Minutes of the *Plenaire vergadering* of the CSR on the 7th of November, 2018

**Council members**  
Jamie van den Berg, Casper Colenbrander (11:03), Kseniia Golub, David Nelck (11:03-12:48), Omar Seleim (11:05), Sujet Hashemi Shams (11:05), Ivanna Slipets (11:01-12:55), Malou Sprinkhuizen (absent 11:58-13:10)  
Blink Ujjin (11:10-12:52), Roeland Voorbergen;

**Absent**  
Sofie ten Brink, Alex Gritsay, Michele Murgia, Liesanne van Veen;

**Guest(s)**  
Moataz Rageb *Central student assessor* (11:03);  
Tamara van den Berg *Ambtelijk secretaris*;

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**Concept agenda**

1. Opening
2. Mail
3. Adapting the concept minutes
4. Checking the action list
5. Announcements
6. Updates DB & taskforces, delegates, central student assessor
7. Setting the agenda
8. [GV] Draaiboek Opleidingsaanbod
9. *Klachtencommissie*
10. CSR goals: Education & Accessibility
11. WHW-meeting
12. Diversity: plan of action
13. Feedback application
14. International Youth Forum
15. CSR: internal budget
16. University Quarter
17. Teacher Professionalization
18. Learning Analytics
19. Educational Facilities
20. GALOP
21. W.v.t.t.k. / Any other business
22. Input request from the FSR's
23. To the media
24. Questions
25. Closing

**1. Opening**

*Roeland opens the meeting at 11.00h and welcomes the participants.*
2. Mail
The council discusses the in- and outgoing mail.

3. Adapting the concept minutes
The minutes of PV181017 and PV181024 and PV181107 are not adopted as there is no quorum.

   -- Ivanna Slipets enters the meeting. --

4. Checking the action list
The action list gets updated.

   -- Casper Colenbrander, David Nelck & Moataz Rageb enter the meeting. --

The CSR goes over the pro memorie list.

   -- Omar Seleim & Sujet Hashemi Shams enter the meeting. --

5. Announcements
   • Malou will attend the lunch that is organized for the Institutional Audit. Alex is also attending the event.

6. Updates DB & taskforces, delegates, central student assessor
The written updates are discussed briefly.

   -- Blink Ujjin enters the meeting. --

7. Setting the agenda
The agenda is set with changes.

   Taken off: GALOP

   Added: Numerus Fixus Psychology (W.V.T.T.K.)

8. [GV] Draaiboek Opleidingsaanbod
The CSR decides about their delegation in the working group Draaiboek Opleidingsaanbod.

   The CSR decides to delegate Casper Colenbrander and Sujet Hashemi Shams to the GV-working group Draaiboek Opleidingsaanbod. (decision) The Draaiboek Opleidingsaanbod will be discussed in O&O to gather input. (action)

9. Klachtencommissie
The CSR decides about the application text and procedure for the complaints committee.
Malou asks why the documents are not translated into English as non-Dutch speaking students also need to look up their rights. Jamie will ask the complaints committee about this. (action)

   Additions/changes to the proposed text for the job application:
   • The Candidate should have proficiency in Dutch and English
   • The candidate needs to be studying at the University of Amsterdam
Voting proposal: The CSR decides to send the application text for the student positions in the complaints committee as discussed in PV181031 and PV181107 for approval and publication by the complaints committee.

In favour 12
Against 0
Blanco 0
Abstain 1

The voting proposal is adopted.

The CSR-members that want to take place in the selection committee can apply. Jamie volunteers for the position. The council thinks Alex might be interested, and Blink indicates to be interested if Alex does not want the position.

Malou asks when the regulations of the complaints committee will be revised. The complaints regulations were revised last year. O&F discusses the option of updating the regulations of the complaints committee. (action)

10. CSR goals: Education & Accessibility
The CSR discusses setting their vision on education and accessibility.

Sustainable admission policies Malou says that it might be wise to stop promoting abroad, but she is not in favour of applying selection everywhere. Jamie says that it is important to slow down the growth of the university, but that in terms of educational buildings, the UvA is expanding to host the increasing number of students. Blink and Malou say that it should be considered per program whether the increase in student population causes problems. Roeland is in favour of investigating the growth of the university. Sujet agrees but says that measures need to be taken to help the university shrink as well, for example, because of the shortage of student housing.

Numerus fixus on English tracks David is in favour as the number of Dutch students didn’t increase while there are approximate 300% more international students. Jamie indicates that the chart included in the meeting pieces inflated the Dutch student numbers. Sujet is very much in favour of installing a numerus fixus for English tracks. Sujet says that programs are only allowed to change the lingua franca to English to benefit the quality of education, which cannot be checked properly. Blink does not want to set a central policy to install a numerus fixus on English tracks. Jamie says that it would still be important to create the possibility. David suggests looking at programs that have a rapid increase.

Central policy Roeland asks what can be done at central level with regard to selection policy, accessibility and growth and whether the CSR wants to be involved with this. Sujet says that despite the program specific problems, the CSR should form an opinion about the growth of the UvA. Jamie says that the CSR should consider the policy at the central level because of the right of consent they have on the implementation of a numerus fixus. Blink says that the decision should be made at the decentral level. Roeland agrees that it is not a central decision, although the option could be centrally promoted. Roeland suggests writing a statement to address the policy (proposal) of OCW’s and the growth and accessibility of the university. Malou agrees. Sujet says that the CSR needs to get insight in the program specific issues before sending out a recommendation.

Selection in itself – Roeland suggest considering selection and its practical composition. Jamie is in favour of setting broader selection criteria, taking more different aspects and qualities of prospective students into account. The council is slightly in favour of the CSR recommending selection criteria options to the FSR’s. Blink says FSR’s can be informed, but not recommended specific policy.

Affirmative action Sujet is not in favour of this notion, while also indicating that it is linked to diversity. Jamie finds the term too broad, and indicates to be opposed to quota but in favour of visiting
schools. The council agrees that the term is too broad. Roeland suggests mentioning to FSR’s that they should consider diversity when applying selection criteria, but Blink says this is too vague and will not accomplish anything. David wants to recommend the FSR’s not to use quota. Malou and Roeland say that the CSR should only make broad suggestions but not advice the FSR’s on a specific policy. Jamie is in favour of recommending to provide homework assistance.

O&O discusses the input from the PV on Education and Accessibility and drafts a concept statement or vision. (action)

-- Malou Sprinkhuizen leaves the meeting. --

11. WHW-meeting
The CSR prepares for the WHW-meeting CSR-BvT on November 8th.

Sustainability – Update about the recent conversation and future plans;

Diversity – Involving FSR’s/ FDO, contact with DO;

Education & accessibility – Buildings, smoking, concern growth university;

Social safety – Update about CSR’s plans and main concerns, quick scan/monitoring;

Student engagement – Elections (turnout and organization), plans of CSR, evaluation forms/feedback system, protest groups, translation of documents;

Quality agreements – Points of concern, process, division of funds, working groups progress and plans;

12. Diversity: plan of action
The CSR discusses the plan of action from the CDO Team.

General – On November 8th, there will be a presentation by the CDO-team. Moataz says that someone was appointed in the CDO-team to work out the draft plan of action and set more concrete plans. Jamie asks Sujet to elaborate on the terms listed in the plan of action (i.e. academic diversity program, decolonization, tracking the diversity of staff). Moataz suggests asking the CDO-team to elaborate on this.

Appointing procedure – David questions whether the university is up-to-date enough to hold elections for the Diversity Officers, and suggests to compose an appointment committee instead. Jamie is against organizing elections, but Blink is in favour of electing. Jamie prefers the deans to propose a candidate to which the OR/FSR should give consent. Casper prefers to compose a selection committee from staff and medezeggenschap. Sujet is against the dean composing the selection committee. The council is positive about the idea to compose a selection committee with the involvement of the medezeggenschap. David does not want to appoint people from outside the UvA as a Diversity Officer, as he states that implementing a new diversity policy should be imitated internally. Sujet adds that this helps to have an understanding of the culture within the university. Jamie says that candidates from outside the UvA might be more objective, despite being more prone to resistance from within the university. Jamie adds that appointing external candidates would be more costly. Moataz asks the CSR why they see this appointment as different from hiring policy staff that is done based on experience and qualification. The council is slightly in favour of appointing an external candidate.

Points to include in the CSR’s response to the plan of action:

• Indicating problems with the communication of the CDO
• Attendance/ planning of the monthly meeting of DO’s
• Asking for a clarification of notions/terms
• Asking for a clarification of the financial and organizational plans
• Stressing the importance of strengthening the position of DO’s and the FTE they are compensated
• Asking for a clarification of ‘Integrating Diversity into HR’
• Asking for a clarification of the accessibility of buildings
• Suggesting an option of hiring DO’s from outside of the university

All council members who want to see notions/terms clarified, forward these to Sujet. (action) Sujet and Malou write a concept letter about the draft plan of action from the CDO-team. (action)

13. Feedback application
The CSR discusses including a feedback system for students in the general UvA application.
Feedback to the CSR – Blink asks how the feedback or complaints would be divided between the student service desk and the CSR since the feedback might overlap. Omar doesn’t see this as a problem. The CSR would be presented on the app with a picture and explanation of their way of working. Students then will be helped to choose between submitting their feedback to the CSR or elsewhere. Blink worries that the difference between all parties will not be clear for students, as is currently the case. This might lead to sending the feedback back and forth. Omar wants the CSR to be a mediator that helps to direct students.

-- Blink Ujjin leaves the meeting. --

Roeland is in favour of creating a feedback button in the app given that it is clearly explained what the CSR can actually do. Roeland suggests not asking students to submit complaints, but ideas instead, since complaints refer to specific situations that the CSR probably cannot solve.
CSR/FSR/OC – Jamie and Sofie ask how FSR’s and OC’s will be involved. Omar says that FSR’s can be included in the application as well. As students need to log in to use the UvA-application, only the relevant FSR will be listed. Roeland says that the difference between FSR and CSR should be clarified for students to direct their feedback. Omar suggests to start the feedback system by only including the CSR, but Ivanna says it would be better to include all options at once. The delegates ask whether their FSR would be in favour of a feedback app and whether the FSR’s should be included. (action)

-- Ivanna Slipets leaves the meeting. --

Tamara asks for practical clarifications about the address that the feedback is sent to and who will be responsible for that mailbox. Kseniia and Jamie suggest creating a new mail address that will be managed by PR.
Suggestion board – Jamie is not in favour of adding a suggestion board as the UvA-application is not used that often and mostly links students to relevant websites. Kseniia agrees and suggests to asks for user statistics first. Omar suggests creating a separate feedback app. The council says this would be costly and less secure than the existing UvA-application.

-- Malou Sprinkhuizen enters the meeting. --

14. International Youth Forum
The CSR presentation from the CSR’s delegation about their trip to the International Youth Forum in Minsk is canceled because Alex, Blink, and David are not present.
15. **CSR: internal budget**

*The CSR gets updated by the treasurer about the CSR’s internal budget.*

Malou suggests purchasing (sustainable) council clothing. PR will look into this as well as the purchasing of CSR-mugs, and other ways to make use of the PR budget. (action)

PR, O&O, and O&F consider which documents/ texts need translation. (action)

16. **University Quarter**

*The CSR gets updated about the option of moving the CSR’s office to the University Quarter.*

Jamie disagrees with moving to the University Quarter. Sujet stresses the benefit of being located at REC, as the campus is central and hosts different meetings. Moataz asks whether/which study organization will move to the University Quarter. Roeland is looking into this.

17. **Teacher Professionalization**

*The CSR gets updated about the progress of the working group Teacher Professionalization.*

Roeland is in favour of using a pioneer system to check which teachers are good at teaching and could help setting up intervention or feedback. Sofie indicated that student assistants should be included as well. Moreover, English courses could be provided as well. Roeland suggests focusing more on the didactic qualities than language proficiency, but Jamie disagrees as the proficiency in English is needed for most programs.

18. **Learning Analytics**

*The CSR gets updated about the progress of the working group Learning Analytics.*

Jamie states to have privacy concerns because of the information that needs to be provided for the online tests. Jamie also finds the ‘pathway’ which students are presented based on their results to be guiding and focussing too much on fulfilling their ‘full potential’. Initially, Jamie is not in favour of the plans and neither is Roeland. O&O further discuss the pros and cons. (action)

19. **Educational Facilities**

*The CSR gets updated about the UvA’s educational facilities.*

Casper states that the FSR-FMG was displeased with the amount of personal information that needed to be filled in. Jamie apologizes and says this was not intended. Roeland in favour of using a survey to get insight into the different demands.

21. **W.v.t.t.k. / Any other business**

- **Numerus fixus Psychology** – The bachelor’s program Psychology is of the intention to raise the number of students for the *numerus fixus* from 600 to 650. This change would need to be installed before December 1st. Roeland suggests contacting FSR’s and OC’s about this. Casper indicates that the FSR-FMG and OC were already informed about the plans and will probably agree. O&O discusses the informal request. (action)

22. **Input request from the FSR’s**

- Casper informs the council about the problems that student faced, after graduating from the beta-gamma bachelor’s program, with the English language and examination of the master’s program. Jamie says this is integral to the setup of the program. Sujet asks whether the master’s program had recently changed to English, leaving the student without an alternative. Malou will investigate this. (action)
23. To the media

- CDO-team Diversity meeting
- WHW-meeting RvT-CSR
- Complaints committee application, after being published on the UvA-website.

24. Questions

- Roeland asks why the overview of DO’s indicates that the FDO-FGw is compensated 0,1FTE. Sujet listed the actual working time spent by FDO’s - not their actual payment. Roeland suggests including this as well. Roeland asks Sujet to forward the overview of Esther de Boer (ASVA).
- Malou invites the council for the fundraiser that is organized on Friday, November 9th in the Vonkelbunker to help the students of the PC Hooft huis occupation cover their legal fees.
- Omar states that no vegan snacks will be provided during the KeBo and asks the council their preferred alternative. Roeland tells PR to take the lead in this.
- Omar asks the delegates to help to schedule a meeting with the FSR’s. Malou suggests sending an e-mail to the faculties. Roeland asks Omar to present the plan for the medezeggenschap event.
- Omar suggests taking up the evaluation of the Health Week in O&O. (action)
- Tamara asks the council to register for the individual coaching sessions by today. If the members do not register, they will be randomly distributed over the groups.
- Tamara asks the delegates whether the FSR’s are organizing the extra training that is offered from the CSR budget. The delegates check this with their FSR. (action)

25. Closing

Roeland closes the meeting at 13.50h.

Decisions

D181107-01 The CSR decides to delegate Casper Colenbrander and Sujet Hashemi Shams to the GV-working group Draaiboek Opleidingsaanbod.
D181107-02 The CSR decides to send the application text for the student positions in the complaints committee as discussed in PV181031 and PV181107 for approval and publication by the complaints committee.

Action list

181107-01 O&O discusses the Draaiboek Opleidingsaanbod to gather input for the GV working group.
181107-02 O&O discusses the option of updating the regulations of the complaints committee.
181107-03 Council members inform Sujet which terms from the CDO draft plan of action need clarification.
181107-04 Sujet and Malou write a concept letter about the draft plan of action from the CDO-team.
181107-05 The delegates ask their FSR’s whether they are in favour of a Feedback system in the UvA-application, with a button for reaching out to the student councils.
181107-06 PR makes a proposal for purchasing council clothing, CSR-mugs and other ways of using the PR-budget.
181107-07 PR considers, with help of the council, which documents, text or parts of the website need translation through the CSR-budget.
181107-08 O&O discusses the pros and cons of Learning Analytics.
181107-09 O&O discusses the informal request to increase the numerus fixus of Psychology.
181107-10 Malou checks when the master’s program of Psychology became English and which master’s programs have recently changed their lingua franca to English.
O&O discusses the evaluation of the UvA Health Week.
The delegates check whether their FSR’s are organizing the training that was offered to them from the CSR budget.
Roeland asks Rens Bod for an update about W0inActie and asks whether the CSR can contribute in asking the CvB to support the protest.
Roeland contacts the VU to see what collaboration is possible with regard to W0inActie.
PR promotes the protest of W0inActie as soon as the final program and setup are known.
All committees prepare their input for the WHW-meeting in relation to the CSR’s goals, student engagement, the role/facilitation/constituency of the medezeggenschap, and the quality agreements.
Jamie and Tamara update the CSR Housing Regulations based on the decisions from PV181031.
Omar confirms the booking of the Schreierstoren and asks whether vegan snacks can be served.
PR proposes how to divide the KeBo-budget over drinks and snacks.
Omar checks whether the international promotion of faculties and programs has been fully stopped.
O&F discusses solutions to the shortage of student housing.
O&F discusses the problems of the decentral budget of the AUC and the spending of the funds from the Quality Agreements.
Alex sends the letter about the CSR’s funding of travel expenses to Minsk for an editorial round and finalizes the letter afterward.
Tamara will ask Naomi Appelman to be the technical chair of the OV’s during 2018- the first half of 2019.
Blink organizes a plenary evaluation session.
Alex contacts ISO and LOF for more (legal) information about selective education.
PR promotes the UvA’s involvement in choosing the 1001 woman in the 20th-century book, and the exhibition in the Allard Pierson Museum.
Alex gathers information about the position and functioning of the FDO at the FdR.
O&O discusses the action plan of the Diversity Officer.
O&F works out the evaluation criteria for the Profiling Fund.
O&O completes the members as overview of the current status of faculty diversity officers, the FTE and the involvement of FSR’s in the procedure.

Pro memorie
The DB is strict about nazendingen and being present in time.
A double check on the spelling and grammar should be done for all communication.
Committee chairs have the final responsibility in this.
The committee chairs notify the PR-taskforce after their meetings which files, that the CSR is working on, should be raised in the media.
All DB-members send their updates before Sunday 20.00h and write their updates linked to all specific files of the committees. Delegates send their updates before Wednesday 09.00h.
Alex, Roeland, and Sujet take good care of the plants.
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 the P-drive. Council members archive all their documents in the P-drive.
The committee chairs oversee the diverse division of speakers for the OV.
The DB oversees a proper balance between small and large files in the PV.
The delegates check whether the agendas, minutes and letters of the FSR’s are being published online.
Council members try to take care of expressing their opinions and give arguments for their standpoints.
Blink organizes individual coffee moments with all council members to discuss the council work and input on the evaluation weeks.