



minutes

Meeting Faculty Council

Date and time

30 June 2020, 13:30-15:00

Reference

final

Eliza van der Ploeg-Bout

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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,

FB: Oscar Couwenberg, Tialda Haartsen, Marga Hids, Tess Tjokrodikromo, Dirk Strijker

Others: Peter-Jan Reinders (RECG), Tess ten Have (Ibn Battuta), Viktor Venhorst

Absent

Claudia Yamu

Minutes taken by

Eliza van der Ploeg-Bout

Last minutes (19 May 2020) approved

Yes, without changes

Landleven 1

9747 AD Groningen

The Netherlands

1. Actions

Number	Who?	What?	When?	See point
20200519-2	Board	Repeat notification about equipment and furniture for working at home.		
20200519-4	V/d Ploeg	On agenda: Personnel faction FC	30-6?	
20200630-1	Hids	Answer request of FC student members and Ibn Battuta to have access to the building.		5.b.

2. Finished actions:

20190930-4: Zero tolerance action points (make policy working document; include information for lecturers in Handbook for Lecturers; maybe an announcement on intranet so lecturers know about the zero tolerance policy information for students) has been taken up by Klop/Hids. Aim is to have the policy document ready for by September 2020.

20200302-1: Sturgen has set up meetings with the Working Group and mailed some links.

20200302-2: Haartsen has emailed the DoE, Pieter Zandbergen about computer requirements for next year. However, at the moment it is formulated as an advice to students.

20200519-1: Couwenberg has contacted the Education Office/Harteveld about informing students via lecturers/Nestor that students can also contact study advisors for 'minor' issues (e.g. stress related issues). It will also be communicated on the new Corona-website and in newsletters.

20200519-3: Sturge has mailed a link of another university about working from home as an example.

20200519-5: An extra FC meeting is planned for 25 August.

3. Decisions/Advice

Number	Subject	See point
20200630-a	Advice: Make current advice for laptop requirements for students mandatory requirements.	
20200630-b	With the comments mentioned in this section, the Faculty Council approves the TER's.	6

4. For information

4.1 Update Housing: No news. Ongoing.

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Action

- 4.2 Update Research visitation:** Haartsen: this is ongoing. At the moment the concept report is at the University Committee of Science for reviewing. Planning is to send it at the end of summer to the committee.
- 4.3 Update Zero tolerance policy:** There have been two meetings with the working group. This week and next week there will be separate meetings with HR. Aim is to have in the document for the faculty ready by September.
- 4.4 Procedure replacement dean:** Ongoing. The vacancy is now online. Deadline for job applications is half August.
- 4.5. Update Councils meeting:** Weitkamp informs the FC about the Councils meeting in which the CFO and working at home during Corona has been discussed. Staff is asked to fill in a survey. This is a good initiative and the FC is looking forward to the outcome.

5. Corona update

Although there's a speeding up in opening up by the government, the 1,5 distance regulation has not changed, which makes classes difficult. So, in September the educational model is hybrid with some classes online and some on campus. The taskforce has chosen to do an on campus element in every programme every semester. Per September, some courses will be all online and some have on campus elements based on considerations concerning not only education, but also socializing and subjects. All lecturers have been informed by now and can prepare accordingly. In two programmes the on campus elements are obligatory to meet learning outcomes. This has been communicated. Last week, scheduling has been started and the taskforce is now looking into details. A special website is in development where students can look for all education-Corona details.

- a. Laptop requirements:** at the moment the laptop requirements are given as an advice to students in the letter they receive from the Education Office. The FC suggests to put it at least as a strong recommendation and even to look at making it mandatory.
- b. Documents of the Ministry** are in Dutch, so not all FC-members could read them.

Student members of the FC and Ibn Battuta would like to have access to the building. Hids checks if this is allowed/possible.

6. Teaching and Examinations Regulations (TER)

The Faculty Council discusses the TER's. With the comments below, the Faculty Council approves the Teaching and Examinations Regulations.

General comment: in the documents where is referred to him/her it would be better to refer to them/they, because of gender neutrality.

TER Bachelor Programme HGP

General comment: check the document for the right name of the programme and change accordingly (Human Geography and Urban and Regional Planning should be Human Geography and Planning).

Page 14, **Art 4.1.:** in the table is referred to Spatial Planning, but this is not in the programme and should be left out.

Page 14, **Art 4.1.3:** delete temporarily as it is vague and not defined.

Page 23, **Art 9.4.c:** is the thesis a course unit? Couwenberg checks.

Page 28, **Art 10.4.2:** honours. Rewrite article to just six requirement when one is awarded.

Page 33, **Art 12.4:** date is 31-8-2020 (Monday) or 1-9 start academic year? Check.

The FC commented or asked clarification on some articles, but it is decided not to make any changes.

minutes

Action

- Page 5, Definitions: suggestion to remove Track, as the programme has no track. However, this is standard text conform the model TER.
- Page 5, Definitions, dd.: what is meant by degree programme is not feasible? The Board of Examiners has discussed this and as it doesn't 'hurt', it can be kept. Almost all extraordinary circumstances are personal.
- Page 6, Art 2.3, Language requirement for foreign certificates: This could be clearer formulated. Sturge has an example of FSE, however it is decided to leave it as it is.
- Page 23, Art 9.5.9: this article gives students some leeway. Therefore, leave it as it is.
- Page 28, Art 10.1.5: two weeks or 10 working days? For students two weeks is more clear.

TER Bachelor programme SPD

Art 4.1.1.: SP = course within the Spatial Planning track and SD = course with a focus on Spatial Design -> it is no track. Change into theme/focus.

TER Master Programme EG:

Page 15, **Art 4.11.1:** delete 'on request'

Page 15, **Art 4.11.2:** 'students may request that they be allowed' change into: 'Student are allowed'.

The FC commented or asked clarification on some articles, but it is decided not to make any changes.

Page 15, Art 4.11.1 and 4.11.2: could these two article be combined? They look similar.

Page 3, Art 2.1.1.: the Dutch name of the programme is leading for the CROHO-register, therefore this cannot be left out.

7. Other business and closing

The Faculty Council would like to thank Oscar Couwenberg for all the hard work he has done for the Faculty and for his cooperation and wishes him all the best in his next job.

Next meeting **25 August or 22 September 2020.**