



minutes

Meeting Faculty Council (FC)

Date and time

16 April 2024, 13:30-15:00

final

Eliza van der Ploeg

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Present

FC: Dimitris Ballas (chair), Saskia Enuma, Roselinde van der Wiel, Timothy Laukens, Paulo Cigarro, Jovan van den Berk

FB: Nienke Bastiaans, Arjan van den Assem, Julia van Wijk

Others: Ibn Battuta, RECG, Rosanne Tegels, Gerard Boersma

Landleven 1

9747 AD Groningen

The Netherlands

Absent with notice

Gwenda van der Vaart, Zeqiang Pan, Gunnar Mallon, Annet Kempenaar, Diana Velea, Johan Woltjer

Minutes taken by

Eliza van der Ploeg

Last minutes (5 March 2024) approved

Yes, with text change

1. Actions

Number	Who?	What?	Dead-line?	See point
20231031-4	Ballas	Reaction from HR about employee satisfaction survey?	Waiting for response.	
20240416-1	Bastiaans	Bastiaans contact the faculty's informal contact person about statistics for social safety (incidents). [update: the informal contact person of the faculty does register the frequency of cases and the type of cases in the area of social safety. The FB will report on that regularly, linked to the annual AMD report].		5
20240416-2	Ballas Tegels	The FC gives a positive opinion on the Progress Report Health & Safety 2023 and will put their opinion into a letter for AMD. Tegels will also take up the comments of the FC in the yearly meeting with AMD.	31-5	5
20240416-3	Anyone interested	Sign up for health and safety group for making risk assessments by email to Van der Ploeg.		5
20240416-4	Van der Ploeg	Arrange a functional account (/email address) for the Faculty Council.		6
20240416-5	Van der Ploeg	Change the date of the FC meeting from Tuesday to Thursday (for 2024-2025). Pre-meeting stays on Tuesday		6
20240416-6	Ballas Bastiaans/ Enuma	From 14 June – 14 July, the 2024 European championship football takes place. The FC suggest to making it possible to watch the game(s) in the Equator, in the context of encouraging social interaction. Ballas volunteers to organize a team bowl. Bastiaans and Enuma will take it up further.		8

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2. Finished actions:

20231031-3: Pro Geo - Make a proposal/memo about improving digital skills (so students have the required level for a course) for the FC, so a better discussion and brainstorm is possible. -> On 5-3 Pro Geo had a meeting with Erik Meijles about this. Update 16-4: this has been organized and invitations will be sent out. Pro Geo also had contact with Gerd Weitkamp about this. Furthermore, an EQIP session will be organized. This is an ongoing process.

20240123-2: Mallon has informed the GS Director that there is no monitoring system (like a TVM) for teaching time of PhD's. The GS Director explained that the PhD students are already accounted for in Plan and the TVM and that it is up to the Heads of Department and Supervisors to keep on top of this.

20240503-1: Ballas has informed the Executive Board about the positive opinion of the FC about the update Quality Agreements.

3. For information/received documents

a. **Update PCs:** Between the last FC meeting and this one, there were no PC meetings.

b. **Update Faculty Board:**

1) Van den Assem announces that it has decided to also offer assistant professors who meet the criteria, the opportunity to request the ius promovendi. The chairs of the departments have been informed already.

2) The Advisory Council and Faculty Board have met and discussed among other items the new design track. Further recommendations and considerations from the meeting: a) People who are out of academia do not read academic journals, so one has to be in the newspapers/on tv etc. to have impact. b) Internationalization: the administrative language will probably change to Dutch; have funds available to offer Dutch courses to staff and international students; master programmes should be exempted from changing the language to Dutch. c) The FB is organising three open door sessions for staff and PhDs about Internationalization.

3) The faculty is cooperating with the business school of FEB in offering professional education and the GIS course. The faculty is also cooperating with Nidi.

c. **FSS Planning letter 2024 updated version:** discussed in premeeting. No comments or questions.

d. **FC elections announcement scholarship PhDs:** discussed in premeeting. No comments or questions.

4. Concept minutes of 5 March 2024

Point 3.f. is not quite clear and will be rephrased.

The minutes are approved of with this textual change.

5. Progress Report Health & Safety 2023

Ballas comments that the FC suggested to include statistics on social safety, just like there are statistics on physical safety incidents. Bastiaans notes that this request has been taken into account, however it is difficult to get/include the right numbers per faculty as people can go to the confidential advisor, which is outside the faculty. Bastiaans will take it up with the faculty's informal contact person for social safety. [action].

Another concern of the FC is the huge increase of absence due to mental stress. The FB agrees with this, especially the numbers of support staff. Hopefully, with the appointment of a new practice assistant to support the occupational health and safety doctor, quicker and more help will become available for people who have become ill. And the university is working on more. Tegels comments that rising absence due to psychological causes is a national trend also.

On page 13 a few potential explanations for the observed differences in absenteeism are given. These could be more specified.

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Much of the signage of the RuG is very similar in design to emergency signs of the RuG. Perhaps for clearance there should be more difference. Suggestions are welcome to be emailed to Boersma.

The FC gives a positive opinion on the Progress Report Health & Safety 2023 and will put their opinion into a letter for the AMD (deadline 31 May) [action]. Tegels will also take up the comments in the yearly meeting with the AMD.

Furthermore, Tegels would like to set up a health and safety group for making risk assessments. Anyone, staff or student is welcome to join; at least 1 staff member and 1 student is needed. There will probably be around two-four meetings a year. Send an email to Van der Ploeg if you want to sign up [action].

6. Late grading

Van den Assem has invited the Director of Education (Meijles) to join. The report of Pro Geo on late grading in the faculty, is introduced by Laukens. The main concern of Pro Geo is that students do not get informed (beforehand) when the grading is later than the agreed time (ten working days). When the grading is later, students have less time between the exam and the resit. It should be standard practice of lecturers to inform the students when there is any delay in grading. Perhaps this can still be taken up in the new TER.

The report of Pro Geo is much appreciated, as until now, there has been no overview on this. In general, Meijles is satisfied with the result. Lesson learned: lecturers need to communicate late grading, even in emergency cases.

Van den Assem comments that late grading, received by students on the 11th day, can be explained by the one day the Education Office needs to process the grading.

Meijles is not in favor of adding another extra five days for grading in the TER. Crucial is to communicate late grading. Furthermore, late grading could/should also be noticed and recorded by the Programme Committee to be taken up with the lecturer and coordinator if necessary. The text of the TER is about examination, which includes assignments. Next year, with the smarter academic year, the Christmas period will not be counted as working days.

7. RUG Language policy FC & PC

The U-krant has published an article about the UoG language policy. Also, the Council's meeting will discuss the UoG language policy in their next meeting.

Concluding from their discussion in the premeeting, the FC prefers to keep the meetings of the FC in English. The FC is of the opinion that an official translator is not needed and/or financially feasible. Van der Assem expects that the primary language for the official documents and minutes for the FC will be Dutch (with an English translation).

For the English programmes, the Programme Committees can still be in English (both meetings/documents).

6. Input from Pro Geo & Bursary PhD

- Van der Ploeg will arrange a functional account (/email address) for the Faculty Council [action].
- The new board of Pro Geo for 2024-2025 will join the final FC meeting of this year in July.
- In the pre-meeting the FC has discussed the Council's meetings. They will be attended by one staff member and one student member.
- The representation of the premaster students has been discussed. Instead of establishing a new committee for the premaster, it has been agreed upon with the Director of Education that one Pro Geo member will be responsible for getting input from premaster students. Pro Geo is in contact with study advice about everything related to the premaster. The courses of the premaster will be discussed in the current Programme Committees.

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- The FC would like to change the date of the FC meeting from Tuesday to Thursday. The FB has no preference and agrees with this. The premeeting of the FC stays on Tuesday. Van der Ploeg will take this up in the new schedule for next academic year [action].

7. Input from staff

No questions or issues have been raised.

8. Any other subject

- From 14 June – 14 July, the 2024 European championship football takes place. The FC suggest to making it possible to watch the game(s) in the Equator, in the context of encouraging social interaction. Dimitris volunteers to organize a team bowl. Nienke and Saskia will take it up further [action].
- The application procedure for the new student assessor of next year has started.

9. Closure and date next meeting

The next meeting is 28 May 2024. The chair closes the meeting at 14:38 hrs.