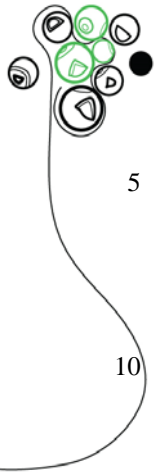


Attendees: van de Belt, Bos, Brouwer, Daggenvoorde, Damgrave(chairman), Dierkes, Entrop, de Lange, Overmars & Rezek (minutes secretary)
Absent: damgrave, Dierkes, Brouwer, Bos

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

Agenda:

1. Opening
2. Adoption of the agenda & minutes secretary
3. Correspondence
4. Announcements
5. Approval minutes internal meeting
- Blackboard
6. Approval minutes external meeting
- FR-CTW102.doc
7. Strategy UT
8. Education
9. Research
10. Any other business (AOB)
11. External communication
12. Question round
13. Closure



Minutes secretary of the day Maarten

3. Correspondence

none

4. Announcements

None

5. Approval minutes internal meeting

Pag.1: line: "it may be necessary to create a one day program" add "before 1 september".

The part starting from "-Retrechments" needs to be formulated in a more decent way

6. Approval minutes external meeting

Entrop: Why aren't the external minutes in English. Question for Wendy.

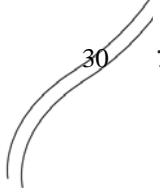
Line 43-45 should be an action point

7. Strategy

Van de Belt: Will sent the final version of internationalization document discussed in previous meetings

8. Education

The "vooraanmeldingscijfers" are definitive and CTW goes down a few percentage, but unfortunately Civil Engineering has a 22% drop compared to last year.



35 9. Research

Dannis is granted a vidi-grant.

10. AOB (any other business)

The new key system: The FR questions the necessity of the automatically closure of the doors and the safety issues that comes with them.

40

Change to English language : Is there enough support within the staff/teachers? The FR shall ask around and Van der Belt should send us copy of the minutes of a workshop about the changes to come, if there are any minutes yet.

45

Question for de Wulf: Is there a plan ready for the implementation of this change of language and if not when will it be ready?

11. External communication

none

50 11. Question round

none

12. Closure

at 13:40

55 **Action items (nr. 1-5 taken from the 239th FR internal meeting):**

Nr	Subject	Date	Who	Progress
2014-228-02	Training possibilities FC members	18-11-2014	Damgrave	In progress
2014-230-01	Contacting Maria to ask if the chairs are aware of the coffee corner question	16-12-2014	Damgrave	In progress
2015-236-01	Send an email to De Wulf regarding the "internationaliseringsdocument"	17-03-2015	Damgrave	Done/not necessary anymore
2015-236-03	Invite Astrid de Graaf to talk about improving internal communication.	17-03-2015	Damgrave	Pending
2015-238-01	Share 'platform onderwijs ondersteuning'	21-04-2015	Entrop	Pending
2015-239-01	Email Tyrone Klaver about the fire alarm, new door system and questions about the elevators	12-05-2014	Daggenvoorde	Pending
2015-240-01	Send minutes of Workshop about the change to English languages	19-5-2015	van der Belt	
2015-240-02	Send final version of the internationalization document	19-5-2015	van der Belt	