

Regulations University Council Office use

The office of the university council is the place where one can work and ideas can be exchanged surrounding for University Council members. To ensure a safe work-environment for all members the following basic rules concerning the usage of Erasmus University Council office have been set:

1. The University Council's office is primarily used by members of the council
 - a. Keys are exclusively in possession of support staff and members
 - b. Guest are merely allowed in the office if a University Council member is present
 - c. May there be a lack of work space, university council members take precedence over guests
2. The University Council's office is used with respect
 - a. After having utilized the workspace, one ensures that it is left in a proper and clean state
 - b. In the presence of other members, one should not be a nuisance to another. Everyone should be able to work
3. The University Council stimulates functionality of representative bodies
 - a. Other representative bodies (e.g. faculty councils) are allowed in to make use of this office. This should be discussed with support staff beforehand.
4. Only when there are extenuating circumstances, other regulations will be applied. This will be communicated on other channels.

May one violate these rules, the actions will be put under the scrutiny of the Confidentiality Committee. This body will decide upon further actions.