

Concept minutes of the *Plenaire vergadering* of the CSR on 7 December 2021

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

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 30th of November have been set without changes.

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Thomas and Sara join the meeting

4. Checking the action list

The action points are checked. See attachment.

Tosca leaves the meeting

5. Announcements

10 Joselyn announces that the CSR will migrate to Microsoft teams next week. All CSR members will archive their files on the p-drive before the 10th of December **[action]**.

Manish will have a call with the rector magnificus to discuss the COVID situation and the way exams will be conducted. Manish will inform Tessa directly after the phone call on the information that was shared during the phone call. This way the information can be taken into account in the unsolicited advice regarding online exams.

15 Manish and Abbey will look into how the office attendance schedule will look now that only a limited amount of members are allowed to visit the office at one time.

RTL news contact Manish about the ProctorIO case.

BNR Radio contacted Manish about the COVID-19 situation regarding examinations.

20 Abbey informs the CSR that the application taskforce is having the interviews this week. There will be an update next week.

Mandates

Yourie mandates Joselyn.

Tosca mandates Tessa.

12 eligible votes. The quorum is met.

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

25 *There are no questions on the updates.*

7. Setting the agenda

The agenda is set with the addition of the Chief diversity officer under agenda point 16.

8. Unsolicited advice on COVID and exam regulations

Tessa has proposed an unsolicited advice on the COVID and exam regulations.

30 Sara asks when Tessa wants to send the unsolicited advice to the COR and the FSR. Tessa responds that she believes that this should happen as soon as possible. Manish states that the advice will be sent to the CvB and it will be sent to the FSRs and the COR. If they co-sign the advice, the advice will be re-sent to the CvB.

Mark adds that there should be a differentiation between mid-terms and the upcoming examination week.

Alicja mentions that the mid-terms already took place, so this should not create confusion.

35 Sara states that she does not like the website that the petition is currently on. Sara will send Thomas the website that the FSR used to set up a petition last year. Tessa informs the CSR that a separate petition is already online. The CSR can decide to support that petition.

Joselyn wonders if Tessa has a solution to the extra workload that will be put on the employees shoulders when they need to create an extra exam. Tessa responds that the possibility to have an extra exam outweighs the concerns of the employees, because this is an emergency measure.

40 Manish wants to add the following voting proposal: Students should have the possibility to have an exam on campus, but there should be an option to follow the same exam at the same time, online.

Sara adds that the second option in the advice should be put as the first option, because the first option is already implemented. Manish states that the first point can be used as an introduction to the second (now first) point. Tessa and Sara agree with this change.

45 Sara wonders if the phone call with the rector magnificus might render the unsolicited advice useless. Based on the phone call with the rector the unsolicited advice might need to be changed. The voting proposal will be altered to sending the unsolicited advice until after the call has taken place and that small alteration are allowed.

50 Abbey would like for the petition to happen in collaboration with the students that already started the first petition.

55 **Voting proposal:** The CSR 21-22 decides in favour of sending the unsolicited advice to the CvB, under embargo.

In favour: 12

Against: 0

Blanco: 0

Abstain: 0

60 *The CSR 21-22 decides in favour of sending the unsolicited advice to the CvB, under embargo. (decision)*

Voting proposal: The CSR 21-22 decides in favour of sending the advice first to the FSRs and the COR with the request to sign the unsolicited advice as soon as possible.

In favour: 12

65 Against: 0

Blanco: 0

Abstain: 0

70 *The CSR 21-22 decides in favour of sending the advice first to the FSRs and the COR with the request to sign the unsolicited advice as soon as possible. (decision)*

Voting proposal: The CSR 21-22 decides in favour of having a petition regarding online examination and mandates the O&O committee to weigh which petition works best.

In favour: 11



Against: 0

75 Blanco: 1

Abstain: 0

The CSR 21-22 decides in favour of having a petition regarding online examination and mandates the O&O committee to weigh which petition works best. (decision)

80 **Voting proposal:** The CSR 21-22 decides in favour of Manish telling Karen that the CSR wants a synchronic online and on-campus option to exams, during the phone call.

In favour: 12

Against: 0

Blanco: 0

85 Abstain: 0

The CSR 21-22 decides in favour of Manish telling Karen that the CSR wants a synchronic online and on-campus option to exams, during the phone call. (decision)

9. Digitalization

90 This is a follow-up on last week's informing session. Alicja has added two points for discussion, to get more information on what the CSR will be voting on during the next PV.

What is considered to be a 'contact hour':

Currently there are two proposals for the final definition of a contact hour:

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- *“a synchronic meeting between teacher(s) and student(s) that takes place in person on campus of the UvA (with the possibility to stream)”*

- *“a synchronic meeting between teacher(s) and student(s) that has an educational purpose”*

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Sara states that she prefers the second definition, because there are programs that offer excursions. Additionally, Sara prefers to remove the possibility to have a streamed meeting to be considered a contact hour.

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Alicja states that she likes the second definition, but it does not exclude the possibility to stream education. Sara states that this addition or exclusion can be written in an addition to the definition.

Manish suggest the following change to the first definition 'a synchronic meeting between teacher(s) and student(s) that takes place in person on a location of the UvA'. Sara states that this still excludes most possibilities of excursions.

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Sara states that the definition can be a fusion of both proposals.

Tosca joins the meeting.

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Alicja states that considering the things that have been discussed there will be two options in the voting proposal:

120 *“a synchronic meeting between teacher(s) and student(s) that takes place in person and has an educational purpose with the possibility to stream”*

Or

125 *“a synchronic meeting between teacher(s) and student(s) that takes place in person and has an educational purpose”*

Should zoom classes be considered a contact hour

The CSR already opposed this consideration. This will not be added in the final meeting piece.

130 **Should streamed classes be considered a contact hour**

The CSR considered this possibility and this possibility will be voted on during the PV next week.

Should streamed lectures (the teacher is present on campus and the students are present hybrid) be considered a contact hour

135 This consideration is skipped, because it is implied in the abovementioned consideration.

Should streamed tutorials (the teacher is present on campus and the students are present hybrid) be considered a contact hour

140 This consideration is skipped, because it is implied in the abovementioned consideration.

Should there be a minimum amount of contact hours for the 2nd and 3rd years

Tessa states that she believes that a minimum amount of contact hours should be possible for programs to decide on. Sara states that this should be a decentral decision, the necessity of contact hours differ too much between programs. Joselyn agrees with this.

145 Sara states that the addition of a minimum amount of contact hours can either be done by adding it to the OER part A or OER part B. Tosca states that the 12 hours minimum for first year students is also in the model-OER. The addition for second and third year students can be added there too.

150 Manish states that he has had a meeting with Mariska Min-Leliveld. He states that she also agreed that the CSR should have a stance for this. Manish states that every second and third year course with 6EC or more should have a minimum of 6 contact hours per week, unless it is not possible to achieve that 6 hours. The faculty or program has to discuss the exemption with the faculty student council or program committee.

155 Alicja wonders why 6 hours is chosen as a minimum. Manish states that each block usually has two courses of 6 EC each. Sara states that some programs do not have two 6 EC courses. Some programs have four courses with less EC. Sara believes that the model-OER should not contain big central decisions on which each program can have an exemption. It would be better for the programs themselves to decide on a minimum amount of contact hours per course. Abbey agrees with this.

160 **How can CSR ensure that digitalization will not decrease the quality of education?**

Manish states that the university has to do this and that the Teaching and learning centre should advice on this. Sara states that the TLC has interest in this. It will make their job easier and they are in favour of more digitalization themselves.

165 Sara adds that the CSR should support the stance that digitalisation is not beneficial for the quality of education and that digital education should only be used in exceptional circumstances.

Manish states that the faculties can decide to have the faculties use their profiling funds for bettering digital education.

170 **Should CSR change/provide the definition of a 'contact hour' in the model OER?**

There is a temperature check on this question. Most member are 'hot' on this issue, but there are members that are neutral on this topic.

Alicja will consider all the feedback and incorporate it in the meeting piece for the coming PV.

10. Student health desk

175 Manish states that he has asked information form the central service desk (CSSD), this is added on page 4. Sara would like to see that there is a draft letter for the voting next week. And she wants to add the suggestion that the CSSD gets more hours, but that these hours are specifically used for the student health desk.

The final advice will be added to the voting proposal next PV.

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Joselyn wonders what the ideal situation for students would be in regards to the central health desk. Manish states that it ideally is that a specialized employee of the CSSD is always available to students to reach out to, in regards to requesting information on where to go with questions about their health.

185 Sara prefers to see the final voting proposal one being option A, being that each faculty will have an employee at their CSSD that is specialized in health related questions. Some faculties have multiple campuses and Roeterseiland will have a disadvantage with option B, because it is a big campus with multiple faculties.

190 Tosca asks for the entails on what the pilot will look like. Manish states that the pilot of adding extra hours specifically to the CSSD can run for six to 12 months and afterwards there will be an evaluation.

Manish has had a meeting with the ombudsperson of the UvA, she is interested in the to be drafter letter. She possibly wants to incorporate the idea in her report that will be handed out to the CvB.

11. Student jobs

Mark requests for this item to be discussing/deciding. Manish agrees to this request.

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Joselyn states that the university does not recommend having a job in addition to studying at the university and wonders how Mark incorporated this consideration in his idea to open a file on student jobs. Mark states that the file has an internal (more student jobs for student in the university) and external part (more contact between employers and the UvA, to offer more jobs to students). Regarding the internal jobs, It came up during the university forum that it would be helpful for professor to have more students help with their work. Joselyn states that in her experience, at the FMG having a student assistant will increase the workload of employees.

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205 Thomas believes that students need to work to sustain themselves next to their studies. The reality is different from the wishes of the university on this point. Opening a file to look into possibilities to offer students jobs would help students. Joselyn states that she also worked a lot during her studies. However, she thinks it is important to keep in mind that working is not recommended.

210 Sara is missing whom will be the file holder. Additionally, she wants to have it added to the meeting piece that Dutch students are also looking for student jobs. Sara does not believe that the UvA should have job brokers, the UvA can offer jobs on its internal platform, but it should not be the UvA's mission to lobby for more jobs with companies.

215 If the file is opened Mark will be the file holder. Mark states that it is the Universities job to prepare student for a job, so offering these is an integral part. Sara argues that the goal of the university is not to provide student with jobs. It is not in the mission of the UvA to do see.

Tosca agrees with Sara and she wants to see more evidence on what was brought up in the University Forum. Also, the UvA has a job board.

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Sara leaves the meeting to answer a call.

225 Tessa wonders if the voting should happen right now because there is still much confusion on this topic. Mark states that there aren't that many changes to the meeting piece in regards to last week, so he believes the voting can take place today.

Tosca agrees that the voting cannot take place currently, because the meeting piece is not clear.

There is a technical break

230 The voting is resumed.

Voting proposal: The CSR 21-22 decides in favour of opening a file on student jobs in the Organization and Finance committee.

In favour: 4

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Against: 3

Blanco: 1

Abstain: 4

The CSR 21-22 decides in favour of opening a file on student jobs in the Organization and Finance committee. (decision)

12. International students and growth

240 Sara states that some information in the meeting piece is missing. Although Geert ten Dam wants to have the government decide on a new law sooner. the law can still take years to be published.

245 Alicja asks if the voting proposal is the CSR being in favour or against having a numerus fixus. Mark states that he wants to see what the CSR's opinion is on this topic, so based on the response of the CSR he wants to adjust the voting proposal.

Tosca states that information should be added on having a numerus fixus or the other options that are available for the UvA. Tessa replies that the O&O committee is working on this and wants to have Mark to take up contact with her, to discuss the entails of this topic.

250 Tessa will invite Mark to the O&O committee meeting to discuss the topic of international students and growth at the UvA **[action]**.

Mark wonders if a temperature check can take place. Manish states that this would not be the best option, because not all members are informed on this topic.

13. Dry january

255 Thomas states that it is most important that the CSR decides on if they want to share the attached poster. Tosca states that the Dry January can be promoted separate to the coffee with the CSR, if Coffee with the CSR cannot take place due to the restrictions.

The CSR has the following feedback on the poster

260 Sara states that the promotion should not mention student doctors, but student general practitioners (GPs). The document should be available in Dutch and the Dutch version should be shown first. The meme on the poster should be reviewed. Manish states that January has 31 days.

265 The support of the poster will be voted on, with the condition that the input of the CSR is incorporated.

Sofia leaves the meeting

270 The support of the dry January campaign will be discussed next week.

Voting proposal: The CSR 21-22 decides in favour of using the poster (in the appendix) to be used in the 'Dry January' campaign, after the adjustments of the PV are incorporated.

In favour: 11

Against: 0

275 Blanco: 0

Abstain: 0

The CSR 21-22 decides in favour of using the poster (in the appendix) to be used in the 'Dry January' campaign, after the adjustments of the PV are incorporated. (decision)

14. Unsolicited advice CSB

280 Thomas already received feedback on the unsolicited advice regarding the CSB. The comments were incorporated in the advice.

Sara added a last paragraph to the advice.

There are no questions on the comments added to the draft.

Alicja mandates Thomas. Alicja leaves the meeting.

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15. Hybrid or online meetings CSR [confidential]

[confidential]

16. Chief diversity appointment [confidential]

[confidential]

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 / to the media.

19. Evaluating the PV

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Sara states that important discussions need to take place earlier on the agenda.

Sara wants to have a more strict procedure regarding speaking rights.

Tosca doesn't think it was a good PV, she thinks it was incorrect to vote on a meeting piece that was unclear to most members.

Abbey wants to have it more clear what the voting options are.

20. Questions

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Thomas will send a poll in the telegram to inform if CSR members want to join in a secret Santa event.

21. Closing the meeting

Manish closes the meeting at 11:05.

Decisions

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211207-01 The CSR 21-22 decides in favour of sending the unsolicited advice to the CvB, under embargo.

211207-02 The CSR 21-22 decides in favour of sending the advice first to the FSRs and the COR with the request to sign the unsolicited advice as soon as possible.

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211207-03 The CSR 21-22 decides in favour of having a petition regarding online examination and mandates the O&O committee to weigh which petition works best.

211207-04 The CSR 21-22 decides in favour of Manish telling Karen that the CSR wants a synchronic online and on-campus option to exams, during the phone call.

211207-05 The CSR 21-22 decides in favour of opening a file on student jobs in the Organization and Finance committee.

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211207-06 The CSR 21-22 decides in favour of using the poster (in the appendix) to be used in the 'Dry January' campaign, after the adjustments of the PV are incorporated.

Action list

211207-01 All CSR members will archive their files on the p-drive before the 10th of December.

- 315 **211207-02** Tessa will invite Mark to the O&O committee meeting to discuss the topic of international students and growth at the UvA.
- 211130-01** The CSR will discuss if the student assessor can be present during the vaagheidszonetraining on the 13th of December.
- ~~**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.~~
- 320 ~~**211130-03** Joselyn will inform Tosca on how and why the constituencies of the FMG for the medezeggenschap elections were formed.~~
- 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.
- 325 ~~**211116-02** Tosca will ask if the UCO minutes can be shared with the CSR.~~
- 211116-04** Sara and Manish will send their faculties' alcohol policy to Mark. *FdG has none. FGw is currently writing a letter about it. FNWI is working on it. FMG will investigate it, by asking the faculty board.*
- 330 ~~**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

- 335 **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.
- 340 **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.
- 345 **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.
- 350 **211007-01** The committee chairs will send the committee agenda + minutes to the CSR on Monday at 17:00