



besluitenlijst

Faculteitsraad GMW

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Haagsma, B.M. Hopman, S.G.E. van der Boog, L.P. van der Lee, D.K. Postema,
C.W.A.M. Aarts, K. van Veen, B. I. van der Kooij, W.K.H. Slik, E. Ruisch-de Vries

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Afwezig
I.P.J. Veenstra, L.C. Bakker, V. Nomden, M.C. Buigel-de Witte

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- 01** **Opening, adaption agenda and minutes**
The minutes were adopted.
- 02** **Written questions following the minutes of**
02.01 **The meeting of the Faculty Council of 12 October 2021**
No further questions.
- 02.02** **The meeting of the Faculty Board of 23 September**
- 05.01 - Sarampalis reports that the classrooms at Bloemstraat are not equipped for hybrid teaching. There is one room with Polycom available. The FB agrees with the provision of separate cameras at the Bloemstraat.
- 06.01 – Sarampalis mentions the issues that emerged from the ESI survey. Van Veen: We are happy the buildings are still open and the small teaching groups can continue.
- 10. The FB shares the concerns of the FR about the implementation of Brightspace. Every faculty is monitoring this. The pilot of Brightspace will start in February (semester 2a).
- 02.03** **The meeting of the Faculty Board of 7 October 2021**
- 05.02 There are complaints about the selection procedure for the psychology programme. Van Veen explains the problems occurred because, due to the corona measures, the selection had to take place entirely online at once. The FB takes the complaints seriously.
- 07.03 Erkennen en waarderen: Timmerman states that the career options for academic staff are different from the opportunities/lack of opportunities for support staff. Aarts agrees this is an important point to be aware of.
- 02.04** **The meeting of the Faculty Board of 14 October 2021**
No questions.
- 02.05** **The meeting of the Faculty Board of 28 October 2021**
- 07.02 - Sarampalis: With regard to the enforcement of the corona measures, in the AJ-halls teachers may find themselves in the situation that they do not know how to act. The situation can be tense. Van Veen advises not to act alone and ask help from the concierges.
- 06.01 – Van der Lee: In what timeframe will all exams be digitized and what are the negative sides? Van Veen mentions that in the interest of sustainability, it is a good step forward. It also eliminates the problem of poorly legible handwriting. Mouw asks attention to the fact that digital exams can cause problems for students with special needs. Van Veen takes note of this.
- 02.06** **General questions**
- Knot-Dickscheit takes part in the Tenure Track working group.



- Hansen thinks that for the sake of transparency, it would be better if the senior professors 1 in the FBC were appointed by an open procedure.
Aarts: There is no prescribed procedure for the appointment of the permanent core of (three) BSS professors in the FBC. The FB strives to ensure that (1) these professors adequately reflect the disciplines of the faculty, (2) these professors are both experienced and authoritative, preferably senior professors (HGL-1), and (3) these professors represent as much as possible the diversity of the BSS professors. When a position in the FBC becomes vacant (members are appointed for three years, with the possibility of a second term), the FB discusses internally which successors should be considered; names of candidates are checked with the FBC.

- 03 Topics for discussion**
No additional topics; NSE point 06.04.
- 04 Announcements from the Chair and the Deputy Chair**
No announcements.
- 05 Announcements from the Faculty Board**
It is very positive that the buildings and the restaurant are still open and that the study places are still available as well.
- 06 Education**
- 06.01 Topics remaining from the previous meeting (discuss)**
- Haagsma: What is the language policy. Van Veen: The Dutch tracks are in Dutch, but part of the literature can be in English. In the English tracks, in some cases it might be possible to do the exam in Dutch.
- The double exams will have influence on the workload. Sarampalis wants to know if teachers have to make double exams next semester. Van Veen explains that the AJ-halls will remain open as long as possible.
- 06.02 Composition of the Programme Committees BSS 2021-2022 (consult)**
The Faculty Council gives a positive advice on the composition of the Programme Committees BSS.
- 06.03 Composition Boards of Examiners BSS 2021-2022 (inform)**
No further remarks.
- 06.04 National Student Survey (NSE) 2021 (inform)**
- In general, the NSE response rate is very low, that makes it difficult to get a comparison to other universities or faculties.
- The results of the NSE survey are shared with the programme directors.
- Over the last three years students' concerns on employability have increased, despite the fact that actions have been taken in this regard. The FC will consider possible actions.
- Regarding the workload of teachers, the FB emphasizes that it is not the aim to keep teachers on this high level of performance. With extra staff and extra support the FB hopes to reduce the work pressure.
- Together with the Graduate School, the situation of the PhD students is being monitored. Supervisors can play a role by reconsidering what they ask of their PhD students, for example not asking four but three articles.
- If it is beneficial, the NSE-survey can be shared.
- 07 Rules of Procedure Programme Committees BSS (adopt)**
No remarks, the rules are adopted.
- 08 Questions**
No questions.
- 09 Closing**



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Written questions & discussion points for the FC-meeting of November 16th, 2021

Written questions

Meeting of the Faculty Council 12th of October

- Who is the contact person from the FB for the Hybrid working group?

Contact person from the FB is Mirjam Buigel.

Minutes FB-meetings September

- 23 September

- 05. About the lecture rooms: Are the Bloemstraat lecture rooms ready for hybrid teaching?

It depends on the definition of hybrid teaching. If this means 'doing the same as usual and then streaming', than no it's not. Hopefully we have streaming sets in place in the two big rooms by the start of the next semester.

For blended learning models we mix online and onsite education. Then the Bloemstraat will do.

About online education for disabled students:

a: What are the best practices, whom have they been discussed with?

We do not offer online education only for disabled students. Best practices can be found at the platform. For exams there are several special arrangements in place for disabled students.

b: Will the education for disabled students only be online? Or will they also enjoy education on campus?

See a.

- 06.01 About the corona survey ESI-period 2b: What are the best practices, whom have they been discussed with? Were there also more negative reactions which have to be paid attention to?

The results are a little ambiguous. There is a wide range of best practices, depending on the nature of the course/place in the curriculum/etc. Best practices can be found on the teachers platform. Implementation is work in progress.

- 06.02 About corona restrictions: What are the plans/expectations for potential re-introduction of restrictions? What can we expect for semester two?

We don't know what the conditions will be but we can fall back on a wide range of best practices. Meanwhile we are still working on improving the rooms for hybrid teaching/blended learning.

- 06.03 Will there also be support for students to use Brightspace? Since it is now only about support for teachers.

Students will be supported on the equivalent of Nestor support.

- 10. When will the new portal and software be available for use?

Brightspace will be implemented from September 2022 onwards. Not all functionality will be in place by then. At this moment we don't know yet which functionality we exactly have at that time.

- 7 October

- 03.01 Related to the "grote lijnen uit de notitie over governance". What are these going to be? Could the FB share this with us?

We discussed the draft policy paper Governance with directors and heads of our service departments. In November we talk this over with the chairs of the basiseenheden. After possible adjustments/additions on the draft version we will share the paper with the directors again and the FC.

- 03.02 Would it be possible to keep us updated on this regarding status, content and timeline? Is there still a working group, who are involved?

This is about the TT-policy and functiehuis: Yes, we'll keep you updated. The search for members of the working group is pending.

- 05.02 a: What is the nature of the complaints?

Through the Serviceknop, suggestions and complaints can be submitted to improve the content or organisation of the education within a student's study programme. Students receive a response from the complaints coordinator within 14 days. The Service Button is an 'informal way' to discuss complaints and suggestions. If the informal way has not yielded any result, a formal complaint, an appeal or an objection can be lodged via the Centraal Loket Rechtsbescherming Studenten.

Last year most complaints were related to online education. Especially the technical problems that occurred at the beginning of the year led to a number of complaints. Also the Master's selection at Psychology was another subject that drew several complaints.

b: Where can we find this Serviceknop?

This Serviceknop can be found at:

<https://student.portal.rug.nl/infonet/studenten/gmw/>

The URL:

<https://serviceknop.gmw.rug.nl/>

c: How are the complaints communicated to the teachers?

The complaints coordinator (Sippie Overwijk) examines the question and contacts the person who can provide an answer. This information is shared with the complainant.

- 07.03 About the committee Erkennen en Waarderen: Who is in the committee? How is or can the FC be involved?

The FB had a preliminary conversation with two representatives of the RUG committee Erkennen en Waarderen. We will inform the FC about the developments etc in due time.

- 14 October : No questions

- 28 October

- 06.01 Is the faculty aiming to digitalize all exams? And if so; why?

As much as possible. Several positive reasons:

- *Sustainable. Less paper and transport.*
- *Flexible. Greater diversity of exams.*
- *Easier in correcting. Reading bad handwritings, faster.*

- 07.02: About corona restrictions in the AJ-exam halls: "Het is bezwaarlijk voor docenten om als handhaver op te moeten treden". What is the role of the teacher in enforcing the restrictions?

In principle no role. A teacher is not a BOA.

- 07.03 Is Blended Learning a part of the Kwaliteitsafspraken working group? Or is this a new group and do there need to be a new student and teacher from the FC for this group?

No, it is not. Laurent is in permanent contact with teachers about blended learning.

Composition of the Program Committees

- There is a wrong email for I.P.J. Veenstra

Now corrected.

- Lisette from PedOn and Thirze from Sociology are addressed as advising student members, but why is Sebastiaan from Psychology not addressed like this?

We will ask the secretary of the PC to send us the correct information about Sebastiaan.

NSE-Survey

We tried to give short answers to the NSE questions. During the meeting (or at another moment) we can elaborate a bit more on this subject.

Content related questions:

- What are the intentions of the FB are in following up the NSE.

In general: The FB will discuss the NSE-Survey with the directors when the results for the individual programmes are presented. We just received the data.

- Are there any specific plans for improving the premasters? Who are involved in/responsible for that?

Which one? Is there a problem with the quality?

- What does the board think about the fact the RUG scores lower on a lot of points compared to other universities? Particular in the topic of career orientation.

The job market is more stressed here, at the moment.

- It is clear that the focus needs to be on examination and career orientation. Are there already concrete plans about how to improve on these topics?

Yes! Diversity of exams (DOW's). Career officer started at the 1st of September.

- How is the board planning on keeping the teachers on high performance? Since the workload is very high.

An answer follows during the meeting.

- How are the individual programme survey results handled (who is responsible for suggesting and implementing changes)?

An answer follows during the meeting.

Practical questions

- Will the reports of these surveys also be made public? And are we able to share the overview on page 5?

An answer follows during the meeting.

- Is the document also available in English?

Will be checked.

- There seem to be some mistakes at the overview on page 5: BSS scores highest on two topics, but the data elsewhere in the document doesn't support this.

Will be checked.

Rules on procedure of programme committee

- Is there also an English version of this document?

No, there is no English version.

General questions

- Can the committee page online be updated? We also divided the staff members across some of the working groups/committees:
 - Jolien: "erkennen en waarderen" working group
 - Nina: tenure track working group
 - Marjon: quality agreements

Yes, we'll pass this through.

- How are members of the tenure track committee selected?

We assume that you refer to the Facultaire Bevorderingscommissie. The three scientific staff members from BSS are selected by the Faculty Board and appointed for a three-year term (with one possible renewal). It is an advisory committee of the Faculty Board.

In addition to these three members, we have also selected a number of alternate members, who can participate when a conflict of interest arises.

The FBC further includes three external members (professors from other UG faculties), and for each session one of these is invited to participate.

Finally, the FBC includes a student member (in principle, always the student assessor) and a HR-adviser.

The dean of the faculty is usually present in the sessions but does not participate in forming the advice.

Discussion point:

- Hopman: NSE-Survey following the answers we will receive on the written questions.