



# minutes

## Meeting Faculty Council

Date and time  
 22 April 2020, 13:30-15:00

Reference  
 final

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### Present

FC: Gerd Weitkamp (chair), Merel Flap, Freddy Cawthorne-Nugent, Roos den Boer, Jelmer de Rijke, Cheyenne Raskeyn, Roberta Rutigliano, Jodi Sturge, candidates board Pro Geo next year  
 FB: Oscar Couwenberg, Tialda Haartsen, Esther Marije Klop, Arjan van den Assem (DoE), Tess Tjokrodikromo

Landleven 1  
 9747 AD Groningen  
 The Netherlands

### Absent

Claudia Yamu

Minutes taken by  
 Eliza van der Ploeg-Bout

Last minutes (2 March 2020) approved  
 Yes, without changes

## 1. Actions

Number	Who?	What?	When?	See point
20190930-4	Board (Klop/Hids)	Zero tolerance action points: - make policy working document * - include information for lecturers in Handbook for lecturers and maybe an announcement on intranet so lecturers know about the zero tolerance policy information for students.	Ongoing.	
20200302-1	Van der Ploeg  Sturge	On agenda: Draft policy Zero tolerance. Set up meeting with Working Group and mail some links.	4.4.	
20200302-2	Haartsen	Make brainstorm email for DoE, Pieter Zandbergen and lecturers about computer requirements for next academic year.	4.6.	
20200302-3	Weitkamp	Discuss amount of exams and digital examination with DoE.	4.7	
20200302-4	Haartsen	Discuss with GS about evaluation new scholarship PhD's.	4.8	

## 2. Finished actions:

**20200302-1:** The Board has communicated to supervisors that bursary PhD students are not allowed to teach. See also 4.8.

## 3. Decisions/Advice

Number	Subject	See point
20200302-a	Advice to introduce computer requirements (of having an own laptop), when starting bachelor programme.	4.6.c.
20200302-b	Advice to inform new scholarship PhD's at the start of the differences, and evaluate each year.	4.8

## 4. For information

**4.1 Update Housing:** A revised master plan has been presented to the executive board again. The plans for the Mercator building are part of the masterplan. As the master plan has not

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## Action

yet been approved and still needs revision, Real Estate suggested to build a temporarily, low key space in the courtyard for ateliers, coffee and hang out spaces. To be continued.

- 4.2 Update Internationalization:** Postponed to September/October due to Corona.
- 4.3 Update Research visitation:** Initially, a discussion was planned for end March and in early April with respectively Professors and staff. However, these meetings have been postponed to May. Current planning: End of May, a presentation for the staff will be organized. End of June, the report should be finished so it could be presented to the committee end of August. The visitation is planned for October.
- 4.4 Zero tolerance policy:** Klop had a meeting with the Working Group and HR. A draft policy has been handed to HR. Klop will hand this over to her successor Marga Hids. Maybe it will be possible to discuss the draft policy in person (preference of Klop), but if not due to Corona, it could be discussed the next time in the FC, unless there are practical problems. Van der Ploeg will put it on the agenda. Sturge could set up a meeting with the Working Group and will mail some links (related to Dutch law).
- 4.5 Effectory results** (= results staff survey) - update process: Departments and support staff have discussed and responded to the results. Next week the results and comments will be discussed by the board. Hopefully, a plan of action will be presented (probably online) in May or early June.
- 4.6 Corona situation - Continuation:**
- The board mentions that many FSS teachers have done a really great job in switching to online education and in changing the assignments. Compared to other faculties FSS is doing very well: all exams should be finished half July. In May, a meeting with lecturers is organized to evaluate and discuss best practices. The exam committee has checked all exam and assignment adaptations so all objectives have been met.
  - To check how employees are doing, department chairs have organised coffee meetings, online open office hours and the annual R&O meetings are being held. In communication of the board it is avoided to put pressure on people. The impression is that some employees have difficulty working from home (some in combination with care for children), but most are doing fine.
  - The Faculty Council has one recommendation for the board concerning putting in place computer requirements for students effective per next college year. With more online teaching and 1,5 meter society it is recommended to have computer requirements for students (students have examples of other universities). **Action:** Haartsen makes a brainstorm email for DoE, demand manager Pieter Zandbergen and lecturers of GIS, Statistics and Design courses to look into this (costs, possible subsidies and implementation for next academic year).
  - Adrien Remund is in charge of the Honours Courses. One of the students comments that so far there have been no problems.
  - Concerning the master internships Haartsen expects that most students will start online and hope to do the final part on site.
  - Open day bachelor studies: all programmes will organize online bachelor events from 6-20 May (our Faculty on 15-5).
  - Research on effects of Corona: Via Arjen Edzes requests, calls and grants concerning Corona are mailed to staff. It is up to individual researchers to take action/participate).
- 4.7 Exam times:** Students of the University have sent a letter to the University Council and later to the Faculty Councils about the exam slots. There has been an increase in exams in recent years. The Faculty Council is of the opinion that Friday evening and Saturday should not be used for exams. Maybe digital exams could be a solution. According to Klop the exam slots have been decided by the Executive Board. Some faculties expressed their discontent with it, but the Executive Board has not reversed their decision yet.  
**Action:** Weitkamp will discuss the amount of exams and digital examination with DoE and if needed will send a letter to UCO.

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## Action

- 4.8 Scholarship PhD's:** For information, two documents have been send. The FC finds it useful to highlight some points: with the new regulations, there will be different 'types' of PhD's. The board has informed promotors and supervisors about this. It is also stressed in the vacancy text and job interviews to prospective PhD's know about this/have a better understanding in advance. The FC has asked the board to minimize the differences as much as possible. The PhD's have no teaching obligations, but are able to do so on voluntary basis. The request should come from the PhD and will be checked by the Graduate School. They will have to follow a course for teaching and part of the course is teaching.  
In answer of the question of the FC about the mandatory hours, the board responds that this has always that way.  
Klop comments that there will be no differences in housing of the PhD's. Workspace will be equipped the same as of other PhD's.  
The FC recommends informing PhD's at the start of the job and evaluate each year.  
**Action:** Haartsen will discuss this with the Graduate School (and will inform the FC next meeting). In January/February Ponsioen (of the Graduate School) has individual meetings with the PhD's and the board will make sure that this is included.
- 4.9 Teacher of the year:** Officially, this is a university event. As there is still teaching, this year could also be an opportunity to have the election in a different way or with a look at different competences of lecturers. As students have a tendency to choose their favourite lecturer (and looking at the past years the teacher of the year is almost always a white, Dutch man) the FC would like to suggest a new, different procedure. Action: Haartsen makes a note to discuss this in the board meeting. [*update 29-4 by mail of Gert Weitkamp: The board of the university has decided that there will be no Teacher of the Year procedure and ceremony like the past years. The board of the university will come up with an alternative (which is not yet known).*]
- 4.10 Personnel:** The Faculty Council enjoyed the collaboration with Esther Marije Klop and would like to thank her for all the hard work she has done for the Faculty and wishes her the very best in her new position at FSE.

Next meeting **19 May 2020.**