & taskforces, representatives, AMC, Studentassessor-CvB
7. Setting the agenda
8. UCO
9. Allocation model: procedure
10. Kwaliteitsafspraken
11. Collegegeldvrij besturen
12. REC lecture hall
13. University Forum regulations
14. WHW-conversation
15. Deutsche Bank
16. W.v.t.t.k. / Any other business
17. Input request from the FSR's
18. Questions
19. Sluiting

1. Opening

Pim opens the meeting at 15h00 and welcomes everyone.

2. Mail

The in- and outgoing mail is discussed.



3. Concept minutes + action list

The minutes of November 15th, November 22nd, and November 29th are set without changes.
Bram suggests discussing the choice of English vs. American language.

4. Checking the action list

5 *The action list gets updated.*

5. Announcements

- Kjeld, Kathelij, and Raj need to leave the PV early.
- The new student assessor will be appointed on December 12th in the CvB meeting.
- Linda was in Groningen for the ITK midterm review and will write a report on best and worst practices in this regard.
- 10 • Linda will be late for the GV.
- Mees sent out a Doodle for the evaluation follow-up and asks everyone to be present at the evaluation to resolve existing issues before the start of the new year.
- Ken forwarded an e-mail from LOF about going on exchange to London.

6. Updates DB & taskforces, representatives, AMC, Studentassessor-CvB

The written updates discussed briefly.

- 15 • Raj explains how the FSR FEB is trying to be involved in the organization of 'future first' as a means of preparing students for their future after studying at the university and to create a unified platform for this.
- Bram explains how certain periods of the academic year are very stressful and that the year planning is not balanced enough at the FSR FdR, while for the responsibility in dealing with mental health issues the faculty points towards the central level. Ken will bring these issues up in the mental health meeting. **(action)**
- 20 • Raj will ask how peer reviewing policy is being set at the other faculties. **(action)**
- Taskforce Finance & Collaboration will contact Geertje Hulzebos on working together on discussing the Deutsche Bank. **(action)**

7. Setting the agenda

25 *The agenda is set with changes.*

University Forum Regulations is postponed until next week.

Cobo, introduction new Studentassessor-CvB, and English language are added to the agenda.

8. Introduction new student assessor CvB

Linda says the new student assessor, who still formally needs to be appointed, would like to meet the CSR once officially appointed. The CSR should, therefore, decide how and when to organize this first introduction meeting, but also on issues such as the means of communication, speaking rights at the PV, sharing of meeting documents, etc.

30 The new assessor will be invited for a section of the PV for an introduction so that the CSR can afterward decide on the specific working agreements.



9. UCO

35 *The CSR prepares the UCO-meeting of December 7th.*

Knowledge sharing

- **As a concept;** Sasha says it is not clear what 'knowledge sharing' refers to exactly, so this should first be clarified in the UCO. Bram says the term most likely relates to sharing the best practices of teaching methods. Sasha says this exchange probably works best when done per faculty. Loraine
40 sees no objections to sharing knowledge. Bram says that it is good to exchange knowledge but that it but might not be desirable to professionalize this as this could lead to a link with KPI's while the best practices cannot be measured. Raj agrees with Bram. Ken explains that at the FMG there are monthly lunches to exchange this knowledge and this is considered helpful. However, setting up new system might create extra workload while also overlapping with the current exchange. Quinta
45 says the exchange is a good idea when happening on a voluntary basis. Mees says it would be very useful, but should not be forced. However, it should be well facilitated and stimulated, as this would be beneficial for education. Sebastian, David, and Kjeld agree with Mees. Teo is in favor of knowledge sharing. Guido follows Mees and says that is it good to exchange different methods and to discuss teaching methods. However, this should not be mandatory but only stimulated as this is good for education. Pim says setting up a central platform might be helpful, but the proposal needs
50 to be more concrete before it can be judged properly. Kathelijn agrees with Sasha.
- **in SKO;** Mees is in favor of including it in here, as SKO is not mandatory but could reach all teachers.

Voting proposal: The CSR is of the opinion that 'knowledge sharing' should be a part of the SKO.

55 *In favor 8*

Against 3

Blanco 1

Abstain 0

The voting proposal is adopted.

- **Through a website;** Sasha asks why this should be done at a central level and organized by *Bureau Communicatie*. Mees is also skeptical about this. Bram says it might be good when the interfaculty exchange of these best practices can happen. Pim says an overarching platform could be desirable as long as only the platform is provided by *Bureau Communicatie*, and the content by, for example, senior teachers. Kjeld says sending information through or setting up a platform
60 would be different, so a concrete proposal should be worked out first. The goal needs to be clearly defined first before judging the set-up of the platform.

Risk-analysis and quality care

Mees refers back to the previous discussions on risk analysis and discussions on the survey. Sasha says the heat map was discussed at ITK, and here it was stressed that the variables could be changed.

70 Mees asks whether the FMG is lacking behind on the BKO and whether the FNWI is working on the course evaluations. This will be taken up by the ITK-committee. Bram says that the FdR is working on the dropout rate.

Mees is in favor of using the heat map to track down issues that need to be worked on. Sasha asks why the specific variables have been chosen, and Pim says this comes from the KPI's. Linda explains that
75 the ITK will be measured by the NVAO based on these standards. Mees says the *Onderwijsdirecteuren* do not take the heat map as seriously as they should. Sasha says that areas of improvement might be defined based on the heat map.

80 **Central facilitation;** Mees thinks the policy on the risk analysis is needed if the educational directors do not take their responsibility. This could be done per NVAO subject. Sasha is in favor of this central facilitation. Guido says that this falls under the responsibility of the *rector magnificus*. Kathelijnn is in favor of central facilitation. Sasha is not in favor of facilitation via the CvB. Pim says central facilitation might be helpful for course evaluations.

85 **Voting proposal:** The CSR states in the UCO that it sees the results from the heatmap as in issue which could lead to problems for passing the ITK.

In favor 6

Against 1

Blanco 1

Abstain 2

90 *The voting proposal is adopted.*

95 **Added questions/remarks;** Mees suggests to not only involve OC's in year reports but also have conversations with the OC's throughout the year. Sasha wants to include corporation with the *medezeggenschap* in general and not just the OC's. Pim suggests linking the work of OC's to the *Wet Versterking Bestuurskracht*

Preview of 2018 and educational vision

Ambition 1 Mees is not in favor, as it was brought up during the last UCO and they are working on the evaluation. Pim in favor of putting on the agenda for 2018 and re-stating it again in the UCO.

100 **Ambition 2** The council finds inter-transdisciplinary important. Sasha proposes to state that education should be accessible. Pim says this should include studying abroad and following a minor program. Guido says this would be desirable when it broadens and improves education.

Ambition 3 A description for 'fitting masters' should be provided, as this refers to having accessible masters within the discipline of study.

105 **Ambition 4** Choice of language should be transparent, but there is no language policy available. Ken explains that something has been drafted in Dutch, so a more concrete version should be worked out first and then translated. The council stresses that the UvA started internationalization without setting a language policy.

110 **Ambition 5** Guido is not in favor of the development of diversity policy and the appointments of faculty diversity officers, as he says that diversity officers are merely symbolic will not create equality by favoring some people.

Voting proposal: The CSR voices at the UCO that they find faculty diversity officers important.

In favor 9

Against 2

Blanco 1

115 *Abstain 0*

The voting proposal is adopted

120 **Ambition 6** The council stresses the importance of schakeltrajecten. Bram says this ambition mostly refers to the switch between Hbo-Wo, while the switching between different programs should also be included.



Voting proposal: The CSR conveys in the UCO that they find schakeltrajecten for Bachelor-Master and Hbo-Wo important.

In favor 9

Against 2

125 *Blanco 1*

Abstain 0

The voting proposal is adopted.

Ambition 7 The council stresses the importance of the quality of education.

130 **Ambition 8** Guido says the course evaluations should be posted on Blackboard and be available for all students within a track or course.

10. Allocation model: procedure

The CSR discusses the procedure for the renewal of the allocation model.

135 Pim says that involving the decentral working councils should be discussed with the COR. This will be brought up during the GV, so the COR can decide whether they would like to include the OR's. Pim says that the CSR cannot formally decide to involve the FSR's, as this lays also with the GV, but that CSR members can (on personal title) gather input from the FSR's. Mees expects the GV to be in favor of including the decentral councils in the procedure.

Sasha asks to keep in mind how to align advice from faculty councils if they are asked for, especially when they go against each other. Finance & Collaboration will discuss this within the taskforce. **(action)**

11. Kwaliteitsafspraken

140 *The CSR discusses the quality agreements.*

Mees says that the funds from the *Kwaliteitsafspraken* are currently not defined in the budget. Pim explains these funds would be *geormerkt*. For spending the *voorinvesteringen* a frame and procedure have been set up, but he is not sure whether this frame would also apply to these funds. Pim says that it is important that medezeggenschap is involved in the way these funds are spent, but this might be difficult as the plans are not defined in all faculty budgets. Kjeld says that the FSR FNWI was involved in developing plans for the funds, but the FSR's of the FMG, FdR, FEB, and FdG were not. This will be further discussed in the GV.

12. Collegegeldvrij besturen

The CSR discusses the option of a tuition fee free board year.

150 Sasha says that offering this option might eliminate the profiling fund, but Kjeld says these are separate. Mees asks why institutional tuition does not allow for the option to follow some courses? Kjeld explains that this would counter the possibility to refrain from paying tuition fee at the beginning of the year, as the tuition fee would need to be refunded after calculating ECTS. This is more similar to the system upheld at the VU. Pim suggests to include medezeggenschap and study societies in the tuition fee free board year. Kjeld will compare the model of the VU option to the model of collegegeldvrij besturen. **(action)** Quinta asks what consequences it could have for students when they don't receive a confirmation of paying their tuition fee, and Loraine says this might be a problem for student housing.

155 Bram is in favor of tuition fee free board years as it becomes harder for boards or medezeggenschap to find candidates, and this could be caused by the lack of study financing for students.

160 Loraine says that the FSR FMG fears that those taking up a board year in this matter would have less connection to the academic community. Sebastian says that without following courses one cannot be seen as a student. Kjeld says there are people who postpone studying one year without being disconnected. Ken says that international students are excluded in the current proposal. Guido says that the initiative would cost the university more money, as medezeggenschap is also in
165 profiling funds. Ken says it would help to create more study and student associations, as the UvA does not have that many at the moment. Teo asks whether associations have internationals as full-time members on the board, and Sasha says this does occur. Raj and Ken take this up in the internationalization taskforce.

13. REC lecture hall

The CSR discusses the building of a large lecture hall at REC-A.

170 Pim asks about the advantages of creating two differently sized lectures halls, and Bram says the schedulers have said this might have been more desirable based on the demand. Pim asks if it has been taken into account that programs are growing.

Teo asks if the same system as at the James Watt location would be used, as that lecture hall is not comfortable and not always functional.

175 Linda asks why the council would be against building a new building, as REC J/K does not live up to the standards of accessibility. Bram says that it would be hard to justify building when empty space is available. Bram suggests pushing for repurposing REC J/K as study spaces and would like to focus more on sustainability when building and reinvestigating the division between the two halls. Bram suggests to first bring this up at kwartaaloverleg with HO.

180 The FEB is in favor of the new lecture hall, but it is not clear how the other faculties at REC feel about this. Sasha stress importance of discussing this with FSR's and the COR. It has already been discussed with Otto van Tubergen.

Teo disagrees that J/K is empty, but Bram says this was stated in the housing program group. The state of REC J/K will be further investigated.

185

-- Kathelijn Verdeyen, Kjeld Oostra and Deval Raj leave the meeting --

14. WHW-conversation

The CSR evaluates the WHW-conversation RvT-CSR of December 1st.

Pim was informed by Marise Voskens that RvT was positive about the WHW-conversation and will pay attention to the points brought forward by the CSR.

190 Sasha says the distribution of speakers was not followed, but Mees and Sasha were in favor of the way of this more 'natural' distribution. Guido says it is good when people can give additions. Quinta says in this way the number of repetition increases. Ken says the structure of speakers was disrupted by people also getting involved throughout. Bram says it took quite long before going into content and that the CSR could have tried better to finish the agenda. Bram says that the stance on
195 internationalization which was uttered was not the council standpoint. Pim is in favor of the RvT asking CSR members personally what they find important. Mees and Sasha say it was sometimes too diplomatic because of the CvB being present as well. Pim suggests giving 'takeaways' from the CSR to the RvT.

200 Sasha says that the reasons for the CSR dealing with faculty issues could be stressed more, as faculty issues are very important for the CSR and there are representatives in the council. Bram says the



constant battle for rights could have been stressed more, and Mees says there is a reason to fight for these rights that could be addressed more.

The council prefers to organize a separate preparation for the next WHW-meeting.

15. Deutsche Bank

The CSR gets informed about the bank account at Deutsche Bank.

205 Teo says that the CvB requested the CSR to write an advice if they would like to pick up this file. Moreover, Geertje Hulzebos is currently working on this.

Guido asks to propose alternative banks, but Teo says that it is not up to the CSR to state at which bank the UvA should have their account.

210 Bram explains that Tijmen de Vos has researched the link to the Deutsche Bank last year, and this was a complex system, for example, because of the faculties using the bank account. A committee has not asked for a conversation with Deutsche Bank to find out why UvA is still doing business there. Teo says that transferring derivatives another bank is very difficult. Mees asks whether Deutsche Bank offers a higher interest rate, and Teo says this cannot be the case.

215 Bram proposes to discuss this issue also with Jan Lintsen and Erik Boels and to have the conversation based on more information. Bram will inform David Jan that the CSR would like to participate in the conversation with Deutsche Bank. **(action)** Bram explains this will be a big meeting with other medezeggenschap and the *Bank Nederlandse Gemeente*.

220 FMG wants to include a clause in the treasury statute on sustainability. The CSR will, therefore, form an opinion on Deutsche Bank in the upcoming PV's, and Geertje Hulzebos will be informed about the workings of the CSR.

16. W.v.t.t.k. / Any other business

- **British or American spelling;** Bram says that policymakers, teachers, and medezeggenschap are inconsistent in using British and American English. Bram proposes to ask the CvB to include a decision on this matter in the language policy. Bram will check which English is used in the official *UvA vertaallijst*. **(action)** Mees is not in favor of pursuing this, and Guido agrees although preferring consistency. Ken says that both British and American groups are present at the university, and although standardizing could be good it would not be preferable to pressure people.
 - **CoBo;** Kjeld has proposed to organize the drinks before the end of the year, on the 18th of December. Guido says this is in the middle of the exams week, so not a lot of students will attend. Loraine says to go for it if it is the only option and to also have the new year's drinks. Pim asks PR to send out a Doodle.
- 230

17. Input request from the FSR's

- Allocation model (per separate e-mail);
- Collegegeldvrij besturen vs. the model of the VU;
- REC lecture hall (separate e-mail to FMG, FdR, FEB sent by Bram);

18. Questions

- Teo asks whether the LOF trip to London can be reimbursed. Tamara says this would be possible for the travel expenses.
 - Ken says the council should pay more attention to the goals the council members had when entering the CSR. The council should be less reactive and not only follow the set-out trail of the CvB and
- 235

policymakers, but also their individual goals. Mees agrees and suggests to think of a way to include this into the evaluation.

- 240 • Bram suggests to schedule a meeting to talk about internationalization.
- Bram asks what the budget for a fun trip with the council would be. This can be discussed with the treasurer.
- Bram says that the FSR FdR is against offering the option of institutional tuition fee free years, while he himself upholds a position in the working group where positions of the CSR on *medezeggenschap* for all and the inclusion of international students also need to be uttered. Bram asks for advice on how to convey these different stances.
- 245 • Loraine asks advice on how to write updates about the CSR to the FSR. It is agreed upon that a meeting of the representatives should be organized.
- Tamara asks whether all CSR members have received their letter of appointment from the CSB.
- 250 • Pim suggests to promote the allocation model, and taskforce PR will do so. **(action)**

19. Ending

Pim closes the meeting at 18h03.

Decisions

- 171206-01 The CSR is of the opinion that 'knowledge sharing' should be a part of the SKO.
- 171206-02 The CSR states in the UCO that it sees the results from the heatmap as in issue which could lead to problems for passing the ITK.
- 255 171206-03 The CSR voices at the UCO that they find faculty diversity officers important.
- 171206-04 The CSR conveys in the UCO that they find schakeltrajecten for Bachelor-Master and Hbo-Wo important.

Action list

- 171206-01 Ken addresses the issues of the FdR with regard to mental health and periods of stress in the meeting on mental health.
- 260 171206-02 Raj gathers information about peer reviewing at the different faculties.
- 171206-03 Taskforce Finance & Collaboration contacts Geertje Hulzebos about Deutsche Bank.
- 171206-04 Taskforce Finance & Collaboration discusses how to align and include advices from faculty councils in the allocation model procedure.
- 171206-05 Kjeld writes a meeting piece on *collegegeldvrij besturen* and the structure that exists at the VU.
- 265 171206-06 Bram informs David Jan Donner that the CSR would like to participate in the conversation with Deutsche Bank.
- 171206-07 Bram checks whether the *UvA-vertaallijst* is in British or American English.
- 171206-08 Taskforce PR promotes the current consultation for the allocation model.
- 270 171206-09 The representatives organize a meeting to discuss the role of the representatives in relation to the FSR and CSR.
- 171129-01 Taskforce Programs & Accessibility takes up the message from the FSR FMG on *Schakeltrajecten*, after Pim forwards this message.
- 171129-02 Taskforce PR will take up the request to organize joint New Year drinks with the faculty councils, and Pim forwards this message.
- 275 171129-03 The representatives check whether the articles from the CSR regulations that apply to FSR's are also taken up in the faculty regulations, **and inform Sasha about this.**



- 171129-04 Sasha will inquire with JZ more information about the Dutch and English versions of the CSR regulations.
- 280 ~~171129-05 Mees updates the letter to ISO and sends this out for an editorial round by Monday, December 4th the latest.~~
- 171129-06 Sasha looks into the regulations of the *Raad van Advies*.
- 171129-07 Sasha asks the advisory council in which way they would like to receive the documentation of the CSR.
- 285 171129-08 Sasha discusses the article on hiring council assistants when a vacancy emerges with the CSB.
- ~~171129-09 Raj gathers information on the problems the FSR FEB is facing in relation to their dean.~~
- 171129-10 Sasha addresses the timing of receiving the agenda and meeting pieces during the UCO.
- ~~171129-11 Mees sends the letter on the role of OC's in writing year reports for the ITK for an editorial round by Monday, December 4th the latest.~~
- 290 ~~171129-12 The representatives remind their FSR's to provide an English translation of the text on their website.~~
- 171129-13 The CSR-members provide content for the WC-krant to Taskforce PR.
- ~~171122-01 Sasha will contact the FSR's about the ITK committee.~~
- ~~171122-03 Guido forwards the information on the ratio of study places per student to Taskforce Facilities & Housing.~~
- 295 ~~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.~~
- 300 171122-06 Sasha checks with JZ whether all articles concerning the faculties are also taken up into the faculty regulations.
- 171122-08 Kjeld and Pim inform Taskforce Programs & Accessibility about the FNWI's toolkit for the promotion of OC's.
- ~~171122-10 Taskforce Finance & Collaboration inquires how the faculties experience the current procedure for setting the *Instellingscollegegeld*.~~
- 305 171122-11 Taskforce Finance & Collaboration inquires the correlation between the height of institutional tuition fees and student intake.
- 171122-12 Taskforce Finance & Collaboration explores the legal framework of the procedure for joint degrees and setting the institutional tuition fees.
- 310 ~~171122-13 Guido and Sasha draft a message to the OC's regarding the publication of UvA-Q evaluation reports on Blackboard.~~
- 171122-14 Taskforce PR sends out a Doodle for the drinks that will be organized in January.
- ~~171115-08 Taskforce Finance & Collaboration summarize the main points of all faculty budget advice and the answers from Erik Boels during the *Technisch Overleg*. Pim will forward this information as a preparation for the GV.~~
- 315 171108-02 Sasha and Tamara arrange a training on the writing of meeting pieces and time management.
- 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.
- 320 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.
- 171108-12 Taskforce Digitalization & Study Support discuss the obligatory purchase of binders with study materials. Guido will ask Kjeld to provide the needed information.

- 325 ~~171101-11~~ — Raj discusses the file on medezeggenschap for international students with Bram, Kjeld and Ken.
- ~~171025-04~~ — Pim mentions the housing and internationalization issues to ACTA.
- 171011-08 Pim announces at the GV that all GV-members have the opportunity to put topics on the GV-agenda.
- 330 ~~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.
- 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.
- 335 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.
- 170823-01 The AMC letter regarding the allocation model will be taken into account by **Taskforce Finance & Collaboration** during the upcoming discussion on the new allocation model.
- 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.
- 340

Pro memorie

- 140908-04 The DB is strict about *nazendingen* and being present in time.
- 140908-05 A double check on the spelling and grammar should be done for all communication. Taskforce heads have the final responsibility in this.
- 345 141208-04 The taskforce heads notify the PR-taskforce after their meetings which files should be raised in the media.
- 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.
- 350 160502-01 Pim and Sebastian take good care of the plants.
- 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.
- 355 161031-01 Bram and Sasha organize fun activities for the council on regular basis.
- 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. → **action list**
- ~~171018-02~~ — The taskforce heads agendize 'the media' for every taskforce meeting.
- 360 171101-01 All council members archive their documents in the P-drive.
- 171108-04 The representatives check whether the agendas, minutes and letters of the FSR's are being published online.
- 171129-14 Mees and Sasha keep in mind for the upcoming UCO-meeting on Honours that UvA-Q reports are filled in for honours courses, while there are no OC's to check these evaluations.
- 365