Concept minutes of the *Plenaire vergadering* of the CSR on 30 November 2021

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

1. Opening
Manish Jhinkoe-Rai opens the meeting at 8:52h and welcomes the meeting participants.

2. Mail
The emails that the CSR received are read.

3. Adapting concept minutes
The concept minutes of the 23rd 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   The GV this Friday is from 09:00 – 10:30.
Manish has sent an email about the letter from the UvA budget 2022. It states that if you want input in the letter that will be sent to the CvB. This needs to be done before Wednesday 9:00.
The vaagheidszonetraining will be held on Monday the 13th of December from 17:00 – 20:00.
Joselyn will not be able to make it. Tosca will not be able to be there. The CSR will discuss if the student
10 assessor can be present during the vaagheidszonetraining on the 13th of December **[action]**.
The meeting with the advisory board will be on December 15th starting at 17:00 – 18:00.
The PV meetings will be held hybrid as long as people are willing to join the meeting physically.
Mandates
No mandates.
15 12 eligible votes. The quorum is met.

6. Updates DB & taskforces, delegates, central student assessor
Sara asks Joselyn to send her information about how the FMG is handling their OER-cycle.

7. Setting the agenda
The agenda is set with the following changes:
Agenda point 8. The international students & growth will be taken off the agenda;
Agenda point 11. Ouriginal malfunction will be taken off the agenda;
20 Agenda point 12. Student Jobs will be taken off the agenda.

The agenda point. COVID & meetings will be added to the agenda as agenda point 16.

8. Digitalization

Sara states that there is a quote on page 2. She wonders where the quote is from. Alicja replies that this is from the vision on teaching and learning document, that is document is attached.
The definition of blended learning on page 1 is also from that vision document.

The CSR informs the file holder about their opinions on the meeting piece.
What is considered to be a 'contact hour', does the definition: A synchronic meeting between a teacher and a student that takes place in person on campus of the UvA'.
Olav raises that the 'on campus of the UvA' part should be removed or adjusted to allow for the possibility of renting an external location.
Tosca states that the possibility to stream should be added.
Sara states that the 'in person' should be removed and that the 'on campus' part should be kept.
Sara adds that 'a synchronic meeting 'that has an educational purpose'.
Tessa states that it is difficult for her, because she thinks that some zoom-classes should also be considered a contact hour.
Manish states that there might be 2 possible definitions, one for physical contact hours and one for the possibility to also allow a contact hour to be online.
Sara states that the definition should not include whether an online class is a contact hour. This should be a separate discussion.

Should zoom classes be considered a contact hour
Most people think that a zoom class should not be considered a contact hour.
Sara states that it should be considered that this policy will be in effect after covid. Arguing from the point of view that it is after covid zoom classes should not be seen as a contact hour.
Mark states that an online option should be available, for students that need the option.

Should streamed classes be considered a contact hour
Tessa wants to see a clear difference between streamed lectures and streamed tutorials.

Should streamed lectures (the teacher is present on campus and the students are present hybrid) be considered a contact hour
Half of the CSR thinks that a streamed lecture is considered a contact hour.
Sara states that this depends on the accessibility of the lecture. If there are more students willing to join physically than there are places available for the lecture, it should not be seen as a contact hour.

Should streamed tutorials (the teacher is present on campus and the students are present hybrid) be considered a contact hour
All present CSR members think that a streamed tutorial should not be considered a contact hour.
Joselyn is not fully convinced. If students can also choose to attend the tutorial on campus it might be considered a contact hour.

Should there be a minimum amount of contact hours for the 2nd and 3rd years
Tosca says 12 should be the minimum. All present CSR members agree to this.
Sara states that this is decentralized so the CSR cannot mandate this to all programs.
Manish states that the faculty student councils of the program committees can maybe choose to set a minimum, that the CSR advices to them.

What do the council members think about lectures in the hybrid form
This is already discussed.

Should the recordings of the lectures be considered a contact hour
Alicja states that if there is a possibility of joining the lecture than it should be considered a contact hour.
Sara adds that for her program there was a course that only had audio recordings, this specifically should not be considered a contact hour. Yourie agrees with the above.

What do the council members think about having lectures fully online
Most council members agree that fully online lectures should not be considered a contact hour.

Anything else

Joselyn has never had the web education clips, but recently there was a lecture that also offered knowledge clips, but during the lecture there was a broad discussion on the shared information in those knowledge clips.

Abbey states that some classes had online knowledge clips, that were recorded by the lecturer. This was an addition to the 1.5-hour physical meeting and the information was about the topics that were discussed during the physical meetings.

Alicja will take all these questions into account when writing the discussing meeting piece for the next PV.

9. Student mental health desk

Alicja wonders what the origin of the meeting piece is. Manish states that the taskforce social safety released a report 'breaking the silences'. In that report it was advised to have a more approachable location to receive information about mental health. Additionally, Manish also raised this idea at the FNWI, and it was received well.

The meeting piece is not only about mental health, but also about student health in general. On the fifth page there is an overview of what items that students can get information about at the proposed student health desk.

Sara wonders why a new desk should be created, if it can also be proposed to have an overhaul of the student services desk. Many faculties already have a physical student desk. Manish states that this can be considered during the implementation. However, Manish's reasoning was that there is no over-arching entity that goes about all topics of student health. Sara believes that this is a good topic for a pilot, but she would also like to see that the CSR informs about the responsibilities of the education desk and the student services desk.

Manish states that it is easier to have this topic on the central level, because the social safety taskforce report was an advice on the central level. And achieving the change in all faculties is more achievable through the central level.

Joselyn and Sara inform Manish that they can also support him with this initiative.
Manish will take this information into account when writing a new meeting piece for the next PV.

10. Council action initiative

Olav wonders what part of the budget the funds will be taken from. Joselyn will discuss this with Nicole, it will be added to the meeting piece.
Manish wants to see more information about the maximum amount of funds that can be requested, the timespan for the initiative, the (ethical) guidelines for events, if the CSR can spend their funds like this, and how many of the initiative the CSR should fund.
Alicja states that it should be considered that the CSR budget is per calendar year, so the financial freedom of the next council should be considered.
Tessa states that because students vote on the initiatives, the students will vote for the ideas of their own faculty. Maybe the plans that are brought should be beneficial to all UvA's students.
Alicja states that it should be considered that faculties should also be able to cooperate on an initiative.
Joselyn will take all these questions into account when writing the discussing meeting piece for the next PV.

11. Newsletter period poverty

The goal of this MP is to get the CSR's agreement for the publication of HeForShe's survey in the UvA newsletter to generate more information about the current situation regarding period poverty at the university. This is a crucial step in emphasizing the urgency of the situation and ultimately convincing the CvB to agree to a pilot project for providing free menstrual hygiene products.

Sara wonders if the CSR should support this survey, because a member of the DB of the CSR is also working with HeForShe. Additionally, 020 also has a survey on this topic and Sara wonders if the CSR should then support a second survey. Thomas states that although he is a member of the party 020, he was not involved in

130 the survey of 020. Thomas has set up a meeting between 020 and HeForShe, hoping that they will be able to cooperate on the topic.
Thomas states that he believes there is no conflict of interest for the CSR to support the post.

Tessa states that there are many different entities working on these initiatives. Tessa believes that the CSR
135 should focus on gathering all parties that want to work on this and not refrain from working on this topic altogether. Alicja agrees that the CSR should continue working on this topic and not choose to refrain from working on this topic.

Sukrit states that even though he is involved in both parties, he was not involved in the initiative and he did
140 not participate in the meeting between the CSR and HeForShe.

Tosca states that she believes that having two surveys being worked on simultaneously will decrease the turn-out for both surveys.

145 Sara states that she is in favour of publishing the survey. However, she thinks that is would be good if the CSR brings together all parties that are working on this project.

Voting proposal: The CSR 21-22 decides in favour of publishing the survey and text mentioned in the meeting piece 14.1 Newsletter Period Poverty MP in the UvA newsletter on December 9th.
150 In favour: 12

Against: 0

Blanco: 0

Abstain: 0

The CSR 21-22 decides in favour of publishing the survey and text mentioned in the meeting piece 14.1 Newsletter
155 *Period Poverty MP in the UvA newsletter on December 9th.* **(decision)**

12. Central voting office

The goal of this MP is to get input for the abovementioned unsolicited advice from the CSR to improve and finalize it and ultimately send the advice to the CvB. Sara states that she has added information to the unsolicited advice and asks Thomas to consider the additions.
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The content of the letter will be discussed next week.
The CSR members will read the unsolicited advice on the CSB and make comments/additions to the unsolicited advice about the central voting office before Thursday 15:00 **[action]**.

13. Application taskforce: Council Assistant Profile [confidential]

[confidential]
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14. Application taskforce: Complaints committee interviews [confidential]

[confidential]

15. Evaluation weekend [confidential]

[confidential]

16. CSR meetings and COVID [confidential]

[confidential]

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

170 *No any other business.*

18. Input requests for the FSRs / to the media

Joselyn will inform Tosca on how and why the constituencies of the FMG for the *medezeggenschap* elections were formed **[action]**.

19. Evaluating the PV

The PV went well. Due to the structure of the meeting everyone could give their input.

20. Questions

Sara asks if the profiling fund is up for evaluation this year, Manish states that it is not and that it will be up for
175 evaluation in 2023.
Sara states that the letter of the FSR FNWI about the improvement of the turn-out for the elections should be sent to everyone.

21. Closing the meeting

Manish closes the meeting at 10:56.

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Decisions

211130-01	The CSR 21-22 decides in favour of publishing the survey and text mentioned in the meeting piece 14.1 Newsletter Period Poverty MP in the UvA newsletter on December 9th.
211130-02	**[confidential]**
185	**211130-03**	**[confidential]**
211130-04	**[confidential]**

Action list

211130-01	The CSR will discuss if the student assessor can be present during the vaagheidszonetraining on the 13th of December.
190	**211130-02**	The CSR members will read the unsolicited advice on the CSB and make comments/additions to the unsolicited advice about the central voting office before Thursday 15:00.
211130-03	Joselyn will inform Tosca on how and why the constituencies of the FMG for the *medezeggenschap* elections were formed.
195	**211123-01**	Sukrit will inform with the CvB how the free menstrual hygiene products are a remuneration for staff members and why this prevents the UvA from offering the free menstrual hygiene products at the UvA.
211116-02	Tosca will ask if the UCO minutes can be shared with the CSR.
211116-04	The delegates will send the faculties' alcohol policy to Mark. *FdG has none. FGw is currently* 200 *writing a letter about it. FNWI is working on it. FMG will investigate it, by asking the faculty board.*
~~**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~~ 205 ~~the faculties.~~
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.]

Pro memoria

140908-04	The DB keeps an eye on late meeting pieces, is strict about *nazendingen* and being present in time.
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.
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.
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