



# minutes

## Meeting Faculty Council (FC)

Date and time

8 November 2022, 13:30-15:00

Reference

Final

Eliza van der Ploeg-Bout

T +31 (0)50 36 33898

e.s.van.der.ploeg-bout@rug.nl

Present

FC staff: Gwenda van der Vaart (chair), Annet Kempenaar, Gunnar Mallon (online), Emma Puerari (online), Harm Verbeek, Aidan McClements, Csenge Kunos

FB: Johan Woltjer, Marga Hids, Hesther van Rossem

Others: Ibn Battuta, Erik Meijles (point 6c), RECG (online)

Absent with notice

Dimitris Ballas, Roberta Rutigliano, Arjan van den Assem, Penda

Jobarteh

Minutes taken by

Eliza van der Ploeg

Last minutes (20 September 2022) approved

Yes, with minor changes

Landleven 1

9747 AD Groningen

The Netherlands

## 1. Actions

Number	Who?	What?	Dead-line?	See point
20220920-3b	Van den Assem	Brightspace problem with course recordings solved? 20-12: student ass have been hired to cut recordings=short term solution. When Arjan is back check again. Rephrase by then.	To be continued	
20220920-4	Ballas/Van der Vaart	Discuss mentoring system in an upcoming URSI meeting	Next time	
20221108-1	Mallon	Contact Van den Assem about Quality Agreements		3.b.
20221108-2	Vd Ploeg	On agenda 31-1: Quality Agreements	31-1	3.b.
20221108-3	FB	Open up training Intercultural Competences to all students.	Keep it on.	4
20221108-4	ProGeo	One of the students contacts Ballas to join the Committee Diversity & Inclusion		4
20221108-5	V/d Ploeg	Postponed to meeting of 20-12: - Data storage repository - Connections with new Schools - Clashes in scheduling electives	20-12 Done.	5
20221108-6	ProGeo/ Kempenaar	Open up survey about Equator to staff. Next time on agenda.	20-12 Done.	5a

## 2. Finished actions:

**20220920-1:** The Board has forwarded the results of the hybrid working evaluation of FSS to the FC.

**20220920-2:** The FC meetings of 6-6-2023 and 18-7-2023 have been combined and are planned on 20 June 2023.

**20220920-3a:** Van den Assem has arranged that a reminder for the deadline of 1-12 to lecturers about accessing Nestor has been send.

**20220920-5:** Van der Vaart has written a letter to the University Board that the FC has a positive opinion of the budget 2023-2026.

## 3. For information/received documents

- a. **Update Council's meeting 29-9:** Van der Vaart and Jobarteh attended the meeting. Subjects discussed are: funding from ministry for professionalization/strengthening employee participation has been received and a task force has been created, long term Covid-19 plan, time schedule for university elections has been discussed.
- b. **Update Information meeting 13-10 Quality Agreements (QA):** Mallon and McClements went to the information meeting about monitoring and the provision of the QA. In February 2023 the FC will be asked to give her opinion. Mallon will contact Van den Assem directly about the update. On agenda of 31-1 for discussion in FC (action).
- c. **Update PC's:** ProGeo reports that the first meetings have taken place. As point of attention for this year ProGeo would like to make PC members more visible for students.
- d. **Update Faculty Board:** **1)** Hids leaves per 1-1-2023 to become Director of Operations at Alfa College. Nienke Bastiaans will be interim till 1-4. Likely in mid-January job interviews will be held. The FC would like to be involved early on. Perhaps the FB could send the planning when it is finished. **2)** New investments and professorships: still ongoing. **3)** On Friday, a Geography and Planning Professors Conclave meeting has been organized with the University of Utrecht. **4)** Best practice award has started up. Nominations will be done by the Programme Committees (deadline: 10-2). Van Rossem is contact person. To be continued.
- e. **Financial report Q3:** For information. Hids answers the questions of the FC.
- f. **Update report Privacy & Security work plan 2021-22:** The FC notes that students will mostly be affected through the Ba/Ma courses. How will it be implemented in practice? And how will it be assessed? It is suggested that it could be included in the second year course Methods of Academic Research or Philosophy of Science.
- g. **Concept minutes 20 September 2022:** The minutes are approved with minor changes.

## 4. Diversity and inclusion action points

The Faculty Diversity and Inclusion Committee had organized a meeting last year. As a result the committee presented some action points to the board. Although these are not translated to policies, the board wants to address these points. The action points are:

- a. Investigate a rearrangement of lecturer allocation, so representation of teaching staff is more diverse.
  - ➔ There have been made some changes already, so year one has a more balanced group of lecturers.
- b. Hold a few events or workshops on serious topics around D&I for all staff involved in research, teaching, support and PhD. One workshop will also include students.
- c. Investigate the option to acknowledge within the faculty communication a wider range of internationally recognized moments of celebration.
- d. Identify options to improve the practice of onboarding of staff, e.g. through mentoring.

Concerning point b. Van der Vaart notes that the students have interest in the workshop/training Intercultural Competences. This was already offered to mentor students, but students would like to see it open to all students. The Board agrees and will include this. The FC also advises to make the offered events either mandatory or strongly advised. Otherwise people who are already interested in these subjects will go, but others not. The FB will take this into advice.

Following point c. it is noted that the week before Christmas holiday there are no mandatory lecturers. This is not a fixed policy but depends on which days it will be Christmas. It is important to communicate this early on to the students.  
Action: one of the student members will reach out to Ballas to join the committee.

## 5. Input from staff:

When questioning staff about any subjects they wanted the FC to discuss the following items were mentioned by colleagues:

- a. Equator as meeting place:** More attention/action is needed to make the Equator work as a meeting place. The building has more potential. Suggestions to improve staff/student presence are adding decorations, have meet and greet moments, better opening hours. ProGeo has done a survey among students and will open it up to staff. In the next meeting the results could be presented. Kempenaar will organize this for the staff side.
- b. On campus presence of staff members:** Less on campus presence of staff is negatively impacting communications. However, a broader issue is at play: reachability (up to date agenda, out of office, reacting to emails etc.). The FB explains the university policy that full time staff have to be at the faculty 3 working days. If there is a problem it could become a subject in the R&D talks. The FC has discussed this in their pre-meeting not as a problem but as part of the communication culture. It is a point of attention. Point of attention.
- c. Assessment in Brightspace:** Several problems were mentioned: assessment environment is not ready, no word limitation etc. Some nuance has to be made: some staff members had great support and some not. Meijles gives an update about the current state of affairs. Not all is going well, but there are improvements. It will take this year to work out. Next week a workshop about Assessment in Brightspace will be organized.
- d. Data storage repository:** postponed to next meeting.
- e. Connections with new Schools:** postponed.
- f. Clashes in scheduling electives:** postponed.

## 6. Any other subject and closure

There are no other subjects.

The next meeting is Tuesday 20 December 2022. Everyone should indicate in Google Calendar agenda whether their will attend virtual or in person or not at all. As it is the week before Christmas holiday, when too many will not be able to attend, the meeting will be rescheduled.

The chair closes the meeting.