minutes

Meeting Faculty council

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Landleven 1
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Date and time
9 October 2017, 11.30-13.00 hours

Present
Gerd Weitkamp, Anne Marel Hilbers, Mirjam Wempe, Casper van Mastrigt, Bart-Peter Smit, Kim Poelsema, Jorrit Kootstra, Ilse de Vries, Oscar Couwenberg, Esther Marije Klop, Tialda Haartsen

Audience: Thereza Langeler (UK), Henri Batterink (Ibn Battuta), Leendert Oudman

Absent
Wendy Tan, Aleid Brouwer

Minutes taken by
M. Brugmans

Action

1. Choice chairman and vice-chairman

Gerd Weitkamp and Bart Peter Smit are chosen chairman and vice chairman.

2. Opening

The chairman opens the meeting and welcomes everyone.

3. Announcements

› Aleid is starting a new position as of January 1, but she will still be working at the Faculty for 1 day a week. She will continue being part of the Faculty Council, at least for this Academic year.
› Miriam is leaving the Faculty after 16 years (12 years secretary of the Faculty council)
› Ajay Bailey already left the Faculty
› It is not possible to add new members to the Faculty Council, because they have to be elected the same way the others are.
› The attachment about the number of new students is nice to know! Good to see that so many international students enrolled in our two BA programs.

4. Determine the agenda

No changes.

5. Discuss the minutes of the meeting of 18 July

Page 3. Change formulation of the reaction of the Faculty board at the last * into “The Board explains that we still have many things to settle. We start a UG program, based in Yantai.” Brugmans
The actions are modified and enclosed at the end of these minutes.
The minutes of the meeting of 18 July are agreed on. And will be added to the webpage of the Faculty. Brugmans

Action

6. Discuss "Meerjarenbegroting 2018-2021"

There already has been a meeting to discuss the Meerjarenbegroting.
The Council is positive about the budget and is glad that more budget is invested instead of saving it for later.
The council is wondering about how the "studievoorschotsmiddelen" will be invested. In the budget 2 University teachers are calculated for this. The purpose is to make the student/staff ratio better. *The Faculty board will inform the council as soon as more information is available.*
The council is wondering how a growing number of students is matching with lowering the student/staff ratio. *The board explains that in the Master programs this is possible, some masters can be more efficient. In the bachelor there might be a problem in the Planning Department. The Board is discussing this with the chairmen of the Departments.*
Yantai is not yet part of the budget but we are already spending time and money on it. Somehow it should be visible in the budget, because it is at the cost of other time or money. Since Oct. 1 Zhao is working for the Faculty. This should be part of our budget. *The board explains that it is not visible.*
The council will send a positive letter to the Board of the University about the positive "gevoelen" of the budget. Brugmans

7. Discuss the opinion (het gevoelen) on the Factsheets

The summary in the budget is not the same as the one in the separate attachment. That is because the attachment was made last year and the Council is asked to let the University board now what the opinion of the council is about this summary. The ambitions of the faculty about 2nd and 3rd funding is to be put together. Energy spend on 2nd cannot be spend on 3rd and if you get funding you will be busy for some years and not spending time getting new fundings.
Bursary and support start is not monitored, this will not benefit these groups.
The Faculty Council will write a positive letter to the University board about "het gevoelen" with respect to the Factsheets. Brugmans

8. Discuss "Voortgangsrapportage Arbo Milieu Duurzaamheid FRW en deels FSZW"

No comments. The Faculty Council will send a letter to the University board about "het gevoelen" of the council with respect to this report. Brugmans

9. Update Yantai

There has been a meeting with all the councils in the University (Radenoverleg). They talked a lot about the process.
The University Council started a committee. That committee will collect all information necessary to make a good decision on starting in Yantai. This committee needs 2 more months to collect this information. Is it still possible to start September 18 in Yantai? This information is new for the board, but several processes are ongoing at the same time. For now, the board is still aiming at starting the pre-master in September 2018.

	Action
Next meeting we will invite Yongjun Zhao to tell more about Yantai.	Brugmans

10. Year programme/ themes to discuss in Faculty Council

The Faculty council would like to discuss several themes during this Academic year:
Internationalisation. There are 2 committees. Contact Dir. Education about the question whether students can participate in the process of internationalisation. — Pro Geo
Item for agenda in February, but also item for agenda “OC’s” and other committees — Brugmans
Employability. How does this match with the “rendementen”? How good is it already integrated in classes?
Communication/transparancy
Workpressure/appreciation

11. Any other subject (w.v.t.t.k)

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12. Closure and date next meeting

The chairman closes the meeting. The next meeting is on Monday Dec. 4, 13.30-15.00 hours (just Faculty Council) and 15.30-17.00 hours (Faculty Council and Faculty Board).
Meetings after that are on Mondays January 15, February 19, March 26, May 7, June 4, July 2, same timeslots.

Action

Actions

Number	Date	Action	Responsible	Status
16-20	07-04	Duidelijkheid verschaffen tav verschil Career Services en Next. 251016 Over 2 weken nadere uitwerking in het Faculty board met Wijnand Alderink en Arjan van den Assem **221116 Faculty board vraagt de Opl. dir. om een notitie hierover op te stellen. 091017 Evaluation is part of a different proces. That's why it takes so long**	Faculty board	Item for next agenda
16-24	12-05	Algemene planning Yantai van het college doorsturen naar de F-raad 28 maart: wel om gevraagd, niet gekregen	Faculty board	Ready
17-02	14-02	Medewerkers informeren over stand van zaken mbt het internationaliseren van vakken **091017 Board will ask Dir. of Education to do so. Apart from that Internationalisation will be a special theme discussed in the Faculty Council**	Faculty board	
17-04	14-02	Bij de discussie van het samenvoegen van OC's ook meenemen de discussie over voertaal Engels bij OC's	Faculty board	
17-08	28-03	Verslag 14 februari op intranet plaatsen (and the minutes of the meetings in March and June)	Brugmans	Ready
17-09	28-03	FNV onderzoek bespreken samen met medewerkerstevredenheidsonderzoek en advies RAG	Faculty board	
17-10	28-03	Navragen of er ook facultaire vragen toegevoegd kunnen worden aan medewerkerstevredenheidsonderzoek	Faculty board	
17-11	28-03	Internationalisering meenemen als punt bij onderwijsmiddag	Faculty board	Ready
17-18	18-07	Inform Diederiks about the notification in the Lecturer Handbook about 5.49/5.5 difference. This notification should also be in the TERs	Brugmans	Ready
17-19	18-07	Final terms adjusting to the way they were last year. Discussion on changes should be held next year. Notifying the Director of Education about this	Faculty board	Ready
17-20	18-07	TER fellowship students and PhD students. Suggestions of the council will be taken into account	Faculty Board	Ready
17-21	18-07	TER fellowship students and PhD students will be for the present year, the	Faculty Board	Ready

Action

		TER can be different from the TER the year a student started. The will be mentioned in the TER		
17-22	18-07	Updated of new documents on Yantai should be more balanced in how issues are addressed. More formal.	Faculty Board	Ready
17-23	18-07	Yantai will be added to the educational Monitor	Faculty Board	
17-24	18-07	Formal reaction to the question about Yantai to the board	Meijles	Ready
17-25	09-10	Minutes 18 july: changes part of text page 3, modify actions and add minutes to th internetpage	Brugmans	Ready
17-26	09-10	Letter about “het gevoelen” of the council with respect to budget, “Arbo”report and Factsheets to be send to University Board	Brugmans	Ready
17-27	09-10	Invite Yongjun Zhao to next meeting to tell more about Yantai	Brugmans	Ready
17-28	09-10	Item for agenda February: Internationalisation	Brugmans	
17-29	09-10	Internationalisation: Check with Dir. Education about participation students in committees	Pro Geo	