



minutes

Meeting Faculty council

Date and time

18 July 2017, 15.00-17.00 hours

Present

Erik Meijles, Fanny Janssen, Wim Meester, Gerd Weitkamp, Wendy Tan, Renske Simon, Marijke Rommelse, Henri Batterink, Wierd Folkertsma, Oscar Couwenberg, Ester Marije Klop, Tialda Haartsen, Dion Glastra

Audience: University Council and 2 new members Faculty council

Minutes taken by

M. Brugmans

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Action

1. Opening

The chairman opens the meeting and welcomes everyone.

2. Announcements

It's the last meeting in this formation, only Gerd Weitkamp en Wendy Tan will remain in the next Faculty Council.

3. Determine the agenda

No changes.

4. Discuss the minutes of March 28 and June 20

The minutes of both meetings are agreed on. One remark in response to the Teaching and Examination Regulations (TER): the Lecturer Handbook has a regulation that a score of 5.49 is insufficient and a 5.5 is required to pass. This regulation should also be included in the TERs. Brugmans will pass this on to policy officer education (Diederiks).

Brugmans

5. Discuss the Teaching and Examination Regulations

- Addendum to Human Geography and Urban and Regional Planning and Spatial Planning and Design

During the translation of the end terms of the bachelor programmes (also in the TERs,) there have been changes made to the final terms. They have not been translated and positioned in an international context, but content-wise, they have also changed. This is particularly the case for the HGP bachelor. These changes have not yet been discussed with the teaching staff. The faculty council advises the board to 1. All current changes content-wise to the final terms should be reverted and 2. should be discussed with the teaching staff next year and 3. Study guides should be checked for consistency for the end terms for 2017-2018. *The board agrees to this advice and will discuss this with the Director of Education.*

Faculty Board

- Teaching and Examination Regulations fellowship students and PhD students

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* The TER is in Dutch and in English. The council focused on the English version, as the PhD programme is taught in English. *The board explains that the Dutch version is directly related to the WHW. Some words are therefore hard to translate, so the Dutch version is used for the exact wordings in relation to current legislation.*

* For which exact students is this TER meant for? *The board explains that this TER is for bursary students only, the Dutch version is clear about this, a good English translation is missing.*

* Only the primary supervisor is mentioned, but it is FSS policy that all PhD students should also have a daily or primary supervisor. *The board explains that in the Dutch version this is clear, the English text will be re-checked on this point.*

* Academic fraud is only mentioned as having consequences for the educational portion of the trajectory, but that it should also affect research. *The board explains that this document is only about the education part of the PhD programme. Research regulations including fraud can be found in the PhD manual. You can also find all kind of documents on the website of FSS, but it is hard to find unless one knows where to search.*

The council trusts that the board will be making the promised changes. The faculty board will add an introduction page to the TER.

Faculty board

The TER fellowship students and PhD students will be updated every year. For these students, the TER of the current year is binding, and not the TER of the year they started. This will be mentioned in the TER itself.

Faculty Board

6. Discuss and vote on Yantai

Based on the Faculty Board letter responding to our questions and an informal discussion, the council has formulated the following discussion points for the board:

* (Weitkamp) Being aware of the cultural context is more than just setting up the education program. This is hardly mentioned in the memo from the board, but is a big issue in making UGY a success. *The board answers that of course this is a very big issue, especially in the beginning. It will cost a lot of time and energy, but we will also get to know new perspectives. Specifically for the campus, everything will be in English on the campus and students will be prepared in the classes to be integrated in a western culture.*

* (Meijles) points out that in the memo some issues are mentioned in a positive manner and while other issues are hardly mentioned, whereas they have been discussed during previous meetings. A critical, negative perspective is lacking. It would be better to write a more balanced text. *The board takes this into account.*

Faculty Board

* The council would like to have more details. *The board explains that the project team will work on that. The board has made a suggestion about the formation of the project team and made a budget available but there are no names mentioned yet.*

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* (Janssen) In the document research driven education is not mentioned. *The board explains that this is already in the terms. FSS is not going to just copy-paste our program, the main difference will be in the examples/cases used in the program.*

* (Tan) How will the quality of the educational program be guaranteed? Now EIP has a max of 30 students, what if in Yantai the group will be bigger? *The board explains that the recruitment of the students will be the other way around. We determine how many students we want to be admitted. This depends on how many staff is available. Getting top students will probably not be a problem, top teachers might be a problem. FSS will get help with the staff recruitment from a recruitment agency. In Yantai, we will also get some form of "BKO", to ensure the educational quality protocol is the same as in RUG. There is a difference in cultural perspective on how to start a program: We start small and do what we can and the Chinese want to start big, or otherwise your program is considered a failure.*

* (Weitkamp) How do we monitor if the quality of our program increases. *The board explains that we have our educational monitor so we can see how, for example, the international classroom is doing. Yantai will be added to this.*

Faculty Board

* Suggestions about communication with the staff: The council would like to see this much more concrete. The project team should be making the staff part of their activities, not by only making announcements. This clearly comes out of the experiences of the last meetings. Reflection from staff is also missing, at some points there is no room for discussion. There should be consultation with all staff (not only EIP staff), and students. This should be structured in a communication plan, what is missing thus far. The Faculty Board should be the head of the project team. The project team should get a clear assignment with a clear vision for Yantai from the board. *The board explains that we still have many things to settle. We start a UG program, based in Yantai.* The council suggests that the board should involve more staff, not just waiting on the project team, but use the knowledge that is already present in the Faculty.

After this discussion, the council asked the board and audience to leave the room, so that the council can vote. After doing so, the board and audience are invited back in and the chairman announces that the council gives a careful, positive advice to the board to cooperate on starting EIP in Yantai. The council is looking forward to seeing the starting document and the board's vision or hearing about a starting meeting including the communication plan. The official letter with the answer of the council will follow as soon as possible. *The board thanks the council for being cooperative on this whole issue and will continue working on making it a success!*

Meijles

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

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8. Closure and date next meeting

The chairman closes the meeting and thanks everyone for the last year.
The first meeting after the summer will be on October 3, 2017.

minutes

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, idem voor actiepunt 16-21. Dit punt Evaluatie Career Services komt hiermee als apart punt te vervallen	Faculty board	Volgende keer agenderen
16-24	12-05	Algemene planning Yantai van het college doorsturen naar de F-raad 28 maart: wel om gevraagd, niet gekregen	Faculty board	
16-47	25-10	Memo met concrete vragen Yantai sturen naar Faculty board	Meijles	Ready
17-02	14-02	Medewerkers informeren over stand van zaken mbt het internationaliseren van vakken	Director of Education	
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	
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	
17-13	20-06	OER bursalen: Agenderen voor Fraad 18 juli	Brugmans	Ready
17-14	20-06	Opmerkingen bij OERen zsm doorgeven aan Diederiks en Van den Assem	Brugmans	Ready
17-15	20-06	Memo opstellen voor FB inzake Yantai	Meijles	Ready
17-16	20-06	Memo op intranet plaatsen	Brugmans	Ready
17-17	20-06	Consultatierondes organiseren voor medewerkers en studenten	Brugmans en Rommelse na input van Meijles	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	

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Action

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	
17-20	18-07	TER fellowship students and PhD students. Suggestions of the council will be taken into account	Faculty Board	
17-21	18-07	TER fellowship students and PhD students will be for the present year, the TER can be different from the TER the year a student started. The will be mentioned in the TER	Faculty Board	
17-22	18-07	Updated of new documents on Yantai should be more balanced in how issues are addressed. More formal.	Faculty Board	
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	