EXECUTIVE BOARD – EB (CvB)

Meeting date Click to enter a date.

AGENDA ITEM: Click here to enter text.

author: Click here to enter text.



confidentiality of documents: Choose an item.

type of discussion: Choose an item.

estimated time of discussion: Click here to enter text. Minutes



 Involved service department(s): Choose an item.

Responsible member Executive Board (EB): Choose an item.



Date discussion author/director with responsible member EB: Click to enter a date.

 1. Text draft Choose an item.

The Executive Board Choose an item.:

Click here to enter text.



Considerations:

Click here to enter text.

 2. SUMMARY OF THE SUBJECT:

Click here to enter text.

 3. ADVICE(S):

|  |  |
| --- | --- |
| Service department: | Choose an item. |
| Content advice:  | Click here to enter text. |

|  |  |
| --- | --- |
| Service department: | Choose an item. |
| Content advice:  | Click here to enter text. |

 4. overview previous phase DECISION MAKING PROCESS:

|  |  |
| --- | --- |
| Name of forum | Choose an item. |
| Date of discussion | Click to enter a date. |
| Agenda item | Click here to enter text. |
| Outcome | Click here to enter text. |

|  |  |
| --- | --- |
| Name of forum | Choose an item. |
| Date of discussion | Click to enter a date. |
| Agenda item | Click here to enter text. |
| Outcome | Click here to enter text. |

 5. PROPOSAL FOLLOW-UP PHASE DECISION MAKING PROCESS:

|  |  |  |
| --- | --- | --- |
|  | Forum | Type of discussion |
| [ ]  | UCM (UCB) | Choose an item. |
| [ ]  | UC-E (UC-OW) | Choose an item. |
| [ ]  | UC-R (UC-OZ) | Choose an item. |
| [ ]  | UC-I | Choose an item. |
| [ ]  | EB-Services (CvB-Diensten) | Choose an item. |
| [ ]  | EB-Deans (CvB-Decanen) | Choose an item. |
| [ ]  | Strategic Board (SB) | Choose an item. |
| [ ]  | University Council | Choose an item. |
| [ ]  | OPUT | Choose an item. |
| [ ]  | Audit Committee Supervisory Board | Choose an item. |
| [ ]  | KOO Committee Supervisory Board | Choose an item. |
| [ ]  | Supervisory Board (RvT) | Choose an item. |
| [ ]  | Executive Board (CvB) | Choose an item. |
| [ ]  | other, being: Click here to enter text. | Choose an item. |

 6. PROPOSAL FOLLOW UP PHASE COMMUNICATIon OF FINAL DECISION:

Proposed communication actions:

(In consultation with Department communication advisor or Spokesperson EB):

|  |  |  |
| --- | --- | --- |
| Action | Action holder / department | Deadline |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |

Standard communication route:

Same week:

Public decisions: explanation on decision to UToday (by Spokesperson EB)

Confidential decisions: mailing to Higher Management UT (by Registrar EB)

In the week after the decision-making:

Public decisions: publication decision on EB-website (by Registrar EB)

 attached document(s):

Click here to enter text.