

MINUTES 191TH FC MEETING

Thursday September 28th 2017, 10:30 AM – 12:00 PM, Mandeville Building T03-42

Attendees

FC Members	Guests	EB	Secretary
Marja Flory (Chair) (MF)	Elmer Smaling (ES) - EM	Dirk van Dierendonck (DvD)	Job Heidkamp
Tatjana Schneidmüller (TS)	Dolly Vellanki (DV)	Anne van de Graaf (AvdG)	
Helen Gubby (HG)	Marc Gijsbers (MG)	Eric Waarts (EW)	
Mohammad Ansarin (MA)	Saskia Bayerl (SB)	Steef van der Velde (SvdV)	
Amy Janssen-Brennan (EJB)	Gabriele Jacobs (GJ)		
Elisa Vandensteene (EV)	Sandra Langeveld (SL)		

1. Opening

2. Agenda

Agenda item 9 is removed as this item concerns an internal discussion.

3. Approval minutes 190th FC meeting

The minutes are approved.

4. Announcements

The EB announces that on November 1st a new HR director will start.

5. Follow-up to-do list last meeting

The to-do list of last meeting is updated as follows and on some points discussions followed, which are presented below the list.

Task	Person Responsible	Progress
Put issue on coffee machine forward to University Council	KH	Pending
Look into possibilities of a survey on demand for more opening hours	AvdG	Pending
Looking into number of staff affected by the 'six month loophole'	AvdG / DvD	Done
Chase up issue of coffee machine at EUR Central	AvdG	Pending

AvdG: With regard to the coffee machine we keep in contact with EUR Central about the substitute for people who are vegan or allergic. With regard to the opening hours we are still busy gathering information from Central services and rechecking the data. University Support Centre was also asked to give a quote of the extra costs of opening on Sunday. In the coming time it will be decided whether a full new survey to infer demand is needed.

DvD: The number of people affected by the 'six month loophole' is on six, all within the Finance department, with an average of 0.4 fte. These people are attracted to catch up with the spike in thesis supervision demand.

HG: With this kind of practices that RSM and other Universities use, you get a pool of people who disappear and reappear after six months.

DvD: This is not a structural policy of RSM, it is only used for thesis supervisory spikes. Moreover, the temporary contracts add value for the people who mostly do other things outside RSM.

MF: The HR committee can meet in a separate meeting with HRM to discuss this issue more thoroughly.

6. Discussion of diversity report, with Saskia Bayerl

SB presented in her role as Associate Dean of Diversity the diversity report, available on the intranet. It shows the developments from now compared to March this year and gives, among other things, an idea about the current state of inclusiveness. Multiple measures are in place to improve the various sorts of diversity, although new suggestions are always welcome.

MF: Given the fact that the EB finds diversity very important do you think you are given enough time to work on your tasks as Associate Dean of Diversity? SB: Personally I would say I have enough time, so I would rather increase the team working on diversity than increasing my personal time dedicated to diversity. DvD: Note that SB is not the only one involved with diversity, many others put in hours to this. SB: Agree, although to have somebody doing the footwork or working out the details would help out.

As the report only came available on the same morning as the meeting, the FC was unable to discuss it thoroughly. In-depth discussion was postponed.

7. Discussion on 'tagging' of spending structural funds 'studievoorschotmiddelen' in the budget, with Eric Waarts

MF: The FC agreed last academic year on more teaching staff for the spending of the structural part of the 'studievoorschotmiddelen' (Study Advance Grants), once it would become sure that this part would be structural. During summer it became clear that from 2018 onwards this would be the case and the EB decided that from these funds €731k (yearly) would be spend to finance eight (senior) lecturer positions, one for each department. With this the FC was very pleased. However, in the total budget this does not seem to be visible: in 2017 there are lecturers totalling an 18.45 fte, in 2021 13.40 fte. Moreover, the Dean sent a letter containing the message that there will be a discussion with the Departments on how this money should be spend. How does this relate to the earlier decision of the EB and the plans the FC approved? Where is the extra teaching staff?

SvdV: We have a four year commitment of the CvB with regard to these funds but right now we are also faced with political uncertainty from The Hague. It is important to note that there a lot of dynamics going on, which differ per department. Think of future student numbers, staff changing roles, people leaving, et cetera. Some departments already hired two, some are still busy. Also, visibility in the budget would be possible, but only with the assumption of other things keeping stable, which is not the case. At a higher level, the budes shows an increase of 20 ECTS, whereas student numbers are stable. This leads to an improved student/staff ratio, which is what the SVM means are intended for.

As the discussion could not come to a proper ending it was proposed to let a subcommittee meet with the EB. In February more information on this topic will become available with the 2018 financial prognosis. Lastly, it was stressed that the information and guidelines should be clear to the departments.

8. Discussion on progress Boost the Bachelor, with Gabriele Jacobs

AJB: With regard to the proposed 'tracks', are there safeguards in place when too many student choose a certain track, also given that the tracks will be demand driven? Besides that, will there be dedicated track coordinators? GJ: First we will find out what the demand from students is and with that we will design five equally preferred tracks. This is what was meant by 'demand driven' but of course we are aware of possible peak issues. We are still looking for the best governance model. Right now, the Chairs of the departments suggest colleagues who are to develop the tracks. It is work in progress.

EV: The quality of examinations is not really consistent. What measures are you intending to take to improve the situation? GJ: We are aware of the situation. We are planning to optimize the enforcement of and the commitment to the regulations in place. Besides a solid control system with for example peer feedback, it also about enabling role commitment, about clearer responsibilities.

EW: To prevent accidents from happening in the future the questions for the exams have to be finished earlier structurally. GJ: If accidents do occur professors are asked to write a reflection report and are asked what will be done to prevent the situation in the future.

EV: Besides this issue, it is known that for some courses the ratio between the amount of exams to correct and teaching assistants is out of proportion. Even if the TAs are willing to put in more hours they cannot ask for it because it will result in taxable income. What will be done about this, will there be guidelines? EW: We will not introduce guidelines but departments have to show us what they do. If it is found out afterwards that things did not go well, then for next year, they have to report what will be done differently. EV: Is it possible to send out a survey to the TAs? EW: These situations are hard to objectify, from case to case judgements can be made. TAs have to complain, otherwise we do not receive signals. GJ: We also have focus groups with the TAs. MF: We will await the results from those focus groups.

12. Any other business

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13. Closure

To do before the next meeting

Task	Person Responsible	Progress
Look into possibilities of a survey on demand for more opening hours	AvdG	Pending
Meeting of HR committee with the EB on 'six month loophole'	HG	
Chase up issue of coffee machine at EUR Central	AvdG	Pending

Meeting with EB on tagging structural funds studievoorschotmiddelen	MF	
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