



minutes

Meeting Faculty Council (FC)

Date and time

8 March 2022, 13:30-15:00

Reference

Final

Eliza van der Ploeg-Bout

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Present

FC staff: Gwenda van der Vaart (chair), Dimitris Ballas, Annet Kempenaar, Roberta Rutigliano

FC students: Merle von Bargen, Zuzana Chlebecová, Rosa ter Haar

FB: Johan Woltjer, Tialda Haartsen, Marga Hids, Hanne Punt

Others: Fleur Bogema (Ibn Battuta);

Absent with notice

Emma Puerari, Anna Wieringa

Landleven 1

9747 AD Groningen

The Netherlands

Minutes taken by

Eliza van der Ploeg

Last minutes (25 January 2022) approved

Yes, without changes

1. Actions

Number	Who?	What?	Deadline?	See point
20220308-1	Van der Vaart	Contact GUF to get feedback on why past applications of FSS have been rejected.		2
20220308-2	Hids	Take up computer capabilities in computer labs (for f.e. GIS).		4d
20220308-3	Hids	Contact study advisors to make sure housing issues are addressed in welcome mail to students.		4d
22020308-4	Hids	Continue/take up getting students back to campus together with Educational Team/Enuma (suggestions: obligatory social activity within course, attendance grading)		6
20220308-5	Woltjer	Check whether grade cap on resit will be reinstated and in how many courses it is used with DoE.		7a
	Students	Bring it up in programme committees.		
20220308-6	Woltjer	Forward suggestions about alignment and deadlines in 2 nd year to DoE.		7b
20220308-7	Students	Contact DoE about evaluation form.		7c
20220308-8	Kempenaar	Check whether the archive of Nestor will be transferred to Brightspace.		7d
	Woltjer			

2. Finished actions:

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. [update 8-3: The board has raised this issue at several opportunities. It is important to get the feedback on why the past applications of FSS were rejected. Van der Vaart contacts GUF.]

20211214-4: Hids has arranged an emergency microphone at the reception desk Duisenberg for online lectures.

20220125-1: Van der Vaart informed the Executive Board about the positive opinion of the FC on chapter 7 of the Education Monitor (quality agreements).

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Action

20220125-2: Woltjer and Van der Vaart combined the comments of the board and the FC on the draft Assessment Policy and communicated them to COS.

3. Decisions/Advice

Number	Subject	See point
-	-	

4. For information/received documents

- a. **Financial Annual Report:** For information. Hids answers two questions of the FC.
- b. **Revised Assessment Policy:** This is the final document for information. Follow-up on action 20220125-2. The FC would like to know what the FB will do with this policy and how it will be implemented? With this document formative assessment is supported and it will become stronger in the coming years than the final exam. That is one element. A lot of extra tasks are implied but the FB has to monitor to see that it is workable/doable. This will be discussed with programme committees and staff.
- c. **Councils meeting 25-2 update:** A major discussion point was the position of student assistants: in some Faculties student assistants feel treated differently than staff and are worried about voting rights. This is not something the FC notices at our faculty. Furthermore, it turns out that other faculties also see first year students lagging behind.
- d. **Programme committees update:** The PC EG/RES noticed that computers in the computer labs are sometimes too slow, especially for GIS. What is the faculty policy about updating software/hardware? Hids will take this up. The PC also discussed housing issues of students and wondered whether this impacted the drop-out rate. Does the faculty provide enough information? All information is probably already there on the faculty website and it could be more about managing expectations. Hids comments that before the start of the new academic year, all new students get a welcome email with information, also about housing. Hids will notify/contact study advisors to stress the point.
- e. **Best teaching practice award:** The FC noted that the communication was vague and the process did not go well. This was the first time it was organized. ProGeo gives their feedback to Punt for improvement next year.
- f. **Concept minutes of 25 January 2022:** The minutes are approved without any changes.

5. Back to campus

In the coming period in-period education resumes. There are a lot of in-person activities organized for staff and students. It has been noticed that some staff, but especially first and second year students have difficulties acclimating to being on campus again. Haartsen suggests implementing an obligatory social activity for students in semester 2B, perhaps within a course. However, there should be no extra workload for lecturers. It is important to show students why it is beneficial for them to come on campus. Perhaps it is also possible to implement attendance grading next to some obligatory activity. Kemperman is worried about/that students (who) have no idea what it means to be part of an academic community. Hids and the study advisor Enuma have already partly taken up this issue. Perhaps the Educational Team could organize a meeting with lecturers of 2A and make an overview of courses suitable for obligatory social activities.

6. Blended learning

This subject relates partly to the former item on the agenda: back to campus. The underlying document is a concept and faculties are invited to give input. Woltjer already discussed this with the DoE and some items mentioned are:

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Action

- All kinds of suggestions for Brightspace
- Studio facility
- Embedded expert
- Improvement of ability to use software (GIS) and to use it mobile (possible to take home)

Ballas notes that having computer labs might not be so relevant in the future as more and more students bring their own laptops. Besides, the computers in the labs are not good enough (especially for GIS – see point 4.d.).

Van der Vaart would like to know whether there are any guidelines. What does the faculty want to do with blended learning? Also, the concept document is much more about blended teaching than about blended learning and the student perspective is missing.

The current discussion is about online learning within face to face on-campus education. Woltjer will discuss this item also within other platforms and takes all suggestions/comments back to COS. The TAG will probably take the lead.

Kemperman notes that in the design ateliers in OBS, some groups worked with computerized screens, which improved the interaction between team members greatly. Hids comments that the faculty starts with one screen in the new building (“kas”).

7. Any other subject and closure

- Grade cap on resit:** ProGeo mentions that the rules about a possible grade cap on the resit were lifted because of Covid-19 and ProGeo would like to know whether it will be reinstated. Before, it was up to the lecturer whether they want to use a grade cap on a resit. Woltjer has to look it up and in which courses it is used (check with DoE). A grade cap on a resit is a complicated matter. It depends on the course and the arrangement of assessments in courses. Kemperman is in favour of a save way to learn from failing. Action: Students bring it up in the programme committees.
- Workload/deadlines 2nd year:** ProGeo mentions that 2nd year students are struggling with the workload/deadlines. In certain master programmes the coordinators and staff meet to discuss the alignment and deadlines of the programme. Perhaps this could be embedded better and in all programmes. Ballas suggests to also put the information from Ocasys/lecturer handbook into a spreadsheet/overview by the Education Office. Woltjer forwards this to DoE.
- Survey/evaluation form:** One of the questions is: How does the course fit into the programme? The students suggest to perhaps add: How do you perceive the workload of all courses? Action: Pro Geo will discuss it with/contact the DoE.
- Transition to Brightspace:** Some staff have are worried about the access to data (grades and content) stored in Nestor, as Nestor is also used as archive. According to Hids the archive of Nestor will be transferred to Brightspace. Kemperman and Woltjer will check.

The next meeting is Tuesday 19 April 2022. The chair closes the meeting.