

206th FC external meeting

Thursday June 27th 2019, 10:30 AM – 12:00 PM, Mandeville Building T3-42

FC members	Guests	EB
Amy Janssen-Brennan (Ch) (AJB)	Irene van der Veen (IvdV)	Anne van de Graaf (AvdG)
Jonas Kaiser (JK)	Carla Dirks-van den Broek (CDvdB)	Dirk van Dierendonck (DvD)
Mohammad Ansarin (MA)		Steef van der Velde (SvdV)
Jessica Woitalla (JW)		
Isabel Boekestein (IB)		
Karen Rickers (KR) (V-Ch)		
Elisa Vandensteene (EV)		
Helen Gubby (HG)		
Dr Marja Flory (MF)		

Secretary to the Faculty Council: Rixt Baerveldt

1. Opening

2. Agenda

3. Announcements

DvD mentions that our new Dean is currently arranging the final things before he can start. The current Dean will step down from the first of September, and the new dean will start at November first. In the meantime, DvD will be acting dean of RSM.

JW mentions that there are centralization issues between the faculties and Central. For example, during the application process for the Erasmus Grant, which has recently been centralized. There are still a lot of technical issues and communication problems between EUR Central and the faculty. AvdG says that she will check this issue with the head of the international office, who is aware of the issue.

4. Follow-up to-do list 204th FC meeting

The EB was to send the current harassment policy of RSM, which has not been received yet. However, IvdV is attending this meeting to give some clarity on the current policy in agenda point 6; Ombudsman.

The other to-do point was for the EB to write a letter of response on the Exam Quality report of the FC. This letter has not been received. The FC wants to see an action plan as it is a cultural and systematic problem. Rixt will send the report on Exam Quality issues to the EB again, so that the Dean of Education can write a formal response.

5. Approval minutes 205th FC minutes

6. TER

CDvdB mentions that the examination board already agreed with the changes proposed earlier. These changes have been discussed with both program committees last Tuesday. The committees have not given their advice and approval yet. There might be comments on certain details but these CDvdB expect no major comments.

She also mentions the changes within the BSC is in the first year. The sandwich year has been removed from the program and becomes extra-curriculum. Furthermore, it is not possible to arrange a combined thesis within the double degree, so students who are doing both studies will have to do two separate thesis. There will be an arrangement for the current students, who will be able to do two shorter thesis trajectories. This is not yet included in these TER rules, as it has been discussed this week. This only applies to the Dutch bachelor programs.

HG raises the objection on the provision that students are not allowed to go to the toilet in the first hour. A student should have the right to go to the toilet. There has to be a provision in place that allows students to go to the toilet in this time. CDvdB mentions that this regulation is part of the TER. The issue has been discussed with EUR Central, who tells them that if the student has to go to the toilet, this should be possible. AJB: If this does not have to be enforced, why is it in the regulations? The FC will not accept the TER when this provision is still in place. CDvdB mentions that she will take the issue back to EUR Central.

EV: In the section about admission requirements (p.13) and the exemptions for applicant who have obtained their international baccalaureate, however the European baccalaureate is not included. This should be included in the TER for RSM admission requirements. AJB will add this to the TER.

EV also mentions that there is a very small gap between the date on which the final grade has to be published and the date on which the student has to apply for their re-sit (p.16 section 4.1), which is one week before the re-sit. The students have less than one day to apply for their re-sit. It should be possible to expand this margin for at least one day, for example 10 days before the re-sit. CDvdB will discuss this issue with program management, as they know best what is feasible.

JW mentions that it might be helpful to put explanatory feedback session and perusal in the definitions list (Article 4.3). DCvdB agrees with this. Furthermore, JW mentions that one of the provisions shows that right after the exam, the answer key to the exam should be posted. Is it possible to put a provision in the TER that says that examiners need to post the questions and answer keys right after the exam? Technically, they should already be doing it as it is already in the rules and regulations. CDvdB will look into this and see if it is possible to implement the proposal.

Another proposal of JW is to include the feedback sessions in the course schedule, and let program management have this planned before the course starts. CDvdB says that this has already been discussed, but there seem to be practical impossibilities for some courses.

The word 'accreditation' of universities is not explained sufficiently, and therefore the word will be changed to 'national accreditation' to make it clearer. This will be included in the TER by CDvdB.

CDvdB will update the FC about the proposed changes, by e-mail. The FC will give a consent via e-mail if applicable.

7. Ombudsman (with Irene van der Veen)

IvdV has prepared a presentation to share the actions that have been taken against unwanted behavior and to create an Open and Safe culture at RSM. The results in the presentation are from the Employee Survey of RSM, with a response rate of 70%. There is an increase in unwanted behavior at RSM since 2014 (17.2% in 2018). Furthermore, respondents think it is not clear where to go to when you experience unwanted behavior. Most unwanted experience is verbal abuse, but there is also sexual harassment, bullying and discrimination. RSM is aiming to a culture in which staff and students interact and are feel free to express themselves openly in situations of inappropriate behavior and RSM aims to achieve this through awareness and openness. Some departments are given specific attention as there is more unwanted behavior than other departments. Managers have an important role in creating the safe environment. Therefore, four workshops have been given to managers and more will be held after the summer. The objectives are to (1) create awareness about issues of inappropriate behavior, to (2) strengthen the share to commitment to create an open culture and to (3) reintroduce the confidential counselor's role. The counselors have participated in these workshops as well. Managers should consult HR when they are faced with a problem, give support and. Managers have been asked to introduce confidential counselors in their team and to be aware of their own conduct.

MF: What if the head of the section is the person that you have a problem with, who do you go to? Suppose I am a junior, I can go to the counselor but he or she does not do anything. IvdV says that the confidential counselor can only do something when you allow them to. They will advise you on which path to follow. MF: I have heard stories of the counselors sharing stories in the department and therefore they are not confidential. IvdV ensures that this person will stand by you. The counselors now follow training to professionalize their role, thus more attention is given to it. If you do not want to go to the counselor in your department, you are allowed to go to one in another department.

MF: What are the sanctions for a person when there is unwanted behavior? IvdV: There is an official complaint procedure. There are no specific sanctions per case, however this could lead to a resignation in the worst case. SvdV mentions that it is hard to have sanctions on paper for specific situations, as there is a principle of fair hearing. RSM tries to invest to create a safe psychological environment. There are different courses in place for employees to follow, after unwanted behavior. JK: Do you think this plan and procedure that is in place is actually effective? SvdV: There is no guarantee that this method will work, but this is all we can do. If someone feels safe enough to step up, we want top management to intervene and act to this problem.

IvdV also mentions that the new policy/code of conduct, and a roadmap to know where to go to with which issues, are yet to be finished.

8. Employee Survey action plan

IvdV has sent the action plan regarding the Employee Survey.

HG: Regarding the sustainability goals of RSM, why do we not have plastic bins in each department? AvdG says that this is only a matter of time, as a couple of pilots are already in place for this issue. These bins will be placed in more buildings.

JW mentions that some schools have a policy to reduce carbon emission, does RSM have a similar policy. AvdG: Not yet, but the EUR is moving fast on this. $\frac{3}{4}$ of the carbon footprint is because of mobility, including business travel. Policies are being made and these will be discussed. The EUR does have a generous contribution when you travel by public transport and with the car this is not

the case and you have parking fees. AJB: Some people do live in places where it is not possible to take public transport, and those are penalized by taking their car. Maybe there should be more considerations to make differentiate in for example salary and parking fees. The EUR will be revisiting all of these points to improve its policy.

9. Extra meeting July 11th

An extra meeting is planned on July 11th, in which the main agenda point is the Budget.

10. Any other business

11. Closing

To do before next meeting	Person responsible	Progress
Letter of response on exam quality issues	EB	
Include the European baccalaureate to the OER admission exemptions	AJB	Done
Update FC about the OER proposals (by e-mail) and implement proposed changes	CDvdB	