Minutes meeting Faculty Council – Faculty Board
May 27, 2024

Present FC: Anastacia Peters (chair), Martina Huber (vice chair), Sophia van Goor, Tessa Gote, Adela Gregáňová, Linda Holtman, Henk Hoekstra, Lars Jeuken, Joey van Oirsouw, Veerle Verbeek
Present FB: Bart de Smit, Suzanne van der Pluijm, Nalani Verwoord, Floris van Kampen (Secretary of the Board)
Official secretary FC: Liselore Brederode
Guests:
Ilse van den Eng (Head of Finances & Projects) for subject 2 and 3
Maaike Barkema (Strategic secretary) for subject 4

Absent: Jasper Knoester, Laura Heitman, Floris Hessels, Leon Huiszoon, Michelle Spierings

1. Opening remarks and approval of the agenda
Peters opens the meeting at 15:34 hrs. and welcomes those present.
The agenda is set without changes.

2. Management report 1 2024 FWN
(Bestuurlijke Financiële Rapportage 1 2024 – BFR1)
Informative.
Attachment:
- *BFR1 2024*

The management report 1 2024 was discussed on May 22 by Van der Pluijm, Van den Eng and the Committee of Finances.

The council asks the following questions.

Can the impact of the government's intended plans to cut budgets of the sector plans be predicted?
Unfortunately, no clarity is given about the sector plans or other budget cuts. After Prinsjesdag a definitive plan will be known. When the Faculty Board is informed about the plans, the council will also hear them shortly after.
Consultations are taking place between all universities on how to respond to the shocking news of cutting the sector plans budget.

Cutting the sector plans budget will probably lead to the availability of less teachers, leading to a higher workload for the PhDs. At the same time, the PhDs are requested to keep their program from extending. It is understood that this problem is found within the institutes, however, is it possible to make faculty policy to ensure that PhDs graduate on time and that an exact number of promotions can be predicted?
The Board has no intentions of making policy on this topic. The Graduate School (GSO) informs the Board about the number of (future) promotions. The issue is not about the lack of policy, but about the cooperation between the supervisor and the PhD.
The new dean of the GSO is in close contact with the institutes, which hopefully leads to improved processes. The role of the Board is only to highlight the issues and ensure that discussions are held.

3. Process budget 2025-2029
Informative.
Attachment:
- *Memo to institute boards – budget 2025-2029*

The process of drawing up the budget 2025-2029 was discussed on May 22 by Van der Pluijm, Van den Eng and the Committee of Finances.

Van den Eng says it is a shock for all staff that budgets are to be cut within the whole sector, on university level and on faculty level. It is unclear on how this will develop, but fact is that the coming years will be a financial challenge. The communication to the institute boards mentioning all the difficulties and challenges is shared with the council to keep it involved and informed from the start of making the budget 2025-2029.

The council has no further questions.

Thanks to Van den Eng for clarifying.

4. Agenda Strategic Plan FWN 2023-2028
(Uitvoeringsagenda Strategisch Plan FWN 2023-2028)
Request for advice.
Attachment:

- *Reactions on agenda Strategic Plan*

Barkema gives a presentation about the Agenda of the Strategic Plan which will be shared with the council afterwards.

The council recognizes the ICT issues, as mentioned in the input from the LIC, about the increasing difficulties in using ICT by the researchers. FWN should preferably be closely involved in ICT policy making, as FWN has very different and more specific needs than other faculties. The council has heard of a lot of practical ICT related problems with hardware, as well as software and the network, and recommends that these topics are made part of the Agenda.
Van der Pluijm informs the council that the university is currently exploring which issues should be organized at the central level and supported by the ISSC, and which issues the faculty has to resolve itself. For example, data storage will be supported at the central level. However, the ISSC cannot provide all the desired specific needs for FWN. Given the current financial situation it will be very difficult to resolve all problems as FWN does not have the financial means to meet all demands.

The council wishes to remain involved in the implementation of the projects on the Agenda.
Barkema will make sure that the council is involved by adding the council to the PDCA-cycle, which means involvement in a similar way as the institute boards.

The council would like to ensure the involvement of the whole faculty community. However, the council is concerned that in some institutes the internal communication is not sufficient enough. In some instances, there are also no clear platforms for employees to express their concerns - from a bottom up perspective - to the management level.
The board agrees that reaching all individuals within the faculty remains a big challenge. The institute boards have a rather large responsibility in keeping staff informed sufficiently. If this is not done properly, the Institute Council could play a role in addressing this. Until now, the faculty board has received few concrete signals of failing communication within specific institutes. The board is always open to suggestions from the council, if they hear or observe such examples.

The council will send its input for the Agenda by email shortly after the meeting.

Thans to Barkema for giving the presentation and explanation.

5. Main changes of the Course and Examination Regulations FWN
(Onderwijs- en Examenregeling FWN - OER)
For approval.
Attachments:

- *Agendaformulier instemming FR OER 24-25*
- *Facultaire OER Ba 24-25 NL_Trackchanges def. 21-5*
- *Facultaire OER Ba 24-25 EN_Trackchanges*
- *Facultaire OER Ma 24-25 ENG_trackchanges Def 21-5*
- *BSc. bijlagen OER 24-25*
- *MSc appendices OER 24-25*
- *Gezamelijk deel LST MST OER 24-25*
- *Bijlage LST OER 24-25*
- *Bijlage MST OER 24-25*
- *Bijlage Specialisation Education master OER 24-25*

The main changes of the Course and Examination Regulations FWN were discussed on May 22 by De Smit, Tieks and the Committee Students and Education Policy.

The council unanimously approves the main changes of the Course and Examination Regulations FWN.

6. Action points and minutes from the previous meeting

Attachments:

- *Minutes meeting FC-FB April 15, 2024*

The minutes are adopted without changes.

Action points:

20231204 The budget proposal for participation is put on the agenda. With this the action point is completed.

7. Questions, comments and open forum on behalf of the Faculty Board

a. Received and sent documents April 2024

Attachment:

- *Received and sent documents April 2024*

The council has no questions or comments.

b. Decisions of the Faculty Board April 2024

Attachment:

- *Decisions of the Faculty Board April 2024*

The council has no questions or comments.

8. Questions, comments and open forum on behalf of the Faculty Council

a. Budget proposal for participation

For approval by the Faculty Board

Attachment:

- *Bestedingsplan extra middelen medezeggenschap*

The board has taken note of the proposal and is enthusiastic about the plan. The board will discuss the proposal in detail during their next meeting. The council will be notified about the requested approval.

b. Any other business

Relocation staff LION

This topic has been an on-going discussion between Van der Pluijm, the Director of Operations of LION and the workgroup. There are however no definitive conclusions at this stage. Van der Pluijm will provide an update in the next meeting with the council *(action point)*.

Difficulties lecture schedule
De Smit has discussed the issue about the short break and the use of the fifth lecture to investigate possible approvements. The afternoon scheduling cannot be changed because this has to be in sync with the rest of the university, due to the shared use of buildings and college rooms. The schedule can therefore, only be altered in the morning. Such options were already discussed and rejected by the council, on which the advice was given to keep the schedule as it is. In conclusion, no changes will be made.

Shortage on lunch tables
Employees have noticed a shortage of lunch tables since the new building has been put into use. Van der Pluijm is under the impression that a sufficient amount of tables for lunch have been placed, but some may be located further away than what employees were used to. She advises to first approach the institute management about such matters, and then contact the department of Facilities and Housing to address the matter and to explore the options.

Closed doors MI
Students were used to enter the former building of the MI when wanting to discuss something with teachers or study advisers. In the new Gorleaus building doors can only be opened when given access rights on the LU-card. Van der Pluijm explains that for safety reasons the doors are closed. Additional access rights can be requested by the MI management.

Closed part of the meeting:

9. Nomination Student Assessor FWN 2024-2025
Consultation.
After successfully completing the recruitment and selection process during March and April, the Faculty Board has chosen a candidate to fulfill the role of Student Assessor FWN for the year 2024-2025. Before officially submitting the nomination to the Executive Board, the Faculty Board will first hear the Faculty Council on the proposed candidate. The candidate will join the meeting for this purpose.

10. Update process reorganisation
Informative.

Peters closes the meeting at 17:02 hrs.

Action points

Number	Who	Action	Status
20240527-8	vd Pluijm	Inform the council about relocating staff LION.	New