

University Council
Third Plenary Meeting
Erasmus University Rotterdam

Date and Time: 14/11/2023, 14:00 – 16:00

Location: Polak 1-21

Present in the Meeting: **Ivonne Cune-Noten (chair)**, Ernst Hulst, Katarzyna Lasak, Sebastiaan Kamp, Pedro van Gessel, Joseph Ayinla, Albert Wagelmans, Timo Zandvliet, Cagla Altin, Yasin Demir, Nawin Ramcharan, Rami Elorabi, Aki Negate, Linquendo van der Klooster, Aki Negate, Emre Ulusoy, Linda Dekker, Emese von Bone, Aleid Fokkema, Tom van Dijken, Achraf Taouil, Anthony van der Linden, Max Wagenaar, Wesley Hennep, Roxanne Austin (Clerk), Ellie Cercel (Minutes).

Absent: Rosita Boedhai-Jansen, Natascha Kraal.

01 Opening

01.01 Setting of the agenda

The agenda of the third plenary meeting was set without adjustments.

01.02 Action points and minutes second plenary meeting

The action points of the previous meeting were set. The agenda point under *Any other business – 04.02 Israel and Palestine conflict* will be adjusted to more clearly specify the focus on the TF on ensuring a sense of safety for all students on campus and specifically considering the Palestine-Israel situation, as well as on the affiliations that EUR has with Israeli institutions. Also, councillor Esra will be removed from the attendance list. With these adjustments, the minutes of the Second plenary meeting were set.

1.03 Announcements

- *Welcome Wesley Hennep*

Councillor Wesley Hennep has joined the UC as an ESSB employee representative, making the UC complete.

- *Good Conversation*

On Monday, October 30th, the Good Conversation took place. This is an open conversation with the Presidium and EB Chair about the collaboration between the UC and the EB. The main takeaways are:

UC Right of Advice versus Right of Information

The EB Chair understood the unclarity that sometimes arises regarding the rights of the UC regarding topics for advice or information. The policymaker that submits the documents determines the right of the UC, in consultation with the Clerk. It is up to the Clerk and Chair to make sure that it is clear to the councilors what is expected from them. The council can always give unsolicited advice and the EB will have to respond and handle the advice seriously.

UC Office

The Tinbergen building will be renovated starting Q2 of 2024, thus an alternative space for the UC office must be found. However, it is currently a challenge to find an alternative space. Also, it has not been communicated yet what will happen to the UC office after the renovation is finished. However,

this afternoon the Chair and Clerk will visit a possible alternative space and discuss future plans of the UC office in Tinbergen. We will keep the council informed.

Reflection on Consultation Meetings

The University Council and the EB are both generally satisfied with the new form of the Consultation Meetings. Regarding the follow-up, sometimes it feels unclear what happens with the implementation of the advice. In the past year, updates about the follow-up came from the Executive Board. It would also be useful if the Council had a list of specific follow-up questions.

Under AOB, we discussed the **new archiving regulations** and mentioned the fact that this raised some questions within the UC. Where data is concerned, it is logical that the documents are closed. Other universities have similar archiving and limited access. A next step in the policy could be to look at which documents can be made public and what documents should be kept closed.

We also discussed the fact that during the election period, clashes took place between the parties and the central election office. A new version of the code of conduct is currently in development and will be shared with the UC during the next cycle.

Regarding demonstrations on Campus, the EB monitors the risks closely. The demonstration situation on Friday, October 27 was well monitored and there was no reason for escalation.

- Visitors during plenary meetings

The rules of procedure state that visitors must register themselves and their speaking points, one hour before the plenary meeting at the latest. It also mentions that visitors can have 15 minutes of speaking time at the start of the meeting and 5 minutes of speaking time during an agenda point. The Presidium or the Chair can decide to shorten the speaking time or to not allow any speaking time. The UC agreed to this procedure.

- Using 'old cups' UC

It is recommended to not use the dark green UC coffee cups from last year anymore, since they may contain carcinogens.

- Teams

It appears that someone leaked a document that was shared in Teams to an external party. Everything that is shared in the Teams environment should be treated confidentially. The issue will be technically investigated. Also, it was remarked that, as council members, we have a responsibility as to how we treat each other; in this case, the document that was leaked led to certain reactions that are not acceptable. Therefore, the Chair will take the incident seriously. Currently, there are no rules concerning the use of documents on Teams, because this issue never arose in the past. However, the Chair proposed that we need to ensure a safe environment, and it would be possible to implement regulations.

02 Agenda items plenary meeting UC

02.01 BBR EUR 2024

The Task Force working on this agenda point reviewed the documents once more and did not identify any points of concern. No further questions or remarks were shared in the meeting. The TF members advised the UC to consent to the *BBR EUR 2024*. The members of the UC agreed to send the letter.

Action point: The UC Clerk will draft the standard letter of consent for *BBR EUR 2024* and share it with the EB.

02.02 Starting and Incentive grants

The draft letter of consent on *Starting and Incentive grants* policy with the additional advice points was shared on Teams before the CM. The TF members suggested against adjusting the draft letter, as it clearly and concisely states the remarks of advice. The reflection on the past process as well as our previous requests are sufficiently described in the minutes of the previous meetings. The members of the UC agreed to send the letter.

Action point: the UC Clerk will format the concept letter regarding the *Starting and Incentive grants* policy shared on Teams and share it with the EB.

02.03 Employee survey (Engagement & Enablement Scan 2023)

The concept letter on *Employee Survey (Engagement & Enablement Scan 2023)* has been shared in Teams and several suggestions were added to the document. The TF Lead will adjust the letter according to the suggestions. The UC agreed to send the letter with said adjustments.

Action points: the TF Lead will adjust the letter on the *Employee survey* with the suggestions in Teams. The UC Clerk will format the final concept letter on the *Employee survey* and share it with the EB.

02.04 Draft letter Taskforce Sustainability

The concept letter addressed to the other University Councils was shared in Teams by the Sustainability TF. The letter is aimed at informing other UCs about the inventory of EUR's actions regarding cutting ties with the fossil fuel industry and at seeking collaborations with the other UCs. In the upcoming year, a series of dialogues will take place, and a summit will be held in May, when the other UCs will be invited to discuss the topic of engagement with industries, including the fossil fuel industry.

During the meeting, a few suggestions were made to improve the clarity of the letter, regarding our expectations from the other UCs regarding their view on the ties with the fossil fuel industry. These minor adjustments were added to the letter. The UC agreed to send the letter.

To facilitate future discussions on letters, the Chair asked the members of the UC to add their adjustments ahead of time to the Teams environment.

Action points: the UC Clerk will format the letter and send it to the other UCs.

03 Incoming documents

03.01 Response to your letter 38676 Mindlab HR Awareness campaign social safety 2023-2024

There were no remarks from the side of the UC to the letter.

03.02 Response to letter 38686 Application for accreditation UNIC joint masters programme RePIC (ESSB)

There were no remarks from the side of the UC to the letter.

03.03 Response to letter 38687 NVAO-application for accreditation E-master

There were no remarks from the side of the UC to the letter.

04 Any other business

04.01 Demonstrations on campus

During the recent Consultation Meeting, the UC requested the EB to provide us with a clear policy on allowing demonstrations on campus. Following the meeting, the EB notified the UC that the regulations are not available online at the moment and, as a result, requested Administrative Affairs to investigate the matter. The regulations will be shared with the members of the UC at the earliest convenience.

Action point: the Clerk will table the agenda point *Demonstrations on campus* when the regulations are received.

04.02 Mindlab

Recently, the members of the UC were invited to attend the Mindlab; during the meeting, a reflection on the activity and the involvement of the UC took place.

Firstly, the UC Chair reflected on the low turnout of the UC at the event, despite many members having indicated positive attendance ahead of the event. The Chair wished to remind the UC to be transparent about attendance at events on behalf of the UC.

Secondly, the UC decided to tackle the reflection of the event within the Social Safety and Wellbeing TF. Several action points for the members of the TF were already discussed in the plenary meeting. For example, the TF members were encouraged to gather information about the demographics of the Mindlab participants, such as seniority level, function (i.e., educational or professional services), etc. Also, the TF would like to receive a summary from the event organizers as to which topics were raised by each attending group and reflect on similarities and differences. Finally, the members of the TF are planning to attend a meeting in December with members of the HR department during which a reflection on the Mindlab will be scheduled. In advance of the meeting, the TF members will formulate concrete questions and remarks, which will be used to create an action plan. The members of the UC are invited to share any remarks on the topic of *Mindlab* with the members of the Social Safety and Wellbeing TF.

Action points: the Social Safety and Wellbeing TF members will gather input on Mindlab and share it with the policymakers. The UC Chair will table the agenda topic *Mindlab* on the upcoming cycle.

04.03 Any Other Business

- **HOVO.** A member of the UC was approached by a member of the HOVO committee with a request to help organize a classroom at EUR in which HOVO lessons could be held, as the classrooms provided by Hogeschool Rotterdam can sometimes be too small. The UC discussed against supporting this request, which would logistically be better discussed within the HOVO committee. Also, the main reason against supporting the request was that the agenda point HOVO had been addressed with the EB in the previous academic year, and it was concluded that EUR is yet unable to continue this educational program.
- **Exam facilities.** Several UC members were approached with complaints by students who have experienced inconveniences in their examinations. For example, an exam was rescheduled during the Christmas period, which caused issues with international students who already planned their Christmas trips back home, for instance. Similarly, within ESSB, an exam is scheduled on the evening of 23rd December, and oftentimes exams are scheduled at 6 pm, which is a less ideal time for concentration for most students. In another instance, students were dissatisfied with the current examination room in the sports building, as there are distracting sounds, such as music, coming from other rooms being used for sports activities. All this being said, the Chair informed the UC that there are limited facilities available, both physical and personnel, that could solve these issues. In the future, it will be less prominent, due to the Smarter Academic Year and the renovations being completed. Nonetheless, the UC Clerk will contact the exam commission to discuss the input of the UC. **Action point:** the UC Clerk will contact the exam commission regarding the topic of *Exam facilities*.
- **Food options on the EUR campus.** Throughout the month of November, the vegan food deal took place, wherein students could get a vegan lunch option for a reduced price at the campus canteen. Now, many students are calling for an extension of the deal. The members of the UC reflected on the matter. We agree that the campus food prices are quite high, which is inaccessible for student budgets. Another issue is the monopoly created by the Vitam caterer, where no other less expensive food options are allowed to be sold on campus. As a result, a TF was formed to tackle the issue in the upcoming cycle. Councillors Tom (TF Lead), Rami, Aki, Wesley, Anthony, Timo, Linda, Joseph, and Sebastiaan joined the TF.
- **Results survey on needs and issues in the academic community.** In the previous year, a survey was conducted on the needs and issues we face as an academic community. The survey also included items on the coffee provisions on campus. In the meantime, it appears that little change occurred. A UC member requested the support of the UC to request an informal status update in this regard. The UC agreed.