

227th FC external meeting

Thursday May 20th 2021, 10:00 AM – 11:00 AM, Online via Zoom

FC members	Guests	EB
Jacomijn Klitsie (JK) (C)	Anna de Waard-Leung	Ansgar Richter (AR)
Mohammad Ansarin (MA) (VC)	Michel	Peter Roosenboom (PR)
Silvija Prancane-Verhoef (SPV)		Claudia Rutten (CR)
Helen Gubby (HG)		Myra van Esch (MvE)
Marja Flory (MF)		
Tristan Davanzo (TD)		
Mathilde de Jonge (MdJ)		
Keisha Mathews (KM)		
Malin Holm (MH)		
Younes Assou (YA) (VC)		

Secretary to the Faculty Council: Rixt Baerveldt

1. **Opening**
2. **Agenda**
3. **Announcements**

MvE is the new Director of Operations, it is great to have her getting into the role. I am really glad to have her coming on board.

NPO update (Nationaal Programma Onderwijs)

AR: I can probably give some headlines, and PR can complement that. The Nationaal Programma Onderwijs has been decided and will be rolled out. We gain from that program approximately 50 to 60 million in total that will be used to different purposes. A part of that is distributed to the individual faculties. In this calendar year of 2021, we can expect a funding of in total approximately 2.2 million in three categories. The first is an increase in the first money stream income. Another part is funding that will be used around the lines of HOKA funding. The last amount of money is for additional support in the classroom. We can expect to receive 2.2 million. In addition to that there might be other sources, particularly in the research part. We do not know what will come and under that conditions. We are working out what the money will be used for.

PR: We will meet up with the controller and see how we are going to be able to deploy that money. Some of the money is only available for 2021-2022. And some of the money is available for a longer time. We need to discuss this and get back to the faculty council. AR: This is very good news. It is our responsibility that we spent it wisely. Make sure that it really benefits students. That there is a better support structure, and we want to spend this money wisely.

Erkennen en Waarden update

PR: There has been a third and almost final draft in the rewards and recognition report. I am happy to share it with the FC after this meeting. It has been finalized after this week. There is the EUR vision how to implement recognition and rewards within different faculties to create a positive societal impact. This means

we can start putting together a roadmap for the school. This is also something that we are coming back with to the FC. We would also like the FC to think along. We have the faculty grid, which was developed last year. That will be back on the agenda. JK: Great.

Project for Money Streams

AR: we have kickstarted a project. In the last FC meeting and in previous meetings, the relationship between RSM faculty and RSM BV has come up various time. There is a shared feeling that the relationship is in need for revision. The way in which the money has been treated are not clear. There also is insufficient commitment of people that are part of RSM faculty to actually teach at RSM BV to achieve the objectives that we have in that area. Whether that is in MBa programmes or other programs. The financial relationship between RSM faculty and RSM BV needs to be revised. The timeframe of this is to have a proposal on the table before the summer. In the second part of the year we would like to organise this relationship. It would be good to be aware of them. JK: This is wil an external consultant right? AR: Yes. This kind of project needs a lot of conversation. He is going to lead this, but it is a fulltime commitment of 12 to 15 days of this. It is not as big of a commitment. He already knows the structure of the faculty, but also the one of RSM BV. That helps in these kind of projects. He knows the structures of RSM faculty already. He also had a major role in the restructuring of RSM BV, that helps. JK: Does this mean that there will be more regulations for the department for how the funds are coming to either salaries or income of the departments AR: I would wish for clearer rules of the game also within RSM faculty in this respect as well.

MF: Don't we have this knowledge in-house? We have a strategic management department, we have an organisational change department. There are some professors that are known in change management. Why do we need to hire someone? AR: There is an outside perspective that is of real value. That is something that we have already seen as being beneficial. We are not using a number of consultants. The strategy development has been done largely without external consultants.

4. Follow-up to-do list 226th meeting

5. Approval Minutes 226th meeting

Some changes still need to be made.

6. Investments online/offline education (Michel Lander)

7. Contract extensions update

JK: A couple of months ago we approve the number of contracts. We received some questions about the number of contracts being terminated. PR: I have been in contact with HR and I did get an answer that I will share with you. This relates mostly to professional services staff, because academic staff is not included in this temporary policy . They have other articles with wider options for fixed-term appointments. A third renewal was given for 24 individuals and for 18 individuals can still be extended. If you have more specific questions, I can relay that back to them.

MF: The first question is, how many people do get a permanent contract. How many people get their contract terminated? Is the position then also terminated? I got some anonymous e-mails about people telling me that their contract is terminated, but not their position. That is a knowledge strain. Is the position also terminated? We would like to see that. It is not only for non-academic staff. We have the same problem with teaching assistants. They are working via EURflex, while there is a CAO for university. If the teaching assistants could work via HR, as working via EURflex is against the CAO that the university has made. I am wondering if this is good for our image. People do not want to come forward, but they want me to raise this issue. They are afraid that they do not get extension, so they are thinking of leaving.

HG: You are aware we have people on temporary contracts. One of the people had to have tenure. A lot of

people do not have tenure, which brings a burden of people that do have tenure. If the prognoses for increase students numbers are correct, how do you balance this out with a fairly reluctant policy to renew a contract. MA: The regulations say that it either needs to be a internal faculty member or someone on tenure track. HG: It seems that that does not have worked. MA: I once got into a fight about it, so I can send you the article . MF: It is also about academic staff. I got two e-mails of people in academic staff that were worried about this. PR: I can follow up with HR. I asked this question as well but they said it was difficult to get this information. Can follow up with HR to answer some of the questions MF asked. I asked these questions myself, but I got the answer that it is difficult to dig this up. Concerning the student assistant, there is also the tutor academy which you are well aware of. I can ask HR to dig up some of these statistics. Concerning the tenure staff, I can confirm what was just said, tenure track is also able to supervise teachers. Tenure track staff can be combined with other in these committees. MF: They should be doctor. To assess somebody, you should have degree that it higher. JK: This is an examination board issue. Any final questions?

8. Physical education (With Michel Lander)

JK: AR and PR already introduced the NPO funding. The face-to-face discussing was planned for now. ML: Nice to meet all of you. I quickly touched base with JK earlier this week. Everything is kind of last minute and not necessarily by our personal incompetence. The ministry had decided that there was extra money, and we got our briefing only this month. Before the end of the year, a large part of the money has to be spent already. Otherwise these funds disappear. We do not want that. We have not done a good job in supporting student in their mental and physical wellbeing. I have asked people in T5, students advisors and programme management to think of ideas to potentially be able to spent this money on. I am here to run some of the ideas by you. At the end of the day this needs to be approved by the faculty council. It has to ultimately be decided in September. Another goal is to see some of the ideas on your end that can be considered. A final thing is that there will be a meeting with EUR central, about some of the centrally allocated money and how that can be matched with or complement some of the activities that the schools are doing. I suggest that one of you would be suited to be on the committee. Are there any questions now? JK: go ahead.

ML: There is 444.000 for doorstroom en wellbeing, and 200.000 which is 'extra handen in de klas', so extra teaching resources. We are specifically talking about the doorstroom and wellbeing . We are talking about the 400.000 now. The rules for the other have not been clarified yet. In terms of the wellbeing, I am going to highlight some of the projects that have been highlighted. One of the largest is the online assessment supporting team. This was set up at the RSM, as there was not central provision by the EUR. This was only set up for one year, our recommendation would be do let this go though for one more year. The estimated cost of that is 100.000. Then a second largest investment is for students that are trapped, we are transitioning the bachelor program so some courses will be changed. If students fail these courses and there is no final chance to make up for these exams, there is no chance to make up for these ECTS. We want to make sure that we give them the possibility to still to these courses. The same goes for the students that use the option of the soft cut, so that we quickly can see if we can make sure that they can continue with their master students last year. It would mean extra workshops to that they are actually passing. That would be estimated on 35k to do this. To have teachers help offering it, and the support to find these students and to make it operational. In terms of other wellbeing options. The student advisory team suggested that we could employ more advisory staff to help students with their online education and onboard them better. They have a fair chance to start of on the right foot. That would mean additional people to being able to conduct the interviews and making sure we understand the needs of the students. And secondly there seem to be big needs, to see what we can do in for example course work. And then in terms of wellbeing. There is an idea in terms of buddy systems. Also requests from people that would like to have a mentor in the second year. And then reinstating more social activities in the programs that have been lacking. To make it more central and more inclusive. To get everybody back connected. And a final big idea which is supposed to help all the student is that IMC is suggesting to use a client contact centre software. When students have questions, they have to search a lot of pages to find what they need. This software has been investigated for some time now. With it, all questions that students have could be more easily found. It also has a ticketing system. The budget for that is 25k. All in

all we are about 250k, which still leaves another 150k, almost 200k. There is room for other initiatives. If you have other suggestions I would like to hear them.

YA: You said something about the central questions place. Is it a chat bot? ML: There is a function, but there also is a ticket function which goes to the right place in T5. It can be more easily tracked, instead of having all these e-mails going back and forth. There is also a chatbot function to help students find these students find the right page.

JK: YA and MdJ have volunteered to become the point of contact for this. They will also help you meet with EUR central.

HG: YA and I are in the university council. There is a huge student wellbeing project going on, how are you liaising with the student project. We have our own part of the budget. The advice is that we do not steer into the direction of hiring psychologist as that is already done centrally. One of the exercises will be that we discuss these plans with Central, and based on our initiatives, they make sure that there are now duplicate plans. They let us make the plans first. This is where the central meeting is for. I hope that helps. JK: Thank you for informing us. We are ready to help you out where necessary. We approve these ideas.

9. HOKA report (With Anna de Waard-Leung)

JK: Thank you for supplying us with a very detailed report. We are very happy with your work, and there will be a positive letter of advice. The only thing is that the role of the HOKA working group is a bit unclear to us in the sense to what is the influence we have. We feel mostly informed, but we would like to have influence sometimes. So, our suggestion in the letter would be that there could be an evaluation of the organisation after two years. To see if some things could be changed in terms of impact. AdwJ: That sounds good. As I mentioned in the meeting already in July, it is the point where the HOKA working group will connect with the steering committee. At that point I will make sure to include an agenda point for the evaluation of the HOKA processes. On top of that, during the evaluation it would also be good for us to evaluate the existing projects. In 2022, there may be an opportunity to reshuffle a few things, so if you have feedback we could discuss that further in September. I will also communicate with the steering committee if we can restructure the steering committee to next year in order to have the HOKA working group included with certain major decisions as well. JK: Before that meeting, suggestions would be good to be included so that the steering group can take them. Thanks.

AvdW: Is it possible to get a letter on the NPO projects. JK: We can consent to the planning of the projects.

AvdW: If ML could make a list of the projects. If you could give consent to explore those better. That would be helpful, the consent is not on specific.

ML: This is quite important. These two funds follow the HOKA reporting cycle and the administration would be appreciated. JK: If we could get the list, I could definitely get you a letter of consent when there are issues coming up there.

AvdW: EUR central just confirmed a report template to provide feedback on HOKA. I received it this morning and I need to look into it. In preparation for the auditing in 2022, they have asked a reflection paper to be submitted by the end of December. We do not have to rush, but I will discuss the report with the existing working group members, with the draft already. The final report will come back to the FC in the fall. JK: Two of the members in the working group are staying, so that is helpful. Thanks for letting us know.

10. MSc TER 2021 – 2022 (With Carla-Dirks van der Broek)

MA: We want to talk about the TER and following your e-mail on our concerns on remote assessment, I think it might be better to have that conversation with the examination board as well. Our main concern is something that we also mentioned last year. This is about the online tests. We want to see some separate article about the teaching and examination regulations. So that there are clear guidelines to create exams and how students should take exams. This year has not been included in the TER. You sent us a document about remote assessment with a lot of good information that we are seeking. It is good to keep this information

separate as a lot can move or change. I still cannot understand that some of the information in the menu cannot be integrated in the rules or guidelines. A lot of the content can be included in the guidelines as well. CDvdB: The menu is for examiners on how to draft their exams. Not only the basic rules, but also the practical guidelines. Those guidelines are not for the TER or the examination board. The menu could be an appendix, could be. The menu is updated during the academic year, because there are more technical possibilities. New EUR rules, like proctoring with a second camera, they are involving constantly. We have to be flexible, we cannot establish it once in a year. MA: We have had a similar discussion last year. Rules of normal exams should be written for online exam. CDvdB: Written exams can also be remote. MA: Yes, I mean remote exams. The length of the exam is specified to 90-120 minutes. Can't the faculty member say that it is not an exclusive rule in the TER? CDvdB: This is just a technical issue, the length of the exam. It is not on EUR level. Every proctored exam can be 90 minutes or 120 minutes. That is also because, it is a thing for student you know. They cannot move in front of the camera so more than 90 minutes is not possible. MA: There are other examples that do not have this kind of practical limitation. If we are assuming that there is only at 1:30 in the afternoon, is there a specific rule that is preventing a faculty member to schedule it at three in the afternoon? CDvdB: That has to do with the international students all over the world. MA: Should that not be in the rules and guidelines of the TER? CDvdB: Even those rules are kind of flexible. They have changed a bit during the year. We can have them in the examination regulations, but I am not sure if that is wise as they change during the years. MA: But this is one specific hours. Also, if you have assessment without a re-sit, you are not allowed to give a minimum grade. That seems similar to me. CDvdB: Yes.

JK: The pre-meeting that we have not had, we should have had. MA: Exactly, we should have discussed this in February or March. We should postpone this discussion and maybe also with the examination board. CDvdB: Not just the examination board, it is much broader. Maybe with the learning and innovation team and program management and EUR. JK: My proposal is to take it off board with some of the FC meetings. After that we can give some advice and consent. CDvdB: I would like to ask you to send some specific questions, and I will prepare those questions. JK: Absolutely. We will pick that up.

11. Any other business

CR: All seats are filled for the next academic year. Five new students become members, and the second elections for the academic staff is in a few weeks. It ends on the first of June.

PR: I would like to ask for an update on the strategy consent. JK: That is coming soon.

12. Closing

To do before next meeting	Person responsible	Progress
Letter of consent for NPO	JK	
Letter of advice for HOKA report	JK	
Send questions to CDvdB about TER		