



**Participation compensation  
scheme University of Twente**



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In this participation compensation scheme, it has been indicated which reimbursements the members and/or the units involved will receive for the time and effort they put into the participation. Following on this scheme, an explanation has been included as well as the overview of reimbursements for participation bodies.

## **SECTION 1 GENERAL**

### **Article 1 Terms and definitions**

The following terms and definitions apply to these regulations:

- a. *Executive Board*: Executive Board of the University of Twente
- b. *Compensation unit or organisational component of the unit (organisational unit)*: reimbursement for a unit or organisational component within a unit for employees serving on a participation council as intended in these regulations.
- c. *Service Council*: the participation body as intended in Article 9.50 of the Higher Education and Scientific Research Act
- d. *Faculty Council*: the participation body as intended in Article 9.37 of the Higher Education and Scientific Research Act
- e. *Bonus*: a reimbursement for employees as intended in Article 3.19 of the Higher Education and Research Act
- f. *Programme Committee*: the participation body as intended in Article 9.18 of the Higher Education and Scientific Research Act
- g. *Employee*: a person in the employment of the university, as intended in Article 1 paragraph 1 of the collective labour agreement for Dutch universities
- h. *Student*: the person registered as a student at the university
- i. *University*: University of Twente (UT)
- j. *University Council*: the participation body as intended in Article 9.31 of the Higher Education and Scientific Research Act
- k. *Attendance fee*: Reimbursements that student members of participation bodies receive per year in office
- l. *WHW*: : Higher Education and Scientific Research Act
- m. *Year in office*: the period from 1 September of a calendar year until 1 September of the following calendar year

## **SECTION 2 UNIVERSITY COUNCIL**

### **Article 2 Reimbursements**

1. Students who serve on the University Council receive an attendance fee per year in office.
2. Employees who serve on the University Council receive a bonus per year in office.
3. The reimbursements stated in paragraphs 1 and 2 will be charged to the central budget for this purpose. The reimbursements have been included in the overview of reimbursements for

participation bodies.

### **Article 3 Additional reimbursement**

1. The student who serves as chair on the University Council will receive an additional attendance fee.
2. Students who hold a special position as a member of the University Council, but do not serve as Chair of the University Council, will receive an additional attendance fee per year in office.
3. The employee who serves as chair of University Council will receive an additional bonus per year in office.
4. Under special positions as intended in paragraph 2, chair of a party and chair of a committee are also included.
5. The reimbursements stated in paragraphs 1 through 3 will be charged to the central budget available for this purpose. The reimbursements have been included in the overview of reimbursements for participation bodies.

### **Article 4 Compensation units**

1. For employees serving on the University Council, the unit that employs them will receive compensation at 18% of the personnel costs based on full-time employment.
2. For employees who hold a special position as a member of the University Council, the unit that employs them will receive an additional compensation .
3. In addition to chair of the University Council, chair of a party or of a committee are also included in paragraph 2.
4. For awarding additional compensation to units, a total of 0.65 fte is available. At the start of each year in office, the University Council will decide about the distribution of the available compensation across the special positions.
5. The compensation stated in paragraphs 1 and 2 will be charged to the central budget available for this purpose. The compensations have been included in the overview of reimbursement units for University Council members.
6. The central budget is managed by the University Council's registrar.

## **SECTION 3 FACULTY COUNCILS**

### **Article 5 Reimbursement Faculty Council member**

1. Students who serve on a Faculty Council receive an attendance fee per year in office.
2. Students who serve as chair of a Faculty Council will receive an additional attendance fee per year in office.
3. Employees who serve on a Faculty Council will receive a bonus per year in office.
4. The reimbursements mentioned in paragraphs 1 through 3 will be paid by the faculty for which the Faculty Council was established. The reimbursements have been included in the overview of reimbursements for participation bodies.

### **Article 6 Compensation per organisational unit of the faculty**

1. For employees serving on the Faculty Council, the organisational unit of the faculty that employs them will receive compensation at 10% of the personnel costs based on full-time employment.
2. For employees serving on the Executive Board (chair or secretary), the organisational unit of the faculty that employs them will receive compensation at 5% of the personnel costs based on full-time employment.
3. The compensation stated in paragraphs 1 and 2 will be charged to the faculty.

## **SECTION 4 PROGRAMME COMMITTEES**

### ***Article 7 Reimbursement***

1. Students who serve on a Programme Committee receive an attendance fee per year in office.
2. Students who serve as chair of a Programme Committee will receive an attendance fee in addition to the amount specified in paragraph 1.
3. Employees who are members of a Programme Committee will receive a bonus per year in office.
4. The reimbursements mentioned in paragraphs 1 to 3 will be charged to the faculty under which the Programme Committee falls. The reimbursements have been included in the overview of reimbursements for participation bodies.

### ***Article 8 Capacity of employees on Programme Committees***

1. The faculty factors the employee efforts on a Programme Committee into the budget as teaching capacity in the organisational unit of the faculty. The starting point is at least the number of meetings per year at 2 hours plus 2 hours of preparation and handling time per meeting, per employee.
2. Twice this amount is budgeted for the Programme Committee member who serves as chair.

## **SECTION 5 SERVICE COUNCILS**

### ***Article 9 Reimbursement***

1. Students serving on a Service Council will receive a bonus per year in office.
2. The reimbursements stated in paragraph 1 will be charged to the relevant faculty. The reimbursements have been included in the overview of reimbursements for participation bodies.

### ***Article 10 Capacity of employees on the Service Council***

The director of the service department factors the employee efforts on the Service Council into the budget for the service department's organisational unit. The starting point is 5% of a full-time position per employee serving on the Service Council.

## **SECTION 6 FINAL PROVISIONS**

### ***Article 11 Final provisions***

1. If the employee or student is only a member of a participation body during part of the year in office or only holds a special position for part of the year in office, the reimbursement will be paid in proportion to the number of months served.
2. In exceptional cases, the Executive Board may decide to deviate from this provision.
3. In cases which have not been foreseen by these regulations, the Executive Board is empowered to make decisions.
4. Indexation of the reimbursements mentioned in these regulations will take place annually based on the Collective Labour Agreement for Dutch universities and these will be modified in the overview of reimbursements for participation bodies.
5. These regulations shall enter into force on 1 January 2021 and were adopted by the Executive Board on 5 juli 2021.

# Explanatory notes to the University of Twente Participation Compensation Scheme

## Section 1 General

Professors occupying an endowed chair and persons employed by the Dutch Research Council or a comparable organisation appointed by the Executive Board, have the right to stand for election to the employee section of these participation bodies. Due to the fact that there is no employment contract with the university in this case, further agreements are necessary per individual case.

## Section 2 University Council

### Article 2

- Paragraph 1: The attendance fee for student members of the University Council is fully taxed. The amount is paid gross. The recipient is required to report this income to the tax authorities/student grant organisation.
- Paragraph 2: This bonus for employees is based on Article 3.19 of the Collective Labour Agreement for Dutch Universities. The amount is fully taxed and will be paid after payment of the payroll taxed owed.

### Article 3

- Paragraphs 1 and 2: The additional attendance fee for student members of the University Council is fully taxed. The amounts are paid gross. The recipient is required to report this income to the tax authorities/student grant organisation.  
A non-EU student with scholarship may be confronted with a tax assessment on his/her scholarship. This depends on the grant itself (for some grants the UT has specific agreements with the tax authorities), the payment method (directly to the student, or via the UT as a registrar). For more information, please contact the payroll coordinator at [salaris-hr@utwente.nl](mailto:salaris-hr@utwente.nl).
- Paragraph 3: The additional bonus for the chair of the University Council is based on Article 3.19 of the Collective Labour Agreement for Dutch Universities. The amount is fully taxed and will be paid after payment of the payroll taxed owed.  
The additional reimbursement is calculated based on the gross salary scale of the employee in question, in addition to social security contributions.

### Article 4

- Paragraphs 1 and 2: The (additional) compensation is calculated based on the gross salary scale of the employee in question, in addition to social security contributions.
- Compensation for the unit of 18% of the personnel costs in the case of full-time employment means that, based on a full-time employment contract of 1600 available hours per year, the unit will be compensated for 288 hours for a University Council member.
- Paragraph 4: In the event that the employee holds a special position as determined by the University Council then the unit will receive additional compensation. The University Council has 0.65 fte available for the classification of special positions. The registrar notifies the Finance service department about the distribution of the compensation across the special positions. The Finance service department then notifies the units of this decision.

## Section 3 Faculty Councils

### Article 5

- Paragraphs 1 and 2: The attendance fee for student members of a Faculty Council is fully taxed. The amounts are paid gross. The recipient is required to report this income to the tax authorities/student grant organisation.  
A non-EU student with scholarship may be confronted with a tax assessment on his/her scholarship. This depends on the grant itself (for some grants the UT has specific agreements with the tax authorities), the payment method (directly to the student, or via the

UT as a registrar). For more information, please contact the payroll coordinator at [salaris-hr@utwente.nl](mailto:salaris-hr@utwente.nl).

- Paragraph 3: This bonus for employees is based on Article 3.19 of the Collective Labour Agreement for Dutch Universities. The amount is fully taxed and will be paid after payment of the payroll taxed owed.

#### Article 6

- Paragraphs 1 and 2: The (additional) compensation to the organisational unit of the faculty is calculated based on the gross salary scale of the employee in question, in addition to social security contributions in case of full-time employment.
- Compensation for the organisational unit of the faculty of 10% of the personnel costs in the case of full-time employment means that, based on a full-time employment contract of 1600 available hours per year, the unit will be compensated for 160 hours for an employee who serves on the Faculty Council and 240 hours per year if the employee is a member of the Executive Board.

### **Section 4 Programme Committees**

#### Article 7

- Paragraphs 1 and 2: The attendance fee for a student member of a Programme Committee is fully taxed. The amounts are paid gross. The recipient is required to report this income to the tax authorities/student grant organisation.  
A non-EU student with scholarship may be confronted with a tax assessment on his/her scholarship. This depends on the grant itself (for some grants the UT has specific agreements with the tax authorities), the payment method (directly to the student, or via the UT as a registrar). For more information, please contact the payroll coordinator at [salaris-hr@utwente.nl](mailto:salaris-hr@utwente.nl).
- Paragraph 3: This bonus for employees is based on Article 3.19 of the Collective Labour Agreement for Dutch Universities. The amount is fully taxed and will be paid after payment of the payroll taxed owed.

#### Article 8

- There may be multiple Programme Committees at faculty level. The use of employees in a Programme Committee is part of the total education capacity.

### **Section 5 Service Councils**

#### Article 9

- Paragraph 2: This bonus for employees is based on Article 3.19 of the Collective Labour Agreement for Dutch Universities. The amount is fully taxed and will be paid after payment of the payroll taxed owed.

#### Article 10

- 5% of the personnel costs in the case of full-time employment means that, based on a full-time employment contract of 1600 available hours per year, 80 hours capacity is budgeted per employee who is a Service Council member .

## Overview of Reimbursements for Participatory Bodies

Overview tabel Reimbursements for participation			
Year in office 2020/2021 per 1 januari 2021			
Role/Function	Attendance fee / Bonus	Per year in office rounded in €	Compensation unit/organisational component (in % gross salary plus social charges surcharge)
<b>University Council</b>			
Student member UC (art. 2 paragraph 1)	attendance fee	5.976 (498/m)	
Studentmember chair UC (art. 3 paragraph 1)	additional attendance fee	11.953 (996/m)	
Student member UC special position (art. 3 paragraph 2)	additional attendance fee	2.988 (249/m)	
Employee member UC (art. 2 paragraph 2 and art. 4 paragraph 1)	bonus	422	compensation 18 %
Employee member chair UC (art. 3 paragraph 3)	additional bonus	422	Additional compensation to be determined annually with a max. of 0,65 fte
Employee member UC designated special function (art.4 paragraph 2 and 4)			
<b>Faculty Council</b>			
Student member FC (art. 5 paragraph 1)	attendance fee	1.195 (100/m)	
Student chair FC (art. 5 paragraph 2)	additional attendance fee	1.195 (100/m)	
Employee member FC (art. 5 paragraph 3 and art. 6 paragraph 1)	bonus	422	compensation 10 %
Employee member Daily Board FC (art. 6 paragraph 2)			additional compensation 5 %
<b>Program Committee</b>			
Student member PC (art. 7 paragraph 1)	attendance fee	797	
Student chair PC (art. 7 paragraph 2)	additional attendance fee	797	
Employee member PC (art. 7 paragraph 3)	bonus	281	
<b>Dienstraad</b>			
Employee member SC (art. 9 paragraph 1 )	bonus	422	