

**University Council  
Second Plenary Meeting  
Erasmus University Rotterdam**

**Date and Time:** 11/04/2023, 14:30 – 17:30

**Location:** Langeveld 1.12

**Present in the Meeting:** **Ivonne Cune-Noten (chair)**, Sandra Constantinou Juhasz, Sebastiaan Kamp, Max Wagenaar, Nikita Schoenmaker, Jaap Cornelese, Natascha Kraal, Patryk Jarmakowicz, Aleid Fokkema, Ernst Hulst, Simo Azzarhouni, Albert Wagelmans, Irena Boskovic, Emese von Bóné, Tom van Dijken, Erin van Gestel, Luuk van Tol, Nawin Ramcharan, Wesley Hennep, Wincey Randoe, Veerle Bakker, Georgiana Carp, Friso Roos, Cagla Altin, Lobke van Steenberg (Clerk), Ellie Cercel (Minutes).

## **01 Opening**

### **01.01 Setting of the agenda**

The agenda point *02.05 Elections UC* was taken off the agenda due to the absence of the UC M&C Officer; an announcement will be made instead. With that remark, the agenda was set.

### **01.02 Minutes first plenary meeting**

The minutes of the first plenary meeting were set without adjustments.

There were two remarks on the action points of the first Plenary meeting:

- Policymakers Mindlab – the policymakers of Mindlab have not been invited to the second Plenary meeting as the agenda point was removed from this cycle.
- Discussion working hours Ombudsperson – the discussion on this point was taken off the agenda of this meeting and was tabled as an announcement instead.

### **01.03 Announcements**

- *Elections UC*

The UC M&C Officer will create an overview outlining the activities related to the elections and clearly stating what is expected of the UC members during this period. The document will be shared with the UC via Teams.

The deadline for candidacy is Thursday at 17:00. As there are not enough candidates to fill all the student seats, several measures were taken to help increase the numbers: the central M&C Office will place an ad on the plaza screen, there will be an increase in Instagram promotions, and a Whatsapp message has been shared. UC members were asked to help increase the visibility as much as possible, such as by sharing the message.

However, the UC noted that the marketing campaign is not highly targeted towards UC staff and service members. As such, the UC kindly requests that the UC M&C Officer increase the emphasis on these two groups in the campaign.

In addition, ESSB and Erasmus MC faculties do not have enough candidates to fill the employee seats. Therefore, the EUR M&C Office will increase its efforts to target these faculties specifically. UC members who have contact with staff members from these faculties were asked to promote the elections as well.

It has been observed that some faculties are refusing to support their own candidates, which is not necessary for the general election. The M&C Officer was asked to discuss with them the importance of their support in terms of visibility.

- *Presidium seat Erin*

Due to an accident, councillor Erin is unable to attend her studies or council work, including her seat on the Presidium, for the next four weeks. The Presidium is missing her input as a second student

member and has decided to temporarily replace her with councillor Friso, who received the second most votes for the position. If councillor Erin's absence lasts longer than anticipated, a re-election may be necessary.

The UC discussed the procedure for temporarily replacing councillor Erin on the council. The Chair and Clerk will investigate the feasibility of this process. If this process is lengthy, the Chair suggested that the Council waits for Erin's return instead.

During the discussion, a councillor mentioned a previous situation where a Presidium member left and a re-election was held to fill the vacancy; he suggested a similar procedure be followed in this situation, due to the uncertainty around the length of time of Erin's absence. However, another councillor stated that this did not take place in the past. To avoid confusion in the future, the UC suggested adding a clear policy to the regulations regarding Presidium seats, such as by appointing the second runner-up as a vice member.

Finally, the UC members would like to express their best wishes for councillor Erin's recovery.

- *Mindlab removed from the cycle*

The agenda point *Mindlab* was removed from the current cycle at the request of the policymakers because the funding application is taking longer than previously expected. Therefore, the application will be postponed. This agenda point will be tabled in the next cycle instead.

- *Social media*

The announcement regarding social media from the 3<sup>rd</sup> Plenary was repeated. To create as much visibility as possible, the UC M&C TF will share any social media posts made by members of the UC. Therefore, if the UC members wish to share a post, they should inform the UC M&C Officer.

- *Training April 18*

The training on the topic of active listening will take place on April 18<sup>th</sup>; lunch and dinner will be served. The content will be discussed further this week with the Clerk and councillors Simo and Aleid, so any suggestions about the training can be shared with them. The UC members are kindly requested to respond to the Outlook invites to provide a clear overview of the attendance and avoid the unexpectedly low turnout that took place in the previous training. Also, they are requested to join on time and not leave throughout the meeting, to avoid disruption. The councillors were reminded that the training is important for the development of both personal and professional skills.

As this topic relates to the UC survey at the beginning of the year, councillor Irena will share the results with the trainer to provide insight into our situation.

- *Working hours Ombudsperson – ELC*

The working conditions of the Ombudsperson will be discussed during the ELC meetings, given this will be financed from the AVW-budgets which need agreement from the ELC. However, the UC discussed having been dissatisfied with the working conditions with the previous Ombudsperson and specifically requested the EB better working conditions for the current Ombudsperson. Even though this request was acknowledged by the EB, it was not implemented properly. As a result of the history and importance of this agenda point, the topic will also be discussed in the CM.

**Action point:** the Clerk will table the discussion on the *Working hours of the Ombudsperson* for the CM.

- *Visit ISS – June 13*

The programme of the visit to the ISS on June 13 will be set up by the M&C TF. However, the visit to the Erasmus MC will not take place due to a mismatch in scheduling; this visit will be arranged instead for the next academic year.

- *Arts Institute meeting*

Two meetings on the Arts Institute took place during this cycle. Unfortunately, not many councillors joined. The UC members were reminded that the meetings are important as they allow the councillors to ask questions regarding the developments of this merger. The Clerk will share the invites for the upcoming three meetings in advance.

- *Waiver ISS member*

A councillor noted that the ISS council member has been absent from the Plenary meetings. This was announced at the beginning of this cycle; the ISS council member has received a waiver for the current cycle to join online as she is currently abroad.

## **02 Agenda items plenary meeting UC**

### **02.01 Starter Grants policy document (short term)**

Following the request of the UC Clerk, the TF Finance received the adjusted policy document last week. However, it was unclear what was adjusted, and not enough progress is visible; the TF communicated this with the EB and a response is pending.

Considering that, the topic will be tabled for the CM; during the setting of the agenda, it will be decided whether an announcement should be made instead, depending on whether a response clarifying our questions will arrive until then.

Also, it was clarified that the financial aspect of the starter grants is already installed, and the clarifications have to do with the policy.

**Action point:** the Clerk will table the agenda point *Starter Grants policy document (short term)* for the CM.

### **02.02 Code of conduct elections**

The UC discussed the Code of Conduct elections in depth.

A few remarks were made regarding Appendix 3, Article 4.1.c. on Physical Campaign. Firstly, the marker “B” is repeated in the document, which needs to be rectified. Secondly, it is unclear in the document what campaigning activities constitute (e.g., rallies, meetings, discussions); it was suggested to elaborate on the different campaign options available to the candidates to ensure that all parties are allowed to conduct their activities. There was a discussion on whether this description needs further clarification, as Article 4.4 elaborates on several options as well. However, this was not in-depth enough, for example there is no elaboration for booking rooms for different purposes; an elaboration on this could be helpful especially for parties that are not yet in the UC.

Also, the financial aspect of elections was discussed. For one, booking rooms on campus for election purposes costs money, and, since the candidate budget is already limited, it was suggested to allow student parties to book rooms for free during the election period. However, as there can be guests such as third parties attending meetings in those rooms, the UC would like to know if and on what conditions a student party is allowed to book rooms in the election period. The UC would like to ensure that room booking for this purpose will not take away from education.

Also, it is unclear to the UC what the limits of third-party affiliations are. For example, the promotion of third parties is not allowed, but they can support candidates by funding them. The UC believes it is not fair to have differences in funding between candidates. Furthermore, several councillors believe that there should be certain limits to the source of external funding, for example restricting parties that the UC does not want to be associated with, as well as a difference between commercial and non-commercial parties. Therefore, the Clerk will check whether there are regulations limiting this external funding, and if not, whether they can be adjusted into the Code of conduct elections or into a different Code.

Furthermore, the UC discussed the importance of maintaining transparency regarding the source of funds and declaring expenses of the candidates. While a councillor disagreed with limiting or denying different outside sources as well as with stating transparency as it could make some candidates

uncomfortable, the UC agreed that transparency is crucial and needs to be respected. This matter will be discussed further in the Presidium and voting may take place in the third Plenary meeting.

**Action point:** the Clerk and Presidium will investigate whether transparency and receiving funding from external sources are explained in the regulations. A voting procedure will be tabled for the third Plenary meeting. The discussion on room booking options for student parties will be tabled for the CM.

### **02.03 Information Governance Risk & Compliance Reglement (GRC)**

The UC was sufficiently informed on this topic, and no questions and remarks were shared. Therefore, the topic will not be tabled for the CM.

### **02.04 Restricted campus opening hours**

Last meeting, the councillors discussed several reasons for disagreeing with the recent EB decision of restricting the campus opening times starting 1<sup>st</sup> April. The decision also mandates staff members to request access to their offices for off-working hours. Also, the offices will not be heated during these hours. During this meeting, the council discussed how to address the issue at the upcoming CM.

Firstly, the councillors are discontent with the decision being made without the involvement of the UC; the UC believes that it has the right to provide advice on this topic and wishes to discuss this matter with the EB.

Secondly, several concerns were raised on the policy. The decision appears to have no impact on campus security, as the security employees continue to work their normal hours. Also, there are regular periods of time in which many employees have to be present in their offices outside office hours, for a long stretch of time, such as one full course. It is impractical for these employees to be required to request access to their space daily, one day in advance. Furthermore, some staff members may have issues with the lack of heating. Similarly, since the policy is aimed at reducing energy costs, the UC believes that the spaces provided for use during off-hours may not be the most energy- efficient. The policy may also lead to staff members working from home in the evenings, which could affect their work-life balance. Lastly, the council members noted that the decision should have been preceded by notices about energy-saving practices, such as turning off the heating when leaving the office.

The UC decided to discuss the technical aspects of this decision with the Sustainability Programme Manager in preparation for the CM. At the CM, the UC would like to discuss the first point, as well as share a reflection of this discussion to hear the standpoint of the EB.

**Action point:** the Clerk will share the questions of the UC with the Sustainability policymaker. The discussion on *Restricted campus opening hours* will be tabled for the CM.

### **02.06 Follow-up University of the Arts Rotterdam**

Due to a misunderstanding, only two councillors joined the meeting on the topic of the Arts Institute that took place today. Three more meetings will take place where the whole council is invited. In these meetings, the UC will have the possibility to ask questions regarding the merger. A document was shared in Teams which will serve as a preparation for the upcoming three meetings.

Also, a councillor remarked that the decision of the UC on the merger might take place after the summer; it is important that the right information regarding this agenda point is shared in the handover of the next council. A session with all the participatory bodies will take place before the moment of the decision, which should also be arranged as part of the next council.

### **02.07 Follow-up Convergence**

Following the Convergence meeting on April 5th, the UC shared a number of questions and concerns via email. During the meeting, the UC discussed how best to proceed with the topic in the upcoming CM.

Some members of the council expressed dissatisfaction with the information provided by the Convergence Office. Despite the Convergence Office considering the meeting productive, the UC felt that many of the 30 important questions were left unanswered. As a result, they wish to resubmit their questions in order to receive a more comprehensive response. The UC also discussed the possibility of setting up another meeting with the Convergence Office to delve deeper into the discussions.

Several members of the UC believe that the Convergence topic should be added to the CM agenda in order to avoid the accumulation of significant gaps in information. However, previous attempts to discussing the topic have proved problematic. For example, requesting the information as a written update often resulted in delays or a lack of response. On the other hand, a regular announcement point led to lengthy discussions that detracted from other important agenda items. The UC acknowledged the value of receiving a document outlining developments, as it is easier to understand than a verbal update. As such, they suggested a new process whereby the council requests a written update on the Convergence between the first and second Plenary meetings, every one or two cycles. This will allow for discussion of the topic at the second Plenary meeting, and if necessary, a dedicated agenda point for the CM discussion. The proposed procedure will be further discussed in the upcoming CM.

The UC also expressed concern that their rights regarding the Convergence may not be fully respected. To address this, the councillors wish to seek clarification from the EB on their view of the UC rights in relation to the Convergence, as well as on the Arts Institute and LDE.

**Action point:** the Clerk will send the questions and the meeting request to the Convergence Office. The discussion on improving our rights and our involvement in the process of the *Convergence* will be tabled for the CM.

## 02.08 Preparation Consultation Meeting

- **Update accessibility.** The UC wishes to include the topic of *accessibility* in the upcoming CM agenda to receive an update on the progress made. The UC would also like to bring to the attention of the EB that we were promised to be involved in a working group focused on implementing accessibility plans, but this has not happened yet. Additionally, the UC would like to receive regular updates from the policymaker regarding their plans for implementation. This matter will be addressed as part of a new regular agenda point.
- **Ombudsperson.** The UC would like to raise a concern about the working hours of the Ombudsperson as well as the history of our concerns with this position.
- **Climate emergency state announcement.** Following the announcement of a climate emergency state by the Rector, the UC is concerned about the lack of information regarding its impact on the campus and any policies being developed. While the Sustainability TF has acknowledged working with the Sustainability Hub to address the issue in the next cycle, they are not yet prepared to discuss the topic in fear of interfering with their plans. For instance, a meeting with the Central Sustainability Office is scheduled to address the remarks before presenting them to the board. However, some councillors are interested in tabling the discussion at the upcoming CM to gain an overview of current policies. Also, an update from the EB would help the TF better prepare arguments for the upcoming cycle. To address these concerns, the UC proposes to ask one question in the AOB section of the CM about the impact of the climate emergency state on policymaking and the UC rights.

## 03 Incoming documents

- **38541 - RM 275.750 Response to 38541 HeQa budget plans 2022 Student Wellbeing and Impact at the Core**
- **38555 - RM 275.751 Response to 38555 Budget HeQa funded programmes**  
The HeQa TF will look at the incoming letters and decide if a specific follow-up is needed.
- **Delayed reply on the Budget Plan.**

There has been a delay in receiving a response from the EB regarding the Budget Plan. The letter from the UC was shared in December, and a reply was expected within six weeks. However, the EB notified the council of a four-week delay. The Clerk will follow up to check if the letter has arrived and if not, request an update on its status.

#### **04 Any other business**

- **Fossil fuel TF.** Councillor Tom and the TF Sustainability will prepare a meeting on the matter of fossil fuels. If UC members are interested in joining, they can notify the TF Lead by replying to the reminder shared in Teams.
- **High rent campus facilities.** The UC noticed that facilities around campus are required to pay a high amount of rent, which translates into high prices that staff and students have to pay. In particular, the UC believes that there should be affordable meals for our students. This argument was raised in the past, but the council would like to discuss it again.
- **Compensation decentralised participatory bodies.** This matter will be discussed in the bilateral discussion with the deans. The EB believes it is important that compensation will be in place for decentralised bodies.
- **Survey.** The councillors who organised the previous survey wish to prepare a follow-up survey to monitor whether improvements were made and what areas can still be made better. The council agreed to have this in the upcoming cycle, after the training.
- **Social media accounts.** To ensure fairness in advertising during the election period, the UC has requested that councillor Erin not manage the social media accounts. Instead, the accounts will be limited to the access of the M&C Officer.
- **Reduced cleaning schedules.** The cleaning schedules in several buildings (e.g., Sanders) have been reduced, as the cleaning contract was changed at the beginning of this year. Unfortunately, this has resulted in less time for the cleaning staff to maintain cleanliness around campus, and several areas need more attention. The UC plans to address this issue at the upcoming CM.

#### **05 Closing**