

Concept agenda: Plenary meeting of the CSR

Time 10 October 2024 16:00-18.00h

Location REC B2.11

Conceptagenda

1. **Opening**
2. **Mail**
3. **Adapting the concept minutes: 30 September, 3 October**
4. **Checking the action list**
5. **Announcements**
6. **Updates:** DB members, delegates, central student assessor + DB minutes
7. **Setting the agenda**
8. *5min* **Budget Expenses Filing Form (*)** **Informing**
The CSR is informed on the proposal for a budget expense filing form to track internal expenses.
9. *10min* **Democratization in Higher Education Coalition (*)** **Informing/Discussing/Deciding**
The CSR is informed, discusses and decides on a proposal to join a coalition on democratization in higher education.
10. *10min* **AU Event (*)** **Informing/Discussing/Deciding**
The CSR is informed, discusses and decides on a proposal to fund an event in collaboration with Amsterdam United.
11. *5min* **House Rules (*)** **Discussing/Deciding**
The CSR discusses and decides on creating a taskforce to work on the UvA House Rules.
12. *45min* **Mediation & OV Prep [Confidential] (*)** **Discussing/Deciding**
The CSR discusses and decides on a confidential point on mediation and an informal meeting with the CvB.
13. **W.v.t.t.k. / Any other business**
14. **Input requests:** for the FSR's / to the media
15. **Evaluation:** PV + meeting pieces
16. **Questions**
17. **Closing the meeting**

Action list

- 241003-01** Ivana will ask Alexander if the CSR can communicate information regarding the ITK to the FSR's.
- 241003-02** The DB will schedule the OV prep with the CSR.
- 240930-01** Stefana will set up a meeting with Zeinab and the delegates
- 240926-01** Lola will add the CoBo invitations to the CSR agenda.

(*) Meeting materials attached (**) Meeting materials will be forwarded (***) Meeting materials already in possession

240912-06 Stefana will reach out to the RvA.

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 Microsoft Teams. Council members archive all their documents on Microsoft Teams.
- 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 Wednesday 12:00.
- 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.
- 220113-02 CSR members will inform the vice-chair if they are absent during a meeting or event of the CSR.
- 220113-03 Meeting pieces that concern files of other file holders will be sent to the committee chair before sending the meeting pieces to be discussed in the PV.
- 220307-01 Receipts will be added to the request for budget approvals that are brought to the PV of the CSR.