

**Attendees:** Damgrave (chairman), van de Belt, Entrop, Hofman, de Lange, Materman, van Tilburg, Swierseman.

(minutes secretary)

**Absent:** Brouwer, Dierkes.

**1, 2 Opening, approval of the agenda & selection minutes secretary**

Agenda:

1. Opening
2. Approval of the agenda & minutes secretary
3. Correspondence
4. Announcements
5. Approval minutes internal meeting
6. Approval minutes external meeting
7. Strategy UT
8. Education
9. Research
10. Any other business
11. External communication
12. Question round
13. Closure

Minutes secretary of the day...

**3. Correspondence**

\* We got letters from the OLC of CiT and WB. These are on the agenda.

**4. Announcements**

\* Rianne can't be at the meeting with the dean.

Maarten: If you change the FR site to English the site changes very strange.

**5. Approval minutes internal meeting**

The attendees list isn't correct of the last minutes.

Nr	Subject	Date	Who	Progress
2014-228-02	Training possibilities FC members	18-11-2014	Damgrave	Done
2015-236-03	Invite Astrid de Graaf to talk about improving internal communication.	17-03-2015	Damgrave	Pending
2015-239-01	Email Tyrone Klaver about the fire alarm, new door system and questions about the elevators	12-05-2014	Daggenvoorde	Done
2015-241-01	Arrange meeting with HR	02-06-2015	Damgrave	Done
2015-243-01	Make list for minutes secretary	01-09-2015	De Lange	Done
2015-244-01	External communication	15-09-2015	Materman	Done

**6. Approval minutes external meeting**

The people who weren't there found it a bit strange that there was not enough budget but that it was normal.

There are also a few grammatical mistakes like mater instead of master.

**7. Strategy UT**

Meeting with the URaad 07-10-2015:

35 It's better to communicate sooner with the UR about the financials. This was concluded after the meeting with the UR. We also want that the UR and the FR can vote about the financial plan and not just give advice.

40 Every study at CTW has to have 15 EC in reflection education. They didn't do this according to the rules so have to change it and every study has to make a plan/document about how they will complete this task. The problem is that a study only has 120 EC they can fill in for themselves in the bachelor and 60 they can't change (minor, bachelor assignment and the reflection education).

Effectory Survey:

45 The survey didn't get enough responses but it was "anonymous" but they could still see what group filled it in and what group didn't. Roy got a few complains about colleagues so he is going to ask it to the Dean in the next meeting.

## 8. Education

We got two letters, one from the OLC of CIT and one from the OLC of WB.

50 They both agreed to change to English but they didn't had the feeling that they could choose if the study was going to English but more how they would go to English.

In the UR was agreed that all study can go to English if the study/OLC agrees to go to English. In the FR is the feeling that this wasn't communicated well and the OLC/study didn't have a choice.

55 The BSc-IO also has a letter from the OLC where they give a positive advice to the OLD about changing the bachelor to English.

Anne and Roy will make a letter and send around to the OLD's and the OLC's informing then about our concerns.

60 The FR will be more active with OLC's so there will be a better communication between them. Also Roy will take a more active look to the decisions of the UR that concern us.

We'll also ask Thonie about the link Bram send us.

## 65 9. Research

Nothing to discuss

## 10. AOB (any other business)

We can get a training with Frank for how to FR.

70 Project about the Horst.  
There are a few good ideas but there is no money available. They are still working on the plans.

## 11. External Communication.

Meeting with Astrid de Graaf  
We are still looking.

## 75 11. Question round

No more questions.

## 12. Closure

at ...