

Concept minutes meeting Faculty Council – Faculty Board

13 April 2026

Present FC:	Véronique Roos (chair), Giulia Bandiziol, Angela Caredda, Tobias Dijkhuis, Henk Hoekstra, Linda Holtman, Martina Huber, Raaed Khan, Wouter Remmerswaal, Anna Michelle van der Spek, Mark Tadema, Jeannette de Wolf
Present FB:	Jasper Knoester (dean), Bart de Smit (vice dean), Suzanne van der Pluijm (Executive Director), Tim van Surksum (assessor), Eva van der Kruk (Secretary of the Board)
Official secretary:	Liselore Brederode
Guests:	Ilse van den Eng (Head of Finances & Projects) for 3.1, Kirsten Martens (Policy advisor Education) for 4.1 & 4.2, Hugo Nijhof (Head Health & Safety) for 4.3, Mark Reid (on behalf of Mare)
Absent:	Lars Jeuken, Arnav Goel

1. Opening
1.1 Approval agenda Roos opens the meeting at 15:30 hrs. The agenda is set without changes.
2. Previous meeting
2.1 Minutes meeting February 23, 2026 The minutes are adopted without any changes.
2.2 Actionpoints 20260223-5 To ensure that both staff and students are well informed about the emergency number 4444. <i>Completed. First, on Brightspace students will be informed.</i> 20260126-5.1 Van der Pluijm Inform the council about the outcome of the inquiry about whether the university has considered offering the flu vaccination. <i>Pending.</i>
3. Financial topics
<i>Guest: Ilse van den Eng, Head of Finances & Projects</i>
3.1 Management report 3 2025 FWN (annual accounts) <i>Bestuurlijke Financiële Rapportage 3 2025 (BFR)</i> In a meeting with the Finance Committee on 8 April, the BFR3 2025 was discussed with Van der Pluijm and Van den Eng. The council expresses its satisfaction with the positive net financial result. Some clarification is asked about the mentioning of necessity of risk appetite on the first page of the cover letter to the Executive Board. In addition, the Council asks how a behavioral change can be initiated in staff.

Van der Pluijm explains that, during a period of budget cuts, staff have become cautious and prudent in their spending. The intention is now to encourage more strategic risk-taking in investments. This message is also directed toward the Executive Board: focus should not only be on cost-cutting, but also on making well-considered and effective investments. Institutes remain responsible for managing their own budgets. However, discussions with the Faculty Board can be initiated (institutes will be invited) to explore strategic investments, including those requiring resources not currently available within their own budgets. The aim is to foster dialogue about which risks are desirable and acceptable, and how to take them responsibly. Some institutes are in a stronger financial position and may be able to take this step more easily, though it still represents a significant shift. Other institutes are not yet able to increase spending. This topic will be discussed further with all institute boards.

The CvB has not agreed to the creation of a specific earmarked reserve for future building projects all the Science Campus. However, an amount has been included under the general reserve, rather than as a separate designated reserve. This approach ensures transparency and makes the intended purpose of the funds visible, while remaining within the general reserve structure. The Executive Board has not yet provided a formal response. However, during another previous meeting was expressed understanding of the faculty approach of the matter.

4. Subjects on behalf of the Faculty Board

4.1 Main changes of the Course and Examination Regulations FWN 2026-2027 *Hoofdlijnen wijzigingen Onderwijs- en Examenregeling FWN 2026-2027 (OER)*

In a meeting with the Students and Education Policy Committee on 8 April, the main changes of the Course and Examination Regulations FWN 2026-2027 were discussed with De Smit and Martens.

The council notes that an overview of the changes is missing.

The council is requested to submit its advice by 24 April at the latest.

4.2 Procedure appointment student members Programme Committees 2026-2027 *Benoemingsprocedure studentleden opleidingscommissies 2026-2027*

In a meeting with the Students and Education Policy Committee on 8 April, the procedure was discussed with De Smit and Martens.

The council unanimously agrees with the procedure for the appointment of student members to the Programme Committees for the 2026–2027 academic year.

4.3 Risk Assessments & Evaluations + Plans of Action *Risico Inventarisaties & Evaluaties + Plannen van aanpak (RI&E)*

The council expresses appreciation for the significant amount of work involved. A question is raised regarding the dashboard, noting that details in the RI&E CML were included and that some elements had already been present in the previous year. Nijhof responds that each institute is responsible for resolving its own issues, with the department of Health & Safety providing advisory support where needed. In this case there is considerable satisfaction with the pace at which the identified action points are being addressed by the CML.

Nijhof plans that the dashboard will be prepared four times per year in order to provide a clear and structured overview of progress. This will improve the ability to monitor development and ensure transparency, also, in respect to the Council. The intention is to implement this approach across all institutes. At the same time, Nijhof emphasizes that institutes differ in size and context and are therefore not directly comparable. The dashboard will nevertheless make visible how many action points are being resolved.

i. LACDR

	<p>The council issues a positive recommendation on the Risk Inventories and Evaluations (RI&E) of the LACDR. The council also unanimously approves the Plans of Action associated with the Risk Inventories and Evaluation.</p>
	<p>ii. CML</p> <p>The council issues a positive recommendation on the Risk Inventories and Evaluations (RI&E) of the CML. The Council also unanimously approves the Plans of Action associated with the Risk Inventories and Evaluations.</p>
	<p>iii. METIS Integratiehal KOL-West STRW</p> <p>The council issues a positive recommendation on the Risk Inventories and Evaluations (RI&E) of the METIS Integratiehal KOL-West of the Sterrewacht. The council also unanimously approves the Plans of Action associated with the Risk Inventories and Evaluations.</p>
4.4	<p>Received and sent documents</p> <p>The council has no further questions or remarks.</p>
4.5	<p>Decisions of the Faculty Board</p> <p><i>Decision 2603-18</i> <i>The Faculty Board decides to make a one-off investment of €102,441.10 for the migration to calling via MS Teams and to include an annually recurring budget item of €17,150 for licenses in the operational budget as of 1 January 2027, assigning responsibility to the AMD department. For 2026, the one-off investment and the annual budget item for licenses will be financed on a one-off basis from policy funds.</i></p> <p>The introduction of Microsoft Teams appears to have led to hidden costs being passed on to the faculty. The council asks for clarification on this matter.</p> <p>Van der Pluijm explains that the previous telephone system was also used in laboratory settings. An inventory was conducted to determine where physical telephones needed to be installed to ensure that emergency lines remain accessible. Previously, fewer devices were required because telephones were available in all offices. With the removal of these devices, separate Teams-compatible phones had to be purchased.</p> <p>Van der Pluijm emphasizes that the transition was necessary because the former system had reached its end of life. A question was raised as to whether the CvB had sufficiently taken into account safety considerations within the Faculty of Science. These concerns had to be actively brought to their attention, which also explains why the faculty continued using the old system for a longer period before switching to the new one.</p>
<p>5. Subjects on behalf of the Faculty Council</p>	
5.1	<p>Processing time for the knowledge security check applicants</p> <p>The council notes that there are signals indicating delays in the hiring process for postdoctoral researchers. While the necessity of the required knowledge security checks is understood, concerns are raised about the impact of these delays. In highly competitive areas and certain positions, a delay of up to two months poses a significant risk that strong candidates may withdraw or accept positions elsewhere. The council suggests that certain positions could potentially be prioritized to mitigate this risk.</p> <p>Knoester acknowledged these concerns and explains that straightforward cases are generally processed within one week, whereas more complex cases can take at least three weeks. At the beginning of the year, a combination of factors—including the introduction of a new system, understaffing, and a high volume of applications—created a “perfect storm,” leading to unacceptable delays that do not reflect the intended process. The aim remains to maintain a processing time of one to three weeks.</p>

Knoester further indicates that an additional administrator is now in place. A recent check showed that only a small number of cases (approximately five) are still experiencing prolonged delays. Overall, the situation appears to be improving.

6. Conclusion

6.1 Any other business

Faculty Regulation

Proposed amendments to the Faculty Regulations will be presented in the upcoming months by Van der Kruk, following the same structure as in the previous year.

Holtman, De Wolf, Dijkhuis and Roos indicate their willingness to be involved.

UFB – additional cleaning costs

The issue of additional cleaning costs associated with events where food is served are discussed. The UFB has started charging extra fees, but the communication around this change was unclear and not announced in advance. As a result, these costs came as a surprise, and it remains insufficiently clear what the additional charges are based on. Both aspects are of concern to the council.

The Faculty Board acknowledges that communication should be improved and agrees to take this forward to the UFB. Regarding the additional costs, the board explains that the faculty, particularly in the new building, is increasingly being used for events. This leads to rising costs and a need for additional staff support. While individual requests may seem limited, together they add up significantly. Moreover, spaces are not always left in an acceptable condition after events involving food. This raises the question of how these costs should be addressed and allocated within the faculty.

The aim is to facilitate as many activities as possible within the Faculty of Science building, but that the current level of support is approaching its limits.

AFAS

The issues following concerning AFAS are noted by the council. For projects with a fixed end date, accountants within institutes are currently unable to approve salary costs for January. While approval has still been granted so far due to sufficient supporting information to justify the external funding, The faculty department of Finance has been informed of the situation. However, concerns are increasing, as continued non-approval of costs by the auditor may lead to further complications.

The Faculty Board indicates that discussions with AFAS are ongoing. The board shares the concerns regarding this issue and notes that significant effort is being made to resolve it, although progress is not yet sufficiently fast. Initial signals suggest that certain processes are not functioning as intended.

As a related issue, the council notes that Shuttel declarations cannot currently be linked to grant projects. The board confirms that this is a known issue and emphasized that it cannot persist for much longer, expressing concern about the situation.

6.2 Closure

Roos closes the meeting at 16:20 hrs.

Action points

Number	Who	Action	Status	Deadline
20260126-5.1	Van der Pluijm	Inform the Council about the outcome of the inquiry about whether the university has considered offering the flu vaccination.	Pending	

Planning meetings FC - FB 2025-2026

1-jun-26	15:30 - 17:00	CE.0.18
13-jul-26	15:30 - 17:00	CE.0.18
27-aug-26	15:30 - 17:00	CE.0.18