



minutes

Meeting Faculty Council

Date and time
 12 February 2019, 11:15-12:45

Reference
 final

Eliza van der Ploeg-Bout
 T +31 (0)50 36 33898
 e.s.van.der.ploeg-bout@rug.nl

Present

FC: Gerd Weitkamp (chair), Welmoed Claus, Joram Wijnstra, Jeppe de Vries, Jim Klooster, Charissa Andringa, Anne-Marel Hilbers, Roberta Rutigliano, Xiaolong Liu
 FB: Oscar Couwenberg, Esther Marije Klop, Tialda Haartsen, Sacha Verhulst

Landleven 1
 9747 AD Groningen
 The Netherlands

Absent

FC: Claudia Yamu

Minutes taken by
 Eliza van der Ploeg-Bout

Last minutes (11 December 2018) approved
 Yes, without changes

1. Actions

Number	Who?	What?	When?	See point
20181211-3	Board	Finalize memo career perspectives.	Ongoing with HR	
20190212-1	Weitkamp	Advice letter for allocating more effort hours for representative bodies.	9-4	3.1
20190212-2	Weitkamp	Update Rules of Procedure.	9-4	3.2
20190212-3	Klop	Find out if process for '10%' (Quality Agreements) is top down or bottom up.	9-4	
20190212-4	Klop	Consult with PhD Council, if applicable, after inventory talks with heads of department (in case of more flexible/open workspaces for PhD's are deemed necessary).	9-4	4.2
20190212-5	Weitkamp	Discuss with DoE about improving the resit.	9-4	4.7
20190212-6	Couwenberg	Communicate to students/staff faculty policy for national strike on 15/3.	Asap	4.9
20190212-7	V/d Ploeg	Reschedule September meeting one week later.	9-4	

2. Finished actions:

04-06, nr 18-15: The visibility of ProGeo on Nestor has been approved. ProGeo had contact with the Education Office and, among other things, an easy accessible page with a link to ProGeo has been made.

20181211-1: V/d Ploeg has mailed the documents about Accreditation for information.

20181211-2: Rutigliano has mailed the memo about the ISB to the board.

3. Decisions/Advice

3.1 More effort hours for representative bodies

Advice: the FC suggests the board to allocate more effort hours for representative bodies.
 The FC has noticed that many staff members in representative bodies spend much more

Action

than the allocated hours to do their jobs properly. Weitkamp will make a formal advice letter with argumentation and calculations for the board (board.frw@rug.nl). The board will take this up with the DoE.

3.2 Rules of Procedure

Decision: the Rules of Procedure of the Faculty council of Spatial Sciences are agreed upon with the following changes:

- Make a glossary as Article 1 (f.e. sections of article 2.3)
 - Add article about all incoming documents should be in English or with an English summary when f.e. received from the Ministry.
 - Add article about current agenda set up by chair and vice-chair in presidium with consultation of the board?
 - Article 3.2: specify 'Council' (-> change in 'minority of Council present'?)
 - Article 9.1: add after minutes 'in English'
 - Article 10: leave out 'in consultation with the Faculty Board'; add 'non-confidential' after any (.. to provide any non-confidential data and ...).
 - Article 14: change date.
 - Article 14: add 'Every previous version of this document is expired with this one.'
- Weitkamp will update the document.

4. For information

4.1 Research

Haartsen updates about the research agenda. A committee is preparing this. The committee will start writing the self-evaluation before summer. The board has been asked to prepare a policy document about yields of PhD's and how our faculty's research links to UN sustainable development goals. This is something the Demography department already does.

4.2 Housing plan

Long term: Klop informs that VGI Real Estate Office is waiting for a vision of our Faculty. A to be selected architect (selection is 20-3) will assist with that, as plans for our faculty relate to whole Zernike West. But still, this will be an abstract vision/plan.

Short term: there is no hope for extra space. The walls of the building are the limits. The chairs of the departments have been informed about this. Klop will also inform the PhD council about this.

4.3 Letter Ministry OCW about accreditation policy and accessibility education

Taken for information. One point about explaining why the Faculty is teaching in English has already been taken up in the new framework for Accreditation.

4.4 Memo ISB

A reaction on the comments of the FC has been received. No follow-up necessary. It will be part of the subcommittee Internationalization (see 4.6). Note: also SOG is doing a survey about Internationalization.

4.5 General explanatory notes to the model TER

The FC has taken note of this.

4.6 Subcommittees in FC

The FC has determined five themes to focus on:

1. Digital skills: Wijnstra, Yamu and Weitkamp
2. Internationalization: Claus and Rutigliano (long term: add diversity & gender issues)
3. Mental well-being of students: Andringa and Hilbers (involving study advisor)
4. Quality Agreements (long term): Weitkamp
5. Outcome staff surveys: Liu and Wijnstra

minutes

Action

Note/actions:

- a. Each subcommittee makes an agenda/planning
- b. Route: subcommittee makes proposal/puts on agenda of FC -> delegate to board -> board decides to take action (and who will do it) or not (policy making is not task of FC).

4.7 Resit policy

The PC HG&P noticed that many students use the first exam as a test and the resit as a second chance. Therefore, the resit isn't used as an efficient learning method. The FC would like to know if there is a real problem and if there are any ideas for improvement. Weitkamp will contact the DoE to look into this. The other PC's could be asked about their experience. Besides, also the university testing policy has to be taken into account.

4.8 Year reports Programme Committees

There are no questions or remarks concerning the year reports. Taken for information.

4.9 National strike on 15-3

University policy: RuG acknowledges and fully supports the importance of the issue and makes it possible for students to go on strike. Therefore, the Faculty allows students to go, but sadly can only accommodate so far. Planned resits and exams cannot be rescheduled due to lacking opportunities in the AJ Hall.

Couwenberg will communicate this to students/staff.

Next meeting 9 April 2019.