



Concept Minutes Plenary Meeting (PV) Faculty Student Council FGw, 30th of October 2020

Present	Olaiya Aro, David Batelaan, Subu Choudhury, Lotus Friede, Sara Kemper, Chimira Obiefule, Tammie Schoots, Gabriel Sojo Perez, Zazie van Dorp, Liesje Verhave, Robbert Verheul
Absent	Kauthar Bouazzati
Guest	
Secretary	Angelina Senchi

Agenda

- 1. Opening**
- 2. Mail & Action Points**
- 3. Confirming Minutes**
- 4. Announcements**
- 5. Confirming Agenda**
- 6. Updates**
Chair, Vice Chair, CSR Delegate and DB members give updates on their activities.
- 7. Meeting Piece Budget (attachment: 1), informing**
OFH will discuss their meeting piece on the 2020-2021 budget.
- 8. OER (attachment: 1), informing**
OOD will discuss their meeting on the OER changes.
- 9. Meeting Piece Afro-Dutch Studies (attachment: 1), deciding**
Aro & Obiefule have written an updated meeting piece regarding Afro-Dutch Studies and possible ways forward.
- 10. Wvttk**
- 11. Final Points & closing**

1. Opening

1 Batelaan opens the meeting at 15:03
2

2. Mail & Action Points

3 Senchi informs the council about the important incoming and outgoing mail. She also
4 informs the council that from next week onward the notable mail won't be discussed during the
5 PV but will be added to the *Week of The FSR* mail thread. Only urgent notable mail will be
6 discussed during the PV.

7 Consequently, Batelaan goes over the action list from the minutes of the 23rd of
8 October, items that have been completed are striped.
9

3. Confirming minutes

10 The council goes over the minutes page by page. Batelaan confirms the minutes from
11 the 23rd of October.
12

13 201016-02 Obiefule will send her notes from the meeting with the central university
14 psychologist to Verhave.

15 *The notes aren't Obiefule's, but she will follow up once she has received them*
16 *from the responsible party next week.*

17 201016-04 Van Dorp and Aro will also invite Nelson Addo to their meeting with Fuchs on
18 Afro-Dutch Studies

19 *Aro did already meet with Addo, but council decides to leave it on the action list.*

4. Confirming agenda

20 The HR changes and Podcast Proposal have been scrapped. The order of the agenda is
21 changed. The council will first discuss Afro-Dutch Studies, then the Budget and continue with
22 the OER; the council agrees. Batelaan confirms the agenda.

5. Announcements

23 Due to personal circumstances Verheul might be less present in the coming period.
24 Schoots, Sojo Perez, Friede and Obiefule will leave the meeting earlier especially if the meeting
25 takes longer than the scheduled time.

6. Updates

26 Van Dorp explains why she's been absent in the past week.

27 Batelaan explains their plan for having the evaluations in November and that they'll be
28 taking approximately half an hour.

29 Obiefule explains that there is a written reevaluation request regarding the Chief
30 Diversity Officer to send out to the COR, which they'll hopefully co-sign. Some
31 developments are going on regarding proctoring but this information is mostly
32 confidential. The PR team is working on some general things. The CSR is expecting emails
33 regarding involvement with the OER. Obiefule will start looking into mental health and
34 probably set up a work group with the faculty concerning this issue.



1 OOD; Friede doesn't have an update. Only the points that will later be discussed on the
2 agenda.

3 BaMaCom; Verhave explains that they've mainly discussed social media and how they
4 would like to approach the article regarding the new yearly layout; Verhave has reached
5 out to the person that contacted them regarding Museum Studies for which they'll be
6 formulating questions to pose to the board; they had a meeting with the CSR about the
7 new studentenraad-website; they had a fruitful meeting with Yolande Spoelder from TLC
8 FGw concerning social safety, laptop availability, study spaces where sound is allowed for
9 zoom lecture, Testvision, privacy issues and digital education, student communication and
10 teacher professionalization. Kemper notes that she's working on the Wandkrant and asks
11 if the council has some points they'd like to have on the Wandkrant; currently, she would
12 like it to have a general introduction and introduction of the council members. She relays
13 that she is not sure yet whether it will be a digital or physical one and that she'll set up a
14 document for which she'll invite council members to offer her their suggestions. Aro
15 suggests to possibly add Afro-Dutch Studies and the diversity survey that'll come up in
16 December. Kemper also notes that items unsuitable for the Wandkrant could perhaps still
17 be posted on social media.

18 OFH; Sojo Perez informs that they don't have too many updates. He explains that he's
19 started a correspondence with a lecturer - Antoin Deul - from the Sustainability Day who's
20 involved in alternative narratives and intersectionality regarding sustainability. He's been
21 in contact with people involved with the Humanities Society Project. Kemper relays that
22 she and Verhave had a meeting regarding outdoor spaces for the university quarters; both
23 she and Verhave felt that the timing of this meeting was off and that they didn't really
24 open to suggestions.

7. Meeting Piece Budget (attachment: 1), *Informing*

25 Kemper starts introducing the agenda point explaining that OFH has worked on
26 drafting up the letter they'll be sending to the Daily Board and asks if the council has any
27 question or suggestions. Schoots takes over to further introduce the meeting piece and
28 pose a specific question to the council; she explains that the intent was to have a more
29 visionary approach and to have a fund for specific student at-home facilities. The main
30 question OFH wanted to ask the council is whether they have a positive or negative stance
31 concerning the OV concession about the research the study advisors will be undertaking
32 and the conversation the council and board will consequently be have based on this
33 research.

34 Van Dorp would like to add Afro-Dutch Studies as a specific example, Kemper responds
35 that she will add this. Van Dorp mentions that she's leaning towards a negative advise,
36 especially because they haven't taken into consideration the circumstances caused by the
37 pandemic. Batelaan agrees that they should address the lack of consideration for the
38 COVID-19 situation. Schoots responds that the council should keep in mind that the budget
39 is not for this academic year but for the academic year 2021-2022 and thus doesn't
40 concerns this year's second semester. Sojo Perez clarifies that some of the estimations even
41 go until the year 2024. Sojo Perez also explains that he, too, is leaning towards negative,
42 because it will define the years to come and there currently is a lack of development
43 regarding certain specific topics like HiC and the Diversity Budget. Friede cuts in by saying
44 that it'd be wise to highlight the more structural problems instead of topics like the Corona

1 Budget. Kemper agrees that certain parts should have more weight than Corona, but topics
2 like HiC should be addressed because of the sheer amount of money they are putting
3 toward without any in-depth explanation. Schoots would like to remind the council that
4 last year the council advised positively and the board then proceeded to not work on the
5 points the council felt negatively towards and she fears that advising positively now might
6 make them lose the leverage they have. She agrees with the arguments that certain parts of
7 the budget are too vague or don't address possible calamities in the future and suggests
8 that they should give the board the opportunity to come up with plan Bs in the budget in
9 order to mitigate possible future problems similar to the current student at-home facilities.
10 Aro feels the council should advise negatively and that she finds it particularly strange that
11 there isn't enough mention of the current crisis especially because it is still unknown how
12 long the pandemic will go on for. Though she agrees it shouldn't be the main focus. Schoots
13 replies that there is mention of Corona in the budget, but they don't take enough of the
14 student experience into account. Sojo Perez supports Schoots' message and also mentions
15 that he feels that the board's lack of action, regarding the points the council made in last
16 year's advice, doesn't give him the confidence to trust them with taking the current
17 council's advice seriously if they advise positively. Batelaan agrees with Sojo Perez that
18 advising positively won't make sure the board actually lives up to their promises; it will
19 make the council lose its leverage. Van Dorp would like to do a negative advice and agrees
20 with the before mentioned arguments. Schoots, Batelaan and Van Dorp summarise the
21 following points as the main issues they have regarding an advice on the budget: the
22 Diversity Budget, HiC, Corona and the lack of a follow up on last year's concessions.
23 Verhave would like to advise negatively too, but she does feel the council should be aware
24 that a negative advice will impact the continuation of the council year in collaboration with
25 the board. Kemper notes that the letter doesn't have to be negative on all parts.

26
27 Voting proposal: The FSR FGw 2020-2021 proposes to write a negative advice on the
28 Faculty Budget 2021.

29 The proposal is **adopted**. The FSR FGw 2020-2021 will write a negative advice on the
30 Faculty Budget 2021 **[BESLUIT/DECISION]**.

8. OER (attachment: 1), Informing

31 Friede introduces the meeting piece saying that she has added the points discussed
32 during the meeting on this topic including an elaboration on the motivation behind the
33 points. She explains that everything that will come out of the discussion during this agenda
34 point will be added to the official excel file they'll be voting on during the next PV and send
35 to the board. She suggests to go over the important highlighted parts and later on discuss
36 the other parts.

37 The council discusses the number of tests during a course. Van Dorp agrees lowering
38 the amount of 4 tests, but she does feel that option of only having one test might for an
39 entire course might be too little. Van Dorp wonders if there are options to have, for
40 instance, two tests with one counting for 20% percent and the other for 80%. Friede
41 responds that this is for the Program Committees to decide and will be defined in OER B.
42 Schoots feels that only one mandatory test could work, because this doesn't mean that in
43 course where it is needed students can't have more tests. This would give the courses and
44 teachers more freedom. Verheul agrees with Friede that when one has more test moments



1 it would relief the amount of stress for students when a course is entirely dependent on
2 one test moment. Schoots responds that students will still have the opportunity to do a re-
3 sit. Van Dorp disagrees with Schoots, saying that some students want to prevent having a
4 re-sit and that having a re-sit is also stressful. Verheul adds that having a re-sit might even
5 be more stressful, because it would become an extra test in another exam week.
6 Furthermore, he adds that the first test, in the case of a course having two exam moments,
7 doesn't have to be an exam but could also be a draft for an essay the student will have to
8 write. Verhave adds that having several test moments gives the student the opportunity to
9 balance a different set of skills. She feels that having at least two test moments would be
10 preferential. Friede explains that these suggestions are discussion points for the meeting
11 about the OER, the council can still offer these points even if they don't agree with them.
12 They could always be withdrawn should the council feel like it, but this way the suggestion
13 can still be discussed with the board. Verhave agrees with having three test moments for a
14 longer course, but disagrees with only having one test moment. The majority of the council
15 doesn't want to have only one test moment. Friede will write down the suggestion of three
16 test moments, she offers that they can discuss the topic of the number of tests also with
17 next year's council.

18 Schoots point out a technical point in Dutch, saying that Batelaan should be consistent
19 in his decision of ending a discussion; not limiting one person from speaking on the subject
20 and then continue yielding the floor to others. Batelaan explains in Dutch that this isn't
21 personal, but that he fears they won't finish the meeting at the scheduled time. Schoots
22 responds that she understands, but that she feels that it is unfair to not lend everyone the
23 same amount of arguments in a discussion. Batelaan apologizes and will try to be more
24 attentive regarding such matters.

25 Regarding the specifications of oral and digital tests. Verheul agrees that there should
26 be some basic rules for digital tests and that the OER should state they don't condone
27 proctoring. Batelaan and Van Dorp agree that proctoring should not be allowed and it
28 should be consolidated in the OER. The majority of the council agrees that a digital test
29 guideline should be added to the OER as well as a clause to prevent the use of proctoring.
30 Verhave adds that these tests should also be in accordance with Dutch privacy laws. Friede
31 urges everyone to email her when she they have further specific remarks.

32 Regarding re-stting a passed assignment and having to write an entirely new
33 assignment; Verhave feels that it is a bad idea to be able to hand in the same assignment
34 twice, because people might use it to rework their already existing work to get a higher
35 grade. She feels that it will cause everyone to use the re-sit to simply fix their spelling
36 mistakes and use the feedback they got on their original work to get a higher grade on the
37 already passed exam. Verheul feels a decision like this should be left for the OCs to decide,
38 depending on the type of course and program. Choudhury agrees with Verhave saying that
39 students will treat it as an extension rather than an actual re-sit. Friede notes that she
40 agrees with Verheul and that they can decide to move it to the level of the OER B instead of
41 the OER A. Kemper, Verhave and Van Dorp feel that it should indeed be moved to the OER
42 B. Verrhave mentions the concern of the rules regarding a re-sit would then be different
43 for every course and every program; Verheul replies that students can always use the
44 study guide for information concerning re-sits. Choudhury feels that they should consider
45 the amount of time that is available for re-sits. The majority of the council agrees that the
46 subject should be moved from OER A to OER B.

1 Regarding the general exit qualifications and the consideration of the colonial past;
2 Batelaan offers to formulate a more detailed phrasing at a later point on this in response of
3 Friede's remark about having someone better read on this topic to dive deeper into the
4 exact formulation of such an exit requisite. Aro likes this idea, but feels the formulation
5 should be focused on inclusion instead of it being too much of a niche topic when it's only
6 about decolonialism. Choudhury offers to integrate it in a way that reiterates the POC
7 point of view in programs, for instance, by offering material that isn't only limited to the
8 white perspective. Friede responds that they'll have a discussion on this during their next
9 OOD meeting and everyone is welcome to join; she'll send out an email with an invite.
10 Verheul disagrees with this suggestion and feels that it should be up to the OCs to decide
11 on such formulations regarding decolonisation, he does feel more sympathetic towards
12 Aro's idea regarding centering it around inclusion. He feels inclusion would be broader.
13 Batelaan notes this topic will need more discussion at another time.

14 Regarding the scrapping of a certain exit qualification in OER A that concerns taking
15 courses outside of one's discipline ; Verheul agrees that it should be taken out of OER A and
16 be taken up with the programs themselves. The majority of the council is in favor of
17 scrapping this exit qualification from the OER A.

18 Regarding the UvA Q evaluation; Schoots feels that the evaluation of teachers by
19 students gives of a consumerist idea of education and she questions why they do
20 evaluations like this at all. Van Dorp evaluations are very helpful also in terms of social
21 safety, but that she does feel this point should be scrapped from the OER. Schoots agrees
22 on the social safety point made by Van Dorp, but that the evaluations should then reflect
23 this point more. Kemper thinks that scrapping UvA Q as mandatory would be more
24 efficient in the evaluation process. The majority of the council agrees to scrap UvA Q from
25 the evaluation in the OER A.

26 Aro wonders if a certain article could be specified further, regarding certain
27 disabilities. Friede feels that specifying might cause more problems, Aro disagrees. Van
28 Dorp informs the council that if people have more suggestions they can email Friede.
29

9. Meeting Piece Afro-Dutch Studies (attachment: 1), *Deciding.*

30 Aro asks for the council's opinion on the meeting piece and if they have any
31 suggestions or questions. Kemper really approves of the meeting piece's idea regarding IIS
32 and also for there being a counterpart to the English taught course. Batelaan relays that he,
33 like Emma Fuchs, believes that it's a course that could be open to a very diverse group of
34 students – not just Humanities students, but, for instance, also social science students.
35 Verheul wonders if the OC is the FSR's partner in crime regarding this issue; Batelaan, as a
36 member of the OC History, explains that the teacher are open to having the course as an
37 elective but that they have reservations regarding the appointment of its teacher. This is
38 due to a lot of their electives being scrapped and they are questioning having an 'outside'
39 teacher lecturing this course. Batelaan suggests to bring it up during his next OC meeting
40 and for Aro and Obiefule to also reach out to other OCs as possible partners.

41 Van Dorp adds that she, too, thinks it is a great idea to contact all the other OCs for
42 possible partners. Aro and Batelaan will set up a meeting with the Chair – Peter van Dam -
43 of OC History on Afro-Dutch Studies **[ACTION POINT]**.



1 Regarding the use of the Diversity Budget for this course, Kemper notes that in the OV
2 Nijsten noted that the Diversity Budget is a working budget and, therefore, they do not
3 know how it will be spent. This means that they don't have a plan, she offers to – again –
4 suggest Afro-Dutch studies as a possibility to spend the working budget on. After a brief
5 discussion between Kemper, Aro and Van Dorp on the absence of a plan, Kemper notes
6 that the FSR requested the board to get an overview of what they spent the budget on in
7 the previous year to gain more insight. Verhave suggests to ask the board for more insight
8 on how they'll be spending the Diversity Budget in the council's Budget Advice letter.
9 Kemper offers to use Afro-Dutch Studies as an example in the advice. The council agrees.
10 Van Dorp offers to also ask about the plan for the Diversity Budget during TTO.

11 Regarding IIS, Verhave suggests that this might be something they could already work
12 on because it would generally be really nice to have this course at IIS. She feels IIS might
13 be more susceptible to the idea than, for instance, History. Aro reacts by saying she'd
14 prefer to wait for the meeting with Van Dam to have some clarity and if he disagrees she
15 could look into the options with other OCs and IIS. Van Dorp offers to help on this topic.
16 Aro thanks everyone for their input.

17 Regarding the side note, Aro explains the availability of non-honors and honors
18 courses with similar themes. Sojo Perez had a meeting about OER and looked into the
19 course or program requisites where Friede offered to add a clause about having
20 knowledge of colonial past; he suggests to connect these topics. Aro wonders whether it'd
21 be possible to vote on the approach regarding Afro-Dutch Studies, especially after she's
22 had a meeting with Peter van Dam, in order to get more clarity on the entire council's
23 opinion regarding this subject. When writing an email to, for instance, IIS she would like to
24 be certain that the entire council agrees with it. Batelaan thinks that would indeed be a
25 good idea. Friede responds by saying that she believes there is no point in voting on how
26 she'll be writing an email to IIS, because she considers this not to be a decisive action that
27 requires a vote. She feels that the council could always vote after they've seen the way IIS
28 might have reacted. Aro feels that it is to prevent her from possibly saying incorrect things,
29 like not agreed upon arguments. Van Dorp notes that if Aro feels that it would help her, she
30 doesn't see a reason not to vote on this matter.

31 Regarding *verengelsing* (transl. anglicization), Verhave notes that a valid argument
32 would be to say that courses tied to specific languages, like *Afro-Dutch*, the course should
33 be given in the language it is tied to. Van Dorp and Batelaan offers to discuss this more in-
34 depth at a later date.

10. Wvttk

35 Verhave asks Obiefule about the CSR's complaint system called 'the Blob', Obiefule
36 explains that the idea was for someone to dress up as a red blob and that this person would
37 walk around campuses to ask people about the complaints they have. This has now been
38 transitioned to an anonymous online page where people can inform them of all sorts of
39 complaints they might have about the university. They are working on ways for people to
40 be informed of this page and to feel comfortable with coming forward with any complaints
41 they might have.

42 Kemper proposes to have an online movie night with the council to promote council
43 bonding. The council members respond positively to this idea.

11. Final Points & Closing

- 1 No final points mentioned.
- 2 Batelaan closes the meeting at 17:07.
- 3

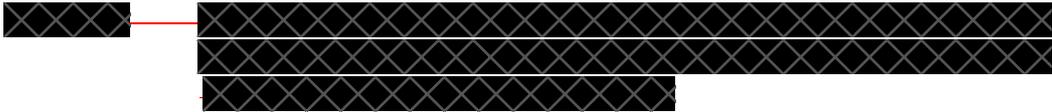


Besluiten/Decisions

- 1
2 200811-01 The FSR-FGw 2020-2021 elect Zazie van Dorp as Chair of the council.
3 200811-02 The FSR-FGw 2020-2021 elects David Batelaan as Vice-Chair of the council.
4 200811-03 The FSR-FGw 2020-2021 elects Sara Kemper as Safe Person of the council.
5 200811-04 The FSR-FGw 2020-2021 elects Gabriel Sojo Perez as Safe Person of the
6 council.
7 200811-05 The FSR-FGw 2020-2021 elects Robbert Verheul as Treasurer of the council.
8 200904-01 The FSR-FGw 2020-2021 decides to have a working group structure.
9 200904-02 The FSR-FGw 2020-2021 elects Robbert Verheul as the FSR member to the
10 Application Committee of the GSH.
11 200904-03 The FSR-FGw 2020-2021 elects Lotus Friede as the FSR member to the
12 Application Committee of the CoH.
13 200904-04 The FSR-FGw 2020-2021 decides to join the Guidance Committee 7-7-4
14 200911-01 The FSR-FGw 2020-2021 elects Sara Kemper as member of the Guidance
15 Committee 7-7-4.
16 200911-02 The FSR-FGw 2020-2021 elects Liesje Verhave as member of the Guidance
17 Committee 7-7-4
18 200911-03 The FSR-FGw 2020-2021 confirms working group 1 OER/OC + Diversity
19 (OOD) and appoints Chimira Obiefule, Subu Choudhury, Kauthar
20 Bouazzati, Lotus Friede and Olaiya Aro as its members.
21 200911-04 The FSR-FGw 2020-2021 confirms working group 2 Organization, Finance
22 and Housing (OFH) and appoints Tammie Schoots, Gabriel Sojo Perez and
23 Sara Kemper as its members.
24 200911-05 The FSR-FGw 2020-2021 confirms working group 3 BA/MA, Communications,
25 PR and Associations (BaMaCom) and appoints Liesje Verhave, Subu
26 Choudhury, Sara Kemper, Robbert Verheul and Lotus Friede as its members.
27 200911-06 The FSR-FGw 2020-2021 elects Lotus Friede as member of the Daily Board for
28 the FSR-FGw 2020-21.
29 200911-07 The FSR-FGw 2020-2021 elects Liesje Verhave as member of the Daily Board
30 for the FSR-FGw 2020-21.
31 200911-08 The FSR-FGw 2020-2021 elects Gabriel Sojo Perez as member of the Daily
32 Board for the FSR-FGw 2020-21.
33 200918-01 The FSR-FGw 2020-2021 decides to adopt the sustainability policy 2020-
34 2021.
35 200918-02 The FSR-FGw 2020-2021 decides to adopt the dates for the vacation letter.
36 200925-01 The FSR FGw 2020-2012 accepts the changes made in the OER addendum
37 letter set up by Friede.
38 201002-01 The FSR FGw 2020-2021 adopts the letter regarding the name change of the
39 BA Archaeology.
40 201002-02 The FSR FGw 2020-2021 will have a podcast on UvA Radio.
41 201009-01 The FSR FGw 2020-2021 will apply the recommendations in the memo
42 concerning kwaliteitsgelden.
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44  
45  
46  

- 1 201016-01 The FSR FGw 2020-2021 adopts the sentence “What is the procedure for
2 appointing a new dean? What’s the timeline regarding the process of finding a
3 new dean? Could you forward us this tijdpad/timeline within two weeks? How
4 will the FSR FGw be involved in this process?” for the OV memo.
- 5 201016-02 The FSR FGw 2020-2021 adopts the sentence *Due to corona we want to make
6 sure that students still get updated about what is going on within the council,
7 because of this we would like to ask you to add the content of the Wandkrant to
8 the FGw Studentennieuws e-mail.*” to the OV memo.
- 9 201016-03 The FSR FGw 2020-2021 adopts the sentence “When will the meetings of the 8-
10 8-4 steering committee start? Can we get an update on this within two weeks?”
11 to the OV memo.
- 12 201016-04 The FSR FGw 2020-2021 adopts the sentence “Could we have more reservable
13 spots at PCH? Could we have a long-term plan in regards to study spots in
14 general?” to the OV memo.
- 15 201016-05 The FSR FGw 2020-2021 adopts the sentence “Since Tammie Schoots and
16 Nelson Addo are in a legal process, how can the DB ensure that there won’t be a
17 conflict of interest?” to the OV memo.
- 18 201016-06 The FSR FGw 2020-2021 adopts the sentence “Can you promise us that we will
19 have the mandatory 6 weeks to respond to every advice or consent request?” to
20 the OV memo.
- 21 201030-01 The FSR FGw 2020-2021 will write a negative advice on the Faculty Budget
22 2021.
23

Action List

- 24 200911-01 The FSR-FGw 2020-2021 will look into possible actions when more
25 information regarding the UvA-Huawei collaboration is brought forward by
26 the CSR.
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- 30 200925-04 The OOD will write a meeting piece about the intersectionality of the diversity
31 policy at the UvA.
- 32 200925-07 Batelaan and Van Dorp will ask Marian Wilts for the Wandkrant to be part of
33 the FGw Studentennieuws email update.
- 34 201002-02 Kemper and Sojo Perez will write a meeting piece on the additions to the
35 sustainability policy.
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- 40 201009-01 ~~The DB members will address the lack of time given by the board to handle
41 advice requests at the TTO.~~
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- 1 [REDACTED]
- 2 ~~201016-01~~ The OFH will write a meeting piece on additions to the budget.
- 3 201016-02 Obiefule will send her notes from the meeting with the central university
4 psychologist to Verhave.
- 5 201016-03 The DB members will work with Obiefule on setting up proposals for the
6 central level regarding *kwaliteitsgelden*.
- 7 201016-04 Van Dorp and Aro will also invite Nelson Addo to their meeting with Fuchs on
8 Afro-Dutch Studies
- 9 201023-01 The FSR FGw 2020-2021 will translate the HR to English before the next
10 council year.
- 11 201023-02 Friede will figure out a plan to logistically enable fully anonymous votes
12 during a digital or hybrid meeting.
- 13 201030-01 Aro and Batelaan will set up a meeting with the Chair – Peter van Dam - of OC
14 History on Afro-Dutch Studies.

Pro Memori

- 15 190904-01 When communicating the AS must always be placed in the cc.
- 16 190904-02 A list of improvements for the *Heidag* must be prepared for next year.
- 17 190904-04 The FSR - DB action list must be discussed for OVs, both internally and during
18 the VO.
- 19 190911-01 The Technical Chair always needs to be invited for PV's prior to an OV.
- 20 190911-02 The Council needs to deliver all documents required before the start of the PV.
- 21 190911-02 As soon as the website is updated the FSR decides on who will be responsible
22 for updating the minutes.
- 23 191001-01 The AS makes sure at the end of the year all private information of the
24 Councilors is deleted.
- 25 190916-05 The Council promotes their facebook page actively.
- 26 191005-01 All documents will be saved in the P-drive.
- 27 200128-01 Freya and Nicolle make an *eindejaarslijst* for the next FSR 2020-21.
- 28 200128-02 The AS adds the living documents to the P-drive.
- 29 200325-01 Nicolle deletes the Zoom PV recordings at the end of the year.
- 30 200310-01 Sustainability is always taken into account while working on files.
- 31 200525-01 The Council adds documents in .word or .pdf for the record or *verslaglegging*
32 in the Week of the FSR.
- 33 200525-02 In case of absence – and especially for members with voting rights – the
34 Councilors should be informed on time and mandate someone.
- 35 200525-03 The council refers to itself as FSR FGw and uses pronoun 'it'.
- 36 200911 When PVs are scheduled on Mondays the council will go over section 3.3.b. of
37 the HR again
- 38