

**Attendees:** Damgrave (chairman), Römer, Horstman, , Ten Bloemendal, Daggenvoorde. Versteijlen. Sanchez (minutes secretary)

**Absent:** Visser

## 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. Security
8. Reorganisation
9. Education
10. Research
11. Any other business (AOB)
12. Question round
13. Closure

## 3. Correspondence

None

## 4. Announcements

None

## 5. Approval minutes internal meeting

Clarify that reserves of CTW are not necessary low, but rather inaccessible.

Feedback from the Grolsh Veste. Low assistance for people outside the first year students.. It was not convenient to it at the same time as exams. General feeling is that there is little added value of making the event on that location.

Following the discussion of previous week in Security: The implementation of the change of locks is too high to be justified only by sense of security. General Storage drives (P Drive) are also not backup only on a two weekly basis.

## 6. Approval minutes external meeting

Dorien request more information on the autumn party. Situation with closing part of the meetings.

Discussion on the Jaarplan regarding groups with bad results on research.

How is possible to monitor that students miss only 20% of the courses. Maybe this is an incorrect typing.

It is unclear the sentence about enrollment for courses and exams. What are the actual consequences of registering for courses.

## 7. TOM

**Evaluation of TOM first module.** Not final results on the results yet. Based on the repair assessment, student results are not so satisfactory. More information will be known at the end of the week. Information could be requested to the Education Team.

**Blackboard:** From the lecturers perspective, the use of Blackboard for TOM has not been smooth. This because it is hard to coordinate the information from all the participating lectures. By being administrated by using only one mode at

40 Blackboard, the information is not easy to organize. From students perspective, they have problems to find the courses. Further evaluation can be done after evaluation of module 2.

**8. Security**

Nothing new

**9. Education**

45 Visitation went very good.

Romer: Institutional Accreditation visit also went satisfactory. Concerns about implementation of TOM. The quality of Verification is not standard at all levels. Recommendations of turning informal organizations, (committees not acknowledge by the legal perspective) into more formal organizations.

**10. Research**

50 Nothing new

**11. AOB (any other business)**

55 Damgrave: Some remarks about the mailbox of employees. Are there new regulations for limiting the mailbox size. Archiving and putting the information on the Share Drives. Why is not possible to use larger mailbox and only up to 2GB. Students can use up to 25GB since they mail based is gmail based. This is a question for Michel Janssen.

Damgrave: Transfer of ITC from city to the campus, and in particular to the Horst building. Also point to ask to Michel.

60 No more news about BHV.

65 Some complain for ICTS is subjected to Dell options. However these have important limitations for CAD/CAM packages. It is not understood why there are so limited options for student computers, and also why the options are different for students and employees. On Damgrave experience, the procedures for purchasing that involved ICTS are tedious and inefficient.

70 Rooms will be closed during lunch times. Once reason is that the rooms are messy. But there are some campaigns from the student associations for students to clean after. However (Belt) points out that there is no official lunch hour. It is not understood on the need for this measure. FB wants to make student associations responsible for many facilities (toilets). Also the implementation of those measures would require extra personal to close the rooms.

**11. Question round**

No Questions

**12. Closure**

75 At 13:40

**Action items (nr. 1-5 taken from the 191<sup>th</sup> FR internal meeting):**

Nr	Subject	Date	Who	Progress
1314-2	Take camera when all members are present	10-09-2013	Horstman	
1314-6	Send document about 'I-kolom'	01-10-2013	Van de Belt	done
1314-8	Write a draft letter to Michel	22-10-2013	Damgrave	

	about possible security solutions			
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