



minutes

Meeting Faculty Council (FC)

Date and time
 25 January 2022, 13:30-15:00

Reference
 Final

Eliza van der Ploeg-Bout
 T +31 (0)50 36 33898
 e.s.van.der.ploeg-bout@rug.nl

Present

FC staff: Gwenda van der Vaart (chair), Dimitris Ballas, Emma Puerari
 FC students: Merle von Bargen, Zuzana Chlebecová, Rosa ter Haar
 FB: Johan Woltjer, Tialda Haartsen, Marga Hids, Hanne Punt
 Others: Fleur Bogema (Ibn Battuta); RECG; Arjan van den Assem (DoE); Carolijn Winnubst (Ombudsperson)

Landleven 1
 9747 AD Groningen
 The Netherlands

Absent with notice

Annet Kempenaar, Roberta Rutigliano, Frenk van Stipriaan, Anna Wieringa

Minutes taken by
 Eliza van der Ploeg

Last minutes (14 December 2021) approved
 Yes, without changes

1. Actions

Number	Who?	What?	Deadline?	See point
20211214-4	Hids	Arrange an emergency microphone at the reception desk Duisenberg for online lectures.	Next time.	7
20220125-1	Van der Vaart	Inform the Executive Board about the positive opinion of the FC on chapter 7 of the Education Monitor (quality agreements).	14-2	6
20220125-2	Woltjer/Van der Vaart	Combine comments on draft Assessment Policy and communicate to the COS.	a.s.a.p.	9

2. Finished actions:

20211102-1: Woltjer has contacted the DoE about the resit procedure in case of a positive result Covid-test (no grade restriction and possible 3rd option).

20211214-1: Hids has tried to provide an overview of the distribution of professors per department and per programme. However, it is sadly not possible to get an overview per programme.

20211214-2: The FB has sent an opinion/proposal about the 'schools' to the FC for information.

20211214-3: Hids has discussed with Communication about a social media 'campaign' for stimulating students to follow Covid measures for safety. It turned out that there is already so much information/communication circulating, that it was difficult to come up with anything more. Ballas has a new suggestion and will contact Communication himself. **[action?]**

20211214-5: Van der Vaart has emailed Van Dijk/GUF that feedback is necessary on why any application has been rejected. ProGeo has passed the information about GUF to Ibn Battuta for stimulating students to apply. GUF informed Van der Vaart that 18 submissions had been done in total for 3 years. Students are aware of GUF. Among staff there is still room for improvement. The board will notify the staff after Woltjer has contacted Paul van Steen. **[action?]**

3. Decisions/Advice

Number	Subject	See point
20220125-a	Education Monitor Decision: The FC gives a positive opinion on chapter 7 (quality agreements) of the Education Monitor. Van der Vaart informs the Executive Board.	6

Action

4. For information/received documents

a. FSS Plan Schools and UvhN December 2021

The FC appreciates the information. The document sent by the FB (action 20211214-2) was written for the University Board at their request. Woltjer gives a short explanation.

5. Concept minutes of 14 December 2021

The minutes are approved without any changes.

6. Education Monitor

The Director of Education (DoE) gives a short explanation. Every year the monitor is written for the FB and the central office.

The FC has discussed the monitor and has a few questions which are answered by the DoE. The DoE explains how mandatory matching will look like. The drop-out rate is quite normal. Some reasons for drop-out have already been taken care of. However, for Urban Planning, the study advisors monitor the current group to provide more data. The enrolment numbers of students on page 5 should be 250 for the Bachelor and 225 for the Master programmes.

The FB comments that the Education Monitor is important and it will be used for yearly assessment.

Suggestions of the FC are noted by the DoE.

The FC gives a positive opinion on chapter 7. Van der Vaart informs the Executive Board [action]. In 2023 the DoE plans to organize a survey about the education quality.

Woltjer comments on chapter 8 on creating a safe learning/working environment. There have been two training workshops (Active bystander and intercultural competences). This year follow-ups will be organized. Furthermore, the faculty organizes a Diversity Day where several related topics will be discussed. The FB is trying to get a trainee who will work on this subject more. The student assessor is working on inclusiveness for students. Also in development are guidelines for staff and students about inclusive communication (especially online).

7. Introduction of Carolijn Winnubst (Ombudsperson)

Carolijn Winnubst is the new Ombudsperson. This function is more aimed at policy advice/making compared to a confidential advisor (more for personal cases). Social safety is something we do together. From all the faculties Winnubst learns a lot and sees many good ideas and initiatives. FSS is the first faculty where the FB is present at the FC-meeting. Winnubst also visited the FB in a meeting and they already asked for advice/suggestions for improvement. FSS is ahead of other faculties on this issue. At the moment Winnubst has no concrete advice for improvements on daily base. Woltjer comments that perhaps on a daily base people could talk more about diversity and inclusion. It should be part of daily conversation.

Ballas announces the date for the Diversity Day FSS: 12 May.

The FB has tried to have a faculty code of conduct however the University Board was not in favor of faculties having their own codes. As the University Code of Conduct is too broad and not specific enough for our faculty community, the FB switched from code of conduct to guidelines for professional engagement for staff and students. It is still in progress.

Action

8. Covid-19 update

Van der Vaart and Haartsen both received an email with a call for more dialogue within the faculty/university about the Covid safety measures. The FC is aware that both the faculty and the university are already trying to do as much as possible within the consisting regulations.

The initiative to have a meeting at the start of a semester for all staff who are lecturing and the taskforce meeting was really well received. Perhaps this could be opened up for other staff as well. Furthermore, monitoring safety measures compliance is taken up at university/Zernike level.

9. Draft Assessment policy

The FB has asked the FC to comment on the draft Assessment policy, sent by the COS. Woltjer and Van der Vaart combine their reactions and communicate them to the COS [action]. After the policy is accepted it will take two to three years for implementation. It is noted that there is a shift from summative to formative testing. Also, the document lacks policy on 'new' teaching (it is heavily focused on written exams/testing). Furthermore, the FB notes that it will be more work for staff.

The Director of Education notes that one should realize that the policy is no law. One should approach it as a guideline. When it will be implemented, it will be in consultation with the coordinators.

10. Any other subject and closure

There are no other subjects.

The next meeting is Tuesday 8 March 2022.