

Concept minutes of the *Plenaire vergadering* of the CSR on 23 November 2021

Present	Sara Kemper, Sukrit Bhatia, Alicja Staszak, Thomas Riedlsperger, Abigail Gilchrist, Mark Sivolap, Sofia Neumayer Toimil, Nicole Golovenko, Tessa Trapp, Manish Jhinkoe-Rai, and Yourie Bras;
Absent	Joselyn Moran and Tosca Manrique Hehl;
Guest(s)	Dikran Kassabian <i>Student assessor</i> , Sibylle Loock <i>YOUvATODAY</i> ;
Minutes	Olav Abbring <i>Ambtelijk Secretaris</i> .

1. Opening

Manish Jhinkoe-Rai opens the meeting at 8:50h and welcomes the meeting participants.

2. Mail

The emails that the CSR received are read.

3. Adapting concept minutes

The concept minutes of the 16th of November have been set with textual changes brought by Sara.

4. Checking the action list

The action points are checked. See attachment.

5. Announcements

- 5 Abbey announces that she wants to stress that CSR members inform her, if they want to join the PV online. Also, Abbey announces that the CSR members should inform her if they will not be able to join the PV. Abbey asks the CSR members to read the OV-prep document. Olav announces that today's OV will be online, as well as the GV and the GOV on Friday. Sukrit announces that the housing task force meeting will be today. Tomorrow there will be a meeting with
- 10 Eric Boels about the budget, the entails of the UvA's budget for the year 2022 will be discussed there. Nicole will be leaving this Friday to conduct her thesis research on curacao. Thus she will not be able to join meetings for two weeks, she will keep herself updated through the minutes of the committees and the meetings.
- 15 Dikran announces that yesterday a draft proposal was sent to the parliament to discuss having the COVID-19 3g policy applied to the University.
- Mandates
Tosca mandates Sara
12 eligible votes. The quorum is met.

6. Updates DB & taskforces, delegates, central student assessor

- 20 Sara states that Tessa has written in her update that the UCO is opposed to the 10/10/10/10 education system.
- Manish states that he was present during that UCO meeting, if Sara wants to know more about this discussion se can reach out to him.
- Tessa has added a question to her update, wanting to know how to change the language of a program. Sara informs that language changes to programs should be offered as a requests of consent to the FSR and as a

25 request of consent to the program committee. Usually the FSRs follow the advice of the program committee.
Additionally it might also need to be sent to the GV as a request of consent.

7. Setting the agenda

The agenda is set with the addition of Google Drive update as agenda point 16.

8. Application taskforce: Council assistant Interviews **[CONFIDENTIAL]** **[CONFIDENTIAL]**

9. Financial cycle: Housing + Sustainability

30 Sukrit states that there is no change to the meeting piece compared to last week. Also, there is no voting
proposal because CSR members have their individual stances in the GV.

Manish asks if something needs to be discussed in specific for the CSR members to reach a better conclusion
during the GV. Sukrit adds that the questions on the sustainability goals of the UvA will be discussed
tomorrow with Eric Boels. Due to this the members of the GV will receive the answers to the questions on
35 sustainability before or during the GV.

Sara states that she wants to be sure that all CSR members are aware of what stance individual members take
during the GV, regarding the consent on the budget and questions that will be asked on the housing plan. The
questions that the members of the CSR will ask about the housing plan during the GV will be added in the
40 google document on the financial cycle. CSR members can read through this to make sure they understand
what questions will be asked and what will be discussed.

10. Digitalization

Alicja has sent a meeting piece on digitalization. She states that the Blend IT & Share IT was a self-made
translation of the original document. The Dutch version is the original.
Sara asks how this agenda point differs from the earlier unsolicited advice that the CSR sent regarding online
45 education. Alicja replies that this agenda point is about the digitalization process after COVID-19. The earlier
unsolicited advice was about offering digital education during COVID-19.

What is considered a contact hour

50 According to Manish a contact hour should be a synchronic meeting between a teacher (UD (someone with an
SKO or also someone with a BKO) and (a) student(s) on campus.

Tessa states that contact hours are tutorials and lectures.

Sara states that for some programs there are tutorials that are given by 3rd year Master Students. These
students do not have a BKO. Sara states that it contributes to the quality of education if teachers at least have
55 a BKO qualification. Tessa states that at PPLE there are teachers that just finished their bachelors. These
teachers do not have a BKO.

Alicja states that if tutorials and lectures are considered a contact hour it will be difficult to add the 'in person'
part to the definition, because some tutorials are online classes. Yourie states that there could be two parts to
60 the definition, where lectures can be done online, but tutorials should be offered on campus.

Manish states that there is a 12+ minimum for contact hours for first years. Sara states that she understood
that last year there was an appendix that at least 1/3 of these hours should be offered in person. She states
65 that this minimum requirement was not received well.

It is added that Manish's definition does not exclude the teachers to offer knowledge clips.

Sara states that she wants students to always have the option to join a class in person. On campus education
should be the standard, digitalized education should be an addition.

70 Tessa states that the students should have the option to choose to join a lecture online.

A lecture, a tutorial, a Q&A and a praktijkonderzoek should be considered a contact hour. Manish and Mariska Min-Leliveld have discussed the above and they both also agreed that the main portion of education should be offered on campus. With a better set of rules regarding the definition of a contact hour the UvA will go from on Canvas to on campus.

Mark states that some students might not be able to fulfill the amount of contact hours and will fail a class because of this, which is not fair depending on the circumstances. Alicja states that if someone is sick they should indeed not join the lecture. However, if they are absent due to different reasons this is another discussion.

Abbey states that the discussion on digitalization should be broken up in multiple pieces before discussing it further.

Sara joins and states that this topic should be discussed in a working group. Alicja has decided to bring this agenda point to the PV, so the CSR can be informed that this discussion will be held. The follow up discussion can be had during a working group meeting. Alicja also

Should there be a minimum 'contact hours' for +2nd years?

Sara states that she believes that there should not be a minimum, due to it being better for a student to decide on how they want to fill in their own study process. Olav states that the last agenda point included a long discussion that takes up a considered amount of the time of the PV. The specific proposal of this agenda point might need to be discussed more thoroughly during a separate meeting, then the PV can discuss it.

The meeting is postponed for 5 minutes

Tessa leaves the meeting

Abbey proposes that the discussion points that are stated in the meeting piece should be responded to in a google docs.

Manish states that the agenda point on digitalization should be discussed again next week as 'informing'. Information will be shared during that agenda point.

11. Free menstrual hygiene products

Nicole has sent a meeting piece on the free menstrual hygiene products. Sara proposes to have the unsolicited advice shared with Folia so it can be published as well as with ASVA and other organizations that want to co-sign the advice.

Thomas states that because other organizations are also involved in this topic, it can be looked into what statistics they have, to prove the necessity of free menstrual hygiene products at the UvA.

Sara states that she believes that the CSR should involve external parties before writing the unsolicited advice, to gather the information they have available and get their input on the advice.

Abbey asks if the offering of free menstrual hygiene should also be discussed during the discussion on the budget of the UvA for 2022.

It should be informed with the CvB why free menstrual hygiene products are seen as a remuneration for the staff members. If Eric Boels does not have the answer on why it is seen as a remuneration the question can be forwarded to the CvB.

Depending on the response on the free menstrual hygiene products being seen as a remuneration the CSR should decide on how they want to proceed with offering the hygiene products.

The CSR can choose to ask for an increase in budget to pay and offer the hygiene products themselves. One of the reasons that the UvA should offer free menstrual hygiene products is because the VU does it.

Sara states that the CSR using its budget for this should only be a backup if the CvB does not want to offer the free menstrual hygiene products.

Sukrit will inform with the CvB how the free menstrual hygiene products are seen as a remuneration for staff members and why this prevents the UvA from offering the free menstrual hygiene products at the UvA [action].

12. YOUvATODAY [CONFIDENTIAL]

[CONFIDENTIAL]

13. Student jobs

The goal of the meeting piece is to open a file on student jobs. Alicja wants to know what is being done the faculty level. Mark states that at the faculty level they have student assistants, but as an addition to that there is nothing much they do.

Sara states that she believes that this should not be a priority of the CSR. There are many other topics that the CSR is working on that should be considered more important.

Nicole states that this file can be brought up on a decentral level.

Alicja states that there can be a central point that has an overview of student jobs.

Mark states that there is a central point where student jobs are posted, this can be promoted by the CSR. Sara adds that there is a job portal where student jobs are offered. Sara states that it should be taken into account that not every employer of the UvA is also a part of the UvA.

Nicole states that she is not aware of the information that is available regarding student jobs, maybe the CSR can update their website with this information. Mark states that there are already some places that offer student jobs, but they should be increased.

Thomas states that a file can be created to gather what is currently available to promote or to create student jobs. By having someone of the CSR overlook this the process can be made more efficient. However, he does believe that this is not something that the CSR should be focus their energy on with all other files that are urgent right now.

Mark adds that the UvA job portal is also a main point of the proposal. Other universities also have this. This way students can be actively searched for when outside companies are looking for students in their company.

14. DB event budget [CONFIDENTIAL]

[CONFIDENTIAL]

15. ASVA Protest on housing

Sara has sent in a meeting piece about the protest on housing. Abbey, Sara or both will be present during the housing protest.

The proposal has two parts, showing the support and having members of the CSR attend the protest.

Voting proposal: The CSR 21-22 decides in favour of supporting the ASVA protest on housing by showing the support ton social media and joining the protest.

In favour: 11

Against: 0

Blanco: 0

Abstain: 0

The CSR 21-22 decides in favour of supporting the ASVA protest on housing by showing the support ton social media and joining the protest. (decision)

Alicja leaves the meeting

16. Update google drive

170 Because Alicja has left this agenda point is postponed.

17. W.V.T.T.K. / Any other business

No any other business.

18. Input requests for the FSRs / to the media

No input requests to the FSRs or to the media.

19. Evaluating the PV

175 The confidential meeting pieces should be bundled together. Members did not enjoy the way the meeting was conducted. The procedure should be followed better. The amount of topics that are brought to the PV should be decreased, this leaves more time for the CSR members to discuss the entails of meeting pieces. The time per agenda point could be increased during content heavy topics. Manish wants to have the CSR members keep to the bob-cycle. This way the CSR members will have enough time to work on each agenda point.

20. Questions

The week 50 PV will be on Wednesday the 15th of December from 09:00 – 11:00.

21. Closing the meeting

Manish closes the meeting at 10:56.

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Decisions

211123-01 [CONFIDENTIAL]

211123-02 [CONFIDENTIAL]

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211123-03 [CONFIDENTIAL]

211123-04 The CSR 21-22 decides in favour of supporting the ASVA protest on housing by showing the support ton social media and joining the protest.

Action list

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211123-01 Sukrit will inform with the CvB how the free menstrual hygiene products are seen as a remuneration for staff members and why this prevents the UvA from offering the free menstrual hygiene products at the UvA.

~~211116-01 Sara will inform Thomas on the contact that the FSR used to get their council assistant vacancy on the vacancy list on the website of the UvA.~~

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211116-02 Tosca will ask if the UCO minutes can be shared with the CSR.

~~211116-03 The CSR members can give feedback on the timeline for the elections before Friday the 19th 12:00.~~

211116-04 The delegates will send the faculties' alcohol policy to Mark.

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211116-05 The delegates will inform Tosca on how the members of the program committees are appointed at the programs in the faculties.

211116-06 The delegates will inform Sara on what procedure is followed when appointing a new dean at the faculties.

~~211109-01 Sukrit will make a google docs on the task force for accessibility, stating the responsibilities and all CSR members will react on the points that are in the google docs.~~

- 205 **211109-04** A new voting proposal, with more information on what the Dry January campaign with the *bureau communicatie* will entail and it will be discussed next PV.
- 211109-05** Tosca will write a meeting piece for the next PV about the CSR's advisory board.
- [211021-04** Yourie will write an unsolicited advice regarding installing HEPA filters at the UvA locations.]
- ~~**211021-07** The delegates will send the faculty diversity agreements to Tosca before the next PV.~~
- 210 ~~**211014-03** Joselyn and Alicja will create the platform that will be used to share the meetings that the CSR has, before that 1st of November.~~

Pro memoria

- 140908-04** The DB keeps an eye on late meeting pieces, is strict about *nazendingen* and being present in time.
- 215 **141208-04** The committee chairs notify the PR-committee after their meetings which files that the CSR is working on should be raised in the media.
- 161017-04** The committee chairs make sure that everyone gives proper feedback in their committees about the work, steering and soundboard groups, and they make sure the documents are saved on the P-drive. Council members archive all their documents in the P-drive.
- 220 **161017-05** The committee chairs oversee the diverse division of speakers for the OV.
- 170201-04** The DB oversees a proper balance between small and large files in the PV.
- 171108-04** The delegates check whether the agendas, minutes and letters of the FSR's are being published online.
- 190904-01** The DB protects the diversity of the council and supports a just and coherent working environment.
- 225 **201002-01** All CSR members send their updates before Monday 17:00.
- 201020-02** A double check on the spelling and grammar should be done for all *formal* communication. Committee chairs have the final responsibility in this.
- 211007-01** The committee chairs will send the committee agenda + minutes to the CSR on Friday at 17:00