



GMA 28-04-2020  
All documents

# Agenda General Member Assembly



**Date:** May 28<sup>th</sup>, 2020

**Time:** 14:00

**Location:** Online meeting

1. Opening
2. Setting Agenda
3. Notifications
  - a. OS-board
    - i. OS succession
    - ii. Committee grants and Corona
  - b. OS-committees
  - c. Study Associations
  - d. Student Union
  - e. University Council parties
  - f. Other
4. Minutes
  - a. Minutes GMA 30-04-2020
    - i. Document 20200502
5. To do list

Number	Action point	Deadline
GMA Apr. 01	<b>All associations</b> Discuss sustainability and topics surrounding Corona with your representatives (page 10)	-

6. Dimensie case – Symposia category/classification
7. Activism Grants Model\_2020/21 – *for discussion*
  - a. Document 20200503
8. Activism Grants Category 4\_2020/21 – *for discussion*
  - a. Document 20200504
9. Integration of associations/ boards
10. Corona situation (current) - *discussion*
11. Problems in Q1 2020 – *discussion*
12. Upcoming topics
13. A.O.B.
14. To-do list resumé
15. Closing

## Minutes GMA Organisation of Study associations

Date, time: 30 April 2020, 14:00

Location: Jitsji Meet



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<b>Present</b>	Jana Bergmann (OSb 2020-I)
	Niels Roosenschoon (OSb 2020-I)
	Ramon Oppers (OSb 2020-I)
	Daniela van Meggelen (OSb 2020-I)
	Daan Peters (OSb 2020-I)
	Rik Seelen (OSb 2020-I)
	Ruben Bos (OSb 2020-I)
	Wouter Kobes (Audit Committee)
	Manouk Ramselaar (Student Union)
	Laura Harks (De Ambitieuze Student)
	Ivo Bruijl (UReka)
	Linda ten Klooster (W.S.G. Abacus)
	Jeanine ter Horst (C.T.S.G. Alembic)
	Gerard Groot Obbink (CB C.T.S.G. Alembic)
	Imke Nijenbanning (S.V. Arago)
	Meltem Lampe (CB S.V. Arago)
	Ward Huijskes (S.A. Astatine)
	Joop Arts (S.A. Atlantis)
	Alex de Ranitz (CB S.A. Atlantis)
	Mira Kumar (S.A. Communiqué)
	Lieke van Haastregt (ConcepT)
	Maarten Smit (S.G. Daedalus)
	Layla Islam (Dimensie)
	Kevin Witlox (I.C.T.S.V. Inter-Actief)
	Jelle Maas (CB I.C.T.S.V. Inter-Actief)
	Jonne van Haastregt (W.S.G. Isaac Newton)
	Seija van Lochem (S.V. Paradoks)
	Maartje Huveneers (S.A. Proto)
	Imke Verschuren (CB S.A. Proto)
	Lars Essenstam (E.T.S.V. Scintilla)
	Nienke Pleijzier (Sirius)
	Tessa de Weerd (CB Sirius)
	Alina Ritter (S.V. Stress)
	Jeroen Assink (CB S.V. Stress)
	Yorick Moleman (Municipality of Enschede/RvT Bedrijvendagen)
	Esmay Hammink (Kick-In)
<b>Chair</b>	Jana Bergmann (OSb 2020-I)
<b>Secretary</b>	Niels Roosenschoon (OSb 2020-I)



## 1 Opening

*Jana (OSb) opens this General Members Assembly.*

14:01

## 2 Setting the agenda

*The agenda is adopted without changes.*

### 5 2.1 OS board

- OS succession

Jana (OSb): On the 7th of May we are organising our board interest lunch. You might already have seen the first video. The lunch will be great fun and of course we will try to answer all your questions. Please make sure that your predecessors know about this lunch as well, since we do not want to exclude anybody.

- Full-time board grants

Jana (OSb): I recently send an email around. It dealt with the initial decision of the WAR concerning FOBOS-policy grants. The most important thing it stated, was that you will receive less grants if you follow courses/module this year. However, we sent another email that this this was changed. The new approach is that you can decide for yourself, if you think you still deserve to receive the same amount of grants. This means that the university relies on you being honest, so make sure the UT can trust you on your own view. Be fair and realistic, as it can have consequences for other boards.

- Copyrights and measures

Jana (OSb): There have been a lot of controls/checkups by the ANP. They are identifying parties which make use of their copyrighted materials (pictures, music, etc.) Please check if your associations have uploaded any copyrighted content on your websites/social media.

Niels (OSb): In addition to that, I think it is good to mention that you will get fined! So, please take this seriously.

Jana (OSb): It can be quite a large fine. So, be aware that it will impact your association, in case you get such a fine.

Jeanine (Alembic): Is this about stuff on our site that would be public, or also for stuff that first requires a login in order to be viewed? Since for people that login, you can assume that they are all students.

Jana (OSb): I guess just the public parts of your website, but keep in mind that data breaches/forwarding data can also expose the "hidden" parts of your websites. Please be careful because if any content is traced back anyway you might still have a problem.

- Update Alcohol Policy

Jana (OSb): We are in contact with the university and the associations that are concerned with the changes. We will present an update before the end of the academic year.

- Update study-tour – FOBOS position

- Update financial support of associations

Jana (OSb): Please contact Mohammed from the SU, in case your association is in danger of facing financial issues.

- Update ERO course language

Daan (OSb): Courses will be given in Dutch and English, so you can choose which version to join.

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- Student report needs feedback  
Jana (OSb): Student report is a group of students updating the UT community with current topics, interviews and discussions. They asked us for input/feedback. 45
  1. Quite useful for all associations.
  2. Jana will send a link, give feedback please.
- Reservation Constitution Drinks  
Jana (OSb): The constitution drinks should be coming up but we will have to wait to see in what manner they will be held. Right now, we will just assume that they will take place. Therefore, I would like to ask you to forward a preferred date to our board representative. We will then make sure it is put in the agenda and try to keep overlapping drinks to a minimum. 50
- 2.2 OS committees
- 2.3 Study associations 55  
Kevin (Inter-Actief): As you know, tonight the chairman outing will take place, it will be our first digital drink! We will have some drinks/meet some cb's/play some games. The evening starts at 20:00. I also brought my CB chairman.  
Seija (Paradoks): Kevin, will you sing karaoke? 60  
Kevin (Inter-Actief): I have not yet found a proper way to do that yet. 60  
Jelle Maas (CB Inter-Actief): Hi, I am the candidate chair of Inter-Actief, I do not think I know a lot so far. You can talk to me and other candidate board chairs tonight, that is probably the easiest way to learn more about us.  
Jana (OSb): Awesome, sounds like the perfect reason to join.  
Jeanine (Alembic): I also brought my kandi. I asked him to introduce himself. 65  
Gerard (CB Alembic): \*Did not manage to get his microphone to work but will also be present at the chairman outing\*  
Jeroen (CB Stress): Hi! My name is Jeroen, I am the kandi chair of Stress. Oh happy birthday to Daan btw. I like to be here and see what is going on with the OS. I am looking forward to next year and meeting all of you in real life! 70  
Maartje (Proto): I also brought my cb chair.  
Imke (CB Proto): Hello! I am Imke Verschuren and I am the candidate chairman of Proto. I hope to have a lot of fun with you all for the rest of this year/upcoming year.  
Jana (OSb): Awesome, welcome!  
Imke (Arago): I also brought my kandi. She would like to introduce herself. 75  
Meltem (CB Arago): Hello, I am Meltem and I am the kandi chairman of Arago. I am looking forward to getting to know you a little better tonight and of course in the future in person.  
Joop (Atlantis): I brought my kandi with me as well.  
Alex (CB Atlantis): Hi, my name is Alexander or i go by Alex. I am really excited to get to you all this year and next year! 80  
Jeanine (Alembic): I will introduce my kandi then since he cannot get his microphone to work. His name is Gerard Groot Obbink, he will also be present tonight. Then he has another chance to introduce himself.

## Minutes GMA Organisation of Study associations

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Jana (OSb): Lars noted that we can still sing happy birthday for Daan.

85 \*godawful sound\*

### 2.4 Student Union

Jana (OSb): The SU is making a video to promote activism among students.

Manouk (SU): some boards are having a hard time getting new boards, some associations are also afraid it might prove hard to get new members. Please send us any videos you have which we might be able to use, deadline is close. If we need photos then I will contact Jana.

90 Jana (OSb): ConcepT and Communiqué sent something in. Most other associations did not reply or just have pictures.

Manouk (SU): We prefer videos for now, if we need photos we will let you know.

Jonne(Newton): Is a video consisting of photos also okay?

95 Manouk (SU): We are still looking at what we will. So, if we will use existing material and/or new material. Although, filming new material is of course difficult right now. If I need something, I will contact Jana and she will contact you.

Jonne(Newton): Thanks.

### 2.5 University Council parties

### 100 2.6 Other attendees

Yorick (RvT Bedrijvendagen): I am Yorick and I am in the advisory council of the Bedrijvendagen. This council is looking for new members. Four of the members have to be part of the study associations, mostly former board members. All information is in the email sent previously. If you are interested, please send a short introduction about yourself and a motivation via a reply to the email I sent. Any questions? If not I will go to my second announcement.

110 The second point is related to my part time work in the student policy team of the municipality. We are looking at how corona affects the student life and trying to find solutions for problems we discover. I will stay in the meeting to hear what is being said. If you have any other points you can send an email to the advisory council mail, or ask Jana for more details on how to contact me.

## 3 Minutes

Jana (OSb): I will go through it page by page. Please state a remarks if you have them.

### 3.1 Minutes GMA 27-02-2020 (Document 20200402)

*The minutes of the GMA of 27-02-2020 are approved.*

Decision

### 115 4 To-do list

Number	Action point	Status
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## 5 Activism Grants Model 2020/21 – for discussion

Jana (OSb): You have received several documents. One explains the changes that have been added by us, the OS board, and the other one is the new document. The ABC took a look at the document, but not all have given comments yet. My question for you is: What do you



think? Does it help? Has everyone read the document summarizing the changes by the way? 120  
Otherwise, I will give a summary.

\*Everyone read it.\*

Do you think it is reasonable and would it help you in the future?

Alina (Stress): I really appreciated the document, it was way more informative and clear. I have a question for the ABC. Our study tour for next year will go to a country within Europe 125 because of COVID-19, as we were not comfortable with going to an exotic location. Therefore, we decided to go to Iceland. Is it now still a study tour or is it now treated as a big business tour.

Jana (OSb): It is difficult, I do not want to get pinned down on an answer I give now. So, we will discuss this with the SU and ABC committee first. After we have done this we will come 130 back to you about this.

Lieke (ConcepT): Study tours would move to a different category. Is it already put through that they will move?

Jana (OSb): For now that will be happening in the future. Forgot to announce it, sorry. We have had quite some internal discussions within the OS, the other umbrellas and the SU. For 135 now, it is not realistic as it would have too much impact on EI, which is not nice for umbrellas and other associations. More importantly, we cannot guarantee that associations would continue the same amount of study tour grants. This is because we give them more grants now internally than they would receive when they are moved to cat 2. We will try to make sure that we create a template for upcoming boards, so they can defend the allocated grants and claimed workload. 140

Lieke (ConcepT): Is there a possibility later in the meeting to discuss FOBOS and the situation regarding corona? We, for example, moved our trip to another quartile. This will influence our planning and some activities will be cancelled.

Jana (OSb): Yes, we will come back to that later. Any other questions? Oh and a small side note: We are now discussing a proposal which would go into effect next year. We will ask the 145 new OS board to implement it.

Ward (Astatine): The documents states a maximum number of study tours no more than 2, is that per year or per two years?

Jana (OSb): I believe it is meant for one year but I will check with the committee. This phrase was already in the old document, but will be clarified. 150

## 5.1 Document 20200403

## 6 Activism Grants Category 4 2020/21 – for discussion

Jana (OSb): This is also an internal policy change. We decided to separate category 4. Before 1-3 and 4 were combined in one document, but they are now separate because the approach and deadlines are different. This means you no longer have one overall model explaining the 155 complete application in detail. I hope, however, that this helps associations to focus on cat 1-3 (A-C) first, and then cat 4 (D). Any questions about this document or about splitting the document into two?

Okay, then we will have another revision with the committee. To make a nice layout, for example. During that meeting we will also answer the question Ward asked. I will discuss the 160 question Alina asked separately.



6.1 Document 20200404

## 7 Kick-In 2020/2021

165 Jana (OSb): We want to discuss with you what problems you think might arise. Esmay is here from the Kick-In committee to give us an update and to answer and to note the feedback you provide.

Esmay (Kick-In): Yes thank you Jana. I will start with a summary of what is going on with the Kick-In:

170 - We are now working on an online kick in, but we are not sure about the program yet. We are still in the brainstorming phase, so all plans are still open for discussion.

- Our focus lies on online activities, we do hope however that do-groups can meet up physically. Otherwise they can meet up online via skype, zoom etc.

- We will try to organize activities that can take place in the living room.

175 - The Kick-In will be shorter, 5-6 days is the plan. Faculty programs will therefore also be shorter. We will still discuss the faculty days with the faculties and the outcome will be communicated once a discussion has been made

- There will also be a tips and tricks document that will be sent to you.

180 Study programs are now more important than ever. So talk to your program director about these problems, and how to advise your students as best as possible. That was it for my part, I cannot give any clearer information than this. I will now try to answer any questions that you have.

Jeanine (Alembic): Will people decide to participate in the Kick-In, since an online introduction might not be as appealing? And will the Kick-In be free?

185 Esmay (Kick-In): The online kick in will be free. Possibly separate tickets for food need to be bought.

Ward (Astatine): When do you think you will have a timeline?

Esmay (Kick-In): In two weeks.

190 Ward (Astatine): I do not know how all faculty kick in programs look like. For us a large part of it is informative, so still useful to continue. Therefore, I think it would be nice to have the most of three days.

Esmay (Kick-In): I think that is very long because that would mean half of the Kick-In would be faculty related.

Kevin (Inter-Actief): I have a counter opinion, we were hoping it was gonna be shorter, so informative stuff can be done in 1-2 days. We would plan casual activities later in the year.

195 Esmay (Kick-In): In our conceptual program the faculty days would last 1,5 days. This has not been decided yet but that is just what we are looking at.

Jana (OSb): We will also try to keep you all updated on any new decisions the Kick-In makes.

Jelle Maas (CB Inter-Actief): Participants will be from all over the world, so there will be time differences, what happens then?

200 Esmay (Kick-In): We will try to form do-groups with people in Enschede, people outside Enschede, and people outside of the Netherlands, so it is easier to meet. Of course, we will advice people to come to Enschede, but that is not definitive yet.



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Maartje (Proto): You mentioned the Kick-In will be free, don't you think that participants might drop out quicker?

Layla (Dimensie): Why would you divide internationals if it is online anyway? Making mixed do groups makes it easier to integrate, and to live in the Netherlands later on. 205

Esmay (Kick-In): It all depends on the time zone. If they are in the same time zone they can be in the same do-group. It also depends on how small groups can gather (if they can gather at all). It really depends on the situation.

Jana (OSb): How are you going to figure out in what time zone people live? 210

Esmay (Kick-In): We still have to figure that out.

Alina (Stress): Usually student associations are included in the do-group formation. We are worried about how we can integrate this part in the online Kick-In. This is an important moment as it is the first time students will meet the association. It can convince the new students to participate in our activities later on. 215

Esmay (Kick-In): People will still choose do-groups within their corresponding studies. We will also still be showing the do-group videos. People can choose based on the video.

Alina (Stress): So moment will stay the same, but just digitally?

Linda (Abacus): How will the do groups be formed? Will they have to choose a video?

Esmay (Kick-In): Yes, last year a pilot was introduced in which participants had to choose a top three based on the do group videos they watched. Based on this they were matched to a certain do-group. Hopefully, that system will be finished at the end of the year. 220

Maartje (Proto): How will the activities be organised while taking into account different time zones?

Esmay (Kick-In): We still have to discuss that with the faculties, we also do not know yet. 225

Seija (Paradoks): Will the Winter Kick-In be made bigger? To for example give two days to study association so they can still organise their larger events.

Esmay (Kick-In): We are thinking about that. If certain goals of the introduction are not met, then that will be done later on in the year. But we are first focusing on the upcoming Kick-In.

Kevin (Inter-Actief): The Kick-In also is an important sign-up moment for the associations. Are there possibilities for signing-up online? 230

Maartje (Proto): We have not discussed yet, but a possibility we thought of is to have one-on-one Skype conversations to talk them through the process of signing up.

Alina (Stress): That is not possible for us as we have a lot of freshmen. Last year there was a streamlined process where after a welcome presentation we guided them through the steps (do group market, signing up, etc.). 235

Seija (Paradoks): It might be an idea to collaborate with the study program so they can inform the new students about signing up and getting books.

Lieke (ConcepT): Is it a possibility to have them sign-up with their do-groups, the parents can then guide them through the process. 240

Kevin (Inter-Actief): We already relied on that last year because of the high influx of students. That is definitely a good idea.



Rik (OSb): You could also look at changing something in the domestic regulations (RR, HR etc.) of your associations so that the checking of a digital box can count as an official signature.

245 Ward (Astatine): Online document signing tools are also a thing.

Kevin (Inter-Actief): Could Astatine maybe send the relevant part of their regulations?

Ward (Astatine): Will do.

Jonne(Newton): You could also let them sign later, but that will turn into a mess with a lot of aspirant members.

250 Maarten (Daedalus): An online Kick-In might give people less motivation to join. Do you have any plans to motivate people to join the Kick-In, although it is online?

Maartje (Proto): This might just be something that is really hard to do. The best thing to do is make sure that it is not completely filled with serious stuff, but also with fun activities. So, show them the fun side of study associations.

255 Jonne(Newton): Will there be a day to visit the association rooms during the Kick-In?

Esmay (Kick-In): That depends on the measures taken/rules set by the government.

Jana (OSb): That seems logical. It also depends on the building how many people can be there while still allowing for a safe distance to be kept. We will just have to wait.

Jana (OSb): Okay, seems like that was it!

260 Esmay (Kick-In): Thank you for all the questions!

## 8 Corona-related issues

Jana (OSb): We already discussed parts of this earlier. There will be some problems for committees like study tours and other activities that have to be delayed.

265 Lieke (ConceptT): Yeah, some activities have almost completely been organised but were cancelled. Can they still get grants? Like the Betonbrouwers, their race has been cancelled. Usually they receive grants, but what is the situation now?

270 Jana (OSb): Very good question as this is relevant for everyone. We are trying to find a solution that can be applied to all associations. A first proposal has been discussed together with the SU. For now it is good, but it also needs to be discussed with the other umbrellas. A quick overview of how it will work:

We basically set certain deadlines: if activities were arranged prior to a certain date, then you would get a certain percentage of the grants.

275 We need to know when an activity would have taken place, how it was planned and what the organizational timeline looked like. This information is needed as a base on which you can elaborate how much work has been done. We need this data to assess how which percentage of the grants they will get.

When we have all that, we will come up with a proposal to send to Manouk and you, so you can comment on it. Then we will transfer it to the next board, so they can assess if it is still applicable in 2020/2021.

280 Jeanine (Alembic): What would happen with events that are not cancelled, but delayed? They put in a lot of time in planning the activity, but also sometimes extra time to plan for rescheduling. What will happen to those grants? Since they now have to do more work.

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Jana (OSb): We also thought about that, mainly regarding study tours. The current plan is to give half of the grants this year, and the rest the year after that. We still need to look into the details. With respect to other committees or activities, we could try to do it the same way. 285

However, you will not get any more grants than were decided on for this year.

Jeanine (Alembic): So for study tours, that will mean that they will get no more extra grants than decided on initially?

Jana (OSb): Correct. Because that would mean that we would have to get grants from other committees, or other umbrellas. That is unfeasible and also unfair. 290

Manouk (SU): We kind of trust you as a board to apply for the correct amount of grants. If we see that there are a lot of grants left, we can think about redividing the extra grants. How this will go in the future really depends on how well it goes now.

Jana (OSb): Please make sure the required information is as detailed as possible, so we can judge it the best we can. 295

Alina (Stress): When do we need to have send in that information?

Jana (OSb): We are planning on deciding on a deadline somewhere in the next weeks.

Kevin (Inter-Actief): I am curious, the grants are divided over two years so the differences per year can be compensated for. A lot of study trips will be delayed with a year probably. Will that become a problem we need to talk about? 300

Jana (OSb): I do not expect it to be a problem. There are no additional study tours. But we do need to take a close look at not overloading the EI category. That is also why we thought about the 50 now/50 later regulation.

Ward (Astatine): Our Europe trip is almost completely arranged. Our solution is to do the exact same trip next year. Should I provide evidence to receive part of the grants this year, or 305 apply for the total grants next year?

Jana (OSb): Details will be sent later. These committees are eligible for grants, but if they receive it this year or next year depends on the discussion with Manouk.

Lieke (ConcepT): Some associations are thinking about opening their association room once that is allowed again. We will have to live in a 1,5 meter society. Are some associations thinking 310 about that already? Maybe this is more important for the CB's as they have will be the board after the summer holidays.

Paradoks, Inter-Actief, Abacus, Daedalus do not have a solution yet.

Joop (Atlantis): Atlantis is moving over the summer, so will have to tackle the 1.5m distance problem already. 315

Jonne(Newton): Some association rooms do not really allow for it that well. They expect that the UT will not allow them to open until it is "safe" again.

Layla (Dimensie): We have a big room, but we do not want to run after each member to make sure they keep their distance. So even though it is big enough we are not sure whether we will actually open our room. We are more focused on organising activities where this distance can 320 be guaranteed.

Lars (Scintilla): We expect this will mostly be a problem during coffee breaks, so a possible solution for us would be to close the cookie corner and remove coffee machine so less people go to your room.



325 Lieke (ConcepT): That could maybe help!

Alina (Stress): Another problem we encountered is that is difficult to reach members, events are not well-visited as it is easier to join but also easier to ignore. We wanted to have a GMA. original plan was to send documents and then do GMAs once it is possible again. So how are you planning on doing your change-of-board GMA?

330 Kevin (Inter-Actief): We are planning on a digital GMA. The government made a ruling that, even if bylaws do not accept it, digital GMAs are valid. I will send you a link in the Whatsapp group.

Imke (Arago): adoodle.org allows you to vote anonymously. Really helpful.

Joop (Atlantis): There is also heliosvoting.org.

335 Jana (OSb): Also a note for everyone: try to make sure that it is also possible for non-members to join the association groups (e.g. Discord). Avoid loneliness.

Manouk (SU): I just sent a document from the Rijksoverheid dealing with the online GMAs to verenigingen@os.utwente.nl

## 9 Upcoming topics

340 Jana (OSb): We will discuss an adjusted version of the alcohol policy.

Ruben (cOSb): I had a meeting with two people from the UT, we reviewed the current covenant. Things like “buitenborrels” were discussed as it is not included in the permit, but it is in the covenant. We will take another look at it and send an email about the decision.

Jana (OSb): We will also discuss the mental well-being FocOS group. The parties that would help us cannot help anymore. Therefore, we would like to make it more of an internal discussion.

345 Layla (Dimensie): Mental well-being is important to discuss, but an external party would have been nice.

Lieke (ConcepT): Will a sustainability FocOS group be added?

Jana (OSb): You have discussed the survey Philippe sent regarding OKICs, so you can discuss that during the pre-meetings. We contacted Sustain for a FocOS group about this. We had a date to collaborate with Sustain but due to Corona, they canceled. I will contact them again to see if they maybe changed their mind by now.

355 So, the unfortunately the FocOS groups are a little unclear right now. What you can do right now, is help out with a research that is currently being done at the UT. It is about digital literacy. It aims to figure out how many people are struggling with this 'new digital lifestyle'. I will forward a link to this research. I will send the survey, you can get a bonus if you participate. For example a coupon. Do it yourself and forward it to three people or something. This is not my initiative but I just think it is relevant.

Also, we hope to introduce you to our candidate board next meeting.

360 **All associations** Discuss sustainability and topics surrounding Corona with your your representatives **Action point**

## 10 Any other business

### 11 To-do's and decisions resume

#### 11.1 To-do's

## Minutes GMA Organisation of Study associations

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Number	Action point	Deadline
GMA Oct.01	<b>All associations</b> Discuss sustainability and topics surrounding Corona with your your representatives (page 10)	

### 11.2 Decisions

365

- **GMA Oct.01** The minutes of the GMA of 27-02-2020 are approved. (page 4)

Maarten (Daedalus): Looking at the copyright issue, is there some sort of overview of what we can and cannot copy?

Rik (OSb): Assume that you cannot copy anything without checking with the actual owner, if you can use it first.

370

Maarten (Daedalus): Is this also the case when pictures are not completely used? For example, when you just use a part of the image in promotion material?

Rik (OSb): Still a no. I understand that this really annoying.

Alina (Stress): What about royalty free pictures (like pixabay)?

Ward (Astatine): There are also a lot of stock photos that do not make use of copyright.

375

## 12 Closing

**15:35** *Jana (OSb) closes this online General Members Assembly.*



General Model of OS Activism Grants  
including manual classifications A-C



# General Model of OS Activism Grants including manual classifications A-C

Application and Proof delivery

## Introduction to Activism Grants regulations

FOBOS entered into force on 1 September 2013. This model regulates both the grants for board members and the grants for the organization of a number of activities. From 2014 onwards, each umbrella organization will be able to decide for itself how the grants for activities will be distributed over all activities. However, the general principles for FOBOS that can be found in chapter 3, article 1 of Extra and Incidental FOBOS (FOBOS category 4) must be followed as the internal model is aligned with that document. The FOBOS document entails regulations with respect to FOBOS UT-wide.<sup>1</sup>

The following model concerns the distribution of grants OS receives as one of five umbrellas. Changes and decisions are suggested by the Activism Grants Committee (ABC) of OS and the Board. A distribution is being approved at an OS GMA. The grants that are distributed in this model are explicitly not intended for board members. This will be monitored and consequences can follow upon a detected violation, as determined by the acting board and ABC. A possible consequence could be, for instance, the association cannot receive grants for the year in which the violation has taken place.

## Principles

- Core activities of the associations will first be rewarded.
- There should be as much clarity of key actions executed by the applying association as possible for the ABC, in order to allow setting reasonable financial thresholds on how many grants should be assigned to each activity.
- It is not practical to establish a priority order with 19 associations, which makes the 2013 model less appropriate.

## Distribution of Activism Grants

Four classifications of internal grants can be identified, of which classification A is considered the most important, followed by classification B and so forth. The reasoning behind the prioritization of classifications lies in the nature of each classification. The first classification accordingly has to be filled before FOBOS grants can be distributed among the following

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<sup>1</sup> FOBOS can be found on <https://www.utwente.nl/en/ces/sacc/regulations/fobos/fobos-sep2018.pdf>



classifications. If there are any grants left after the second classification has been fully rewarded, the third classification will be rewarded. If all grants have been awarded halfway through classification A, B or C, these grants will be equally distributed over all activities in this classification. As only whole grants can be awarded, the unrounded number of grants of the activity/activities closest to a full grant will be rounded up and down from the lowest(s) in such a way that eventually all available grants will be distributed. The GMA may deviate from this method of distribution at any time, for example, when there are not enough grants to fill classification A or B. In this way it can be ensured that committees receive a minimum number of grants.

If there are any grants left after classification C has also been fully rewarded, these will be disbursed in classification D following a priority analysis. The only exception, with respect to priority treatment, are board grants, as elaborated on in a separate document<sup>2</sup>. This analysis is drawn up by an independent committee (ABC), consisting of representatives from all faculties and a chairman. The ABC will be part of the OS and will therefore also be discharged and charged from a GMA. The ABC also decides on the maximum number of grants to be awarded to an activity.

## Additional provisions for all classifications

- The activities may not be organized by board members, nor may grants be requested by board members if the activity took place at the time of being a board member.
- The activity must have taken place in the relevant calendar year or the activities of the association development must have been completed in the relevant calendar year.
- In the case of applications that cannot be classified in one of these classifications, the ABC dealing with the applications will decide whether the grants will be awarded. In the case of major activities and/or high exceptions, the ABC will give advice to the General Assembly, which in turn will decide whether or not to award grants.
- Administrative support will not be rewarded from this model.
- Disregarding the rules of the GDPR could have severe consequences for your members so we strongly advise you to not provide us with their sensitive information such as names, birth dates, bank details or student numbers. If the ABC notices violations of the GDPR rules concerning privacy of study association members, the respective activity can be excluded from the final distribution or given a lower priority. The ABC/OS board cannot be held accountable for sensitive data being published by the applying board/committee.

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<sup>2</sup> The regulations concerning the internal OS classification D can be found here: \_\_\_\_\_





## Distribution of Activism Grants among classifications A-C

The distribution will take place in the order of the priority indication as explained above. This procedure will be followed until the point all grants have been disbursed or until all applications have been processed. Since 2017, it has been possible to distribute grants for 2 consecutive years freely over these 2 years. Many student associations organize a study trip every second year; however, these are not evenly distributed over the odd and even years. The fluctuation in study trips can be compensated by this extra arrangement. In odd years, based on the prognosis for that year and the prognosis for the following year, a distribution of the grants over these 2 years is made. For each year, the expected number of grants required in classification A, B and C is added up. The grants are divided over the 2 years in proportion to the total number of grants needed.

### Example

In the below mentioned examples numbers should not be seen as a set indication of a realistic division but as a simple displayed scenario. Imagine 5 study tours took place in 2018-2019 and 10 study tours in 2019-2020.

- **Forecast 2019**
  - Classification A: 200 grants
  - Classification B: 50 grants
  - Classification C: 50 grants
- **Forecast 2020**
  - Classification A: 100 grants
  - Classification B: 50 grants
  - Classification C: 50 grants

In this case, the grants (200/300), which would be allocated towards OS in 2019 and 2020 together, are divided over 2 years. Thus, of all available grants in 2019/20 (500 in total) 60% (300) will be used by 2019 and 40% (200) of the grants will go to 2020. Study tours taking place in 2018/2019 will be included in the Classification A grant division of 200 grants in 2019 and study tours taking place in 2019-2020 will be included in the Classification A grant division of 100 grants in 2020. Other Classifications are expected to receive similar or the same mounts of grants in both years.



## Classifications

### Classification A – Study Trips

**Purpose of activity:** Study trips for members of the student association.

**Requirements:** Complying with the SRC regulations<sup>3</sup>

**Maximum number of commitments:** In this classification, no more than 2 commitments are made per association in one year (with 2 being an unlikely exception)

**Number of grants per study trip:**

- Large study trips – max. 29 grants<sup>4</sup>
- Medium study trips – max. 24 grants<sup>5</sup>
- Small study trips – max. 19 grants<sup>6</sup>

### Classification B – Symposia

**Purpose of activity:** substantive and study-related day, accessible to all members.

**Requirements:** The activity must be study-related, open to all members, last 1 day, with mainly external speakers and possibly workshops. Non-members can take part in the activity but the main focus of the activity should aim at UT students and specifically members of the applying association. There must be a peak load around the activity for the committee (in the quartile for the activity there must be a significant amount of time spent).

**Maximum number of commitments:** In classification B and C together, no more than three commitments will be made per association.

If one of the three commitments lapses during the year, a new activity of the same nature can be registered.

**Maximum number of grants per symposium:** 8

### Classification C: Other Study related

**Purpose of activity:** substantive and study-related activity, with the aim of offering a broadening and deepening of the knowledge of the participants, in which visiting or receiving external study or career-related parties plays a central role.

**Requirements:** The activity must be study-related, open to all members (this may be subject to a study progress requirement), at least 1 day and visiting or receiving external study or

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<sup>3</sup> SRC is the committee responsible for allocating study tour subsidies as provided by Ufonds and the regulation can be found in here: <https://www.utwente.nl/nl/src/>

<sup>4</sup> Large trips: high-priced trip in the SRC regulations with the exception of study trips that make use of the exception clause Article 3 paragraph 7

<sup>5</sup> Medium-sized trips: See the SRC regulation article 3 paragraph 4

<sup>6</sup> Small trips: all other trips that receive an SRC subsidy



career-related parties plays a central role. It is compulsory to be present at the substantive activities. Additional requirements are set below for a number of activities.

**Maximum number of commitments:** In classifications B and C together, no more than three commitments will be made per association. If one of the three commitments expires during the year, a new activity of the same nature can be registered. Examples: Europe Trip, Business Courses.

**Number of grants per activity:**

- **Large Europe Trip:** max. 8
- **Short Europe Trip:** max. 4
- **Business Course:** max. 4-8

In the case of other activities, the number of grants is determined by comparing the activity with the above activities.

A large Europe Trip is defined as a minimum 7-day trip abroad, of which there is a minimum of 5 working days. Working days are understood to mean the number of days on which there are (study-related) substantive activities. Two-thirds of the total number of days in the large Europe Trip must be spent on these substantive activities. Local holidays in the destination country are not considered working days. In principle, a visit to an institution counts as one part of a day. Each part of the day (morning/afternoon/evening) is counted as half a day. A short but complete report must be made of the large Europe Trip. This contains a detailed report of each substantive activity. If the participants of the trip receive ECTS for their participation, the committee should apply for grants in classification A as a small study trip. If the participants do not receive ECTS, the committee can still apply for grants, but only in classification C.

A short Europe Trip is understood to mean a multi-day (minimum of four days) visit to at least two companies abroad in order to get acquainted with the companies in an interactive way. This criterion should be interpreted flexibly, but with due regard for the number of company-visits within the duration of the trip. Compared to a large Europe trip, the minimum requirement of two-thirds of the total amount of days on the trip being spent for (study-related) substantive activities will lapse for short Europe Trips. Whether a short trip to Europe meets these requirements will be decided by the ABC.

A Business Course is a multi-day (minimum of two days) event, in which external study or career related activities play a central role. Profiling the study and study association should play a central role, besides the number of day parts spent on substantial activities in an educational or professional context. At least two companies need to be visited. A Business Course can be understood in a broad sense and that is assigned to all activities that meet the aforementioned requirements. A short and complete report should be made of the Business Course, with a detailed report of each substantive activity. As a Business Course is eligible for a range of grants instead of a fixed number. The range of grants will be determined based on



the number of days and substantial activities taking place. A motivation on the requested number of grants needs to be provided. This motivation should be based on the number of substantive activities and the need of organizational efforts. This can be described in relation to the large Europe Trip and the short Europe Trip. E.g. a Business Course of three days can be eligible for four grants, while a business course of five days can be eligible for eight grants, if the number of substantive activities and the organizational effort are comparable to a large Europe Trip. It remains the right of the ABC to determine a fair number of grants comparing organizational efforts surrounding the Business Course with the workload of other activities applied for in the same year. It is being distinguished towards a Europe Trip via its more profound focus on educational or professional oriented activities instead of combining activities through means of travelling. It can also be distinguished in case it takes place for less than 4 days.

Below you can find a table summarizing the differences between the three events:

<i>Characteristic</i>	<i>Large Europe Trip</i>	<i>Short Europe Trip</i>	<i>Business Course</i>
<i>Duration</i>	At least 5 working days and at least 7 days in total	At least 4 total days	At least 2 total days
<i>Substance</i>	2/3 of days substantial activities	At least 2 company visits	At least 2 company visits
<i>Objective</i>	Abroad (Europe)	Abroad (Europe)	External parties
<i>Grants</i>	Set number	Set number	Range

In the case of other, similar activities, the number of grants is determined by comparing the activity with the above activities. Activities that cannot be included here, but which profile the study or study association or are characterized as otherwise by the ABC, can be transferred to classification D subject to reservation.

## Delivery of applications and proof for classification A-C

### Application for classification A-C

Activism grants for the next calendar year are already set in the current calendar year. The applications can be made as soon as someone from the OS board draws your attention to this matter. Applications need to be handed in form of a Google form, which each



association will be provided with before October 1<sup>st</sup> of the year in which the activity will take place.

To apply, the following information needs to be filled in by the applicant:

- 1) Applying study association
- 2) Classification of the activity
- 3) Name of the activity
- 4) Expected date or time-frame of the activity
- 5) Expected range of costs of the activity
- 6) Expected working hours of the committee as a whole
  - a. Spread over the entire timeframe of organizing the activity
- 7) Short description of the activity (3-5 sentences)
  - a. Focus/Relevance for students
    - i. F.e.: Educational/professional/networking/community)
  - b. Expected size and scalability
    - i. F.e.: Approx. number of participants/ association-wide/UT-wide/nation-wide
  - c. Expected content
    - i. What will the activity (or parts of it) look like

Because some aspects of an activity are only being determined after the application has been sent, or change over time, these indications will be guarded as preliminary guidelines for the ABC to properly assign activities to the right classifications. After proof has been delivered in the next academic year, the successive ABC will decide in how far the proof is sufficient for an activity to remain in the previously assigned classification and how many grants it should be finally eligible for. The applicant is responsible for delivering the application complete and ahead of the announced deadline. If either of those conditions cannot be met the OS board and/or ABC need to be notified as soon as possible, so that they can decide if exceptions can be made and potentially set new conditions for the applicant.

### Proof for classification A-C

In the previous calendar year, a number of activities have already been added to the occasional activism grant list for your student association. This list has been approved during an OS GMA in the previous year and is managed by the OS board. Someone from the OS board will draw your attention to this when the proof has to be sent in and will provide the list of approved activities to the associations.

### Proof delivery

The current OS board will provide you with a Google form, in which the following information has to be provided:

- 1) Applying study association
- 2) Classification, which the Committee/event is assigned to
- 3) Event(s)/activity/activities organized



- 4) Overall costs
- 5) Number of committee members
- 6) Estimated hours of committee-work per committee member
- 7) Time frame of committee work (start organization – date of activity)
- 8) Short description of educational relevance (if given)
- 9) Short description of student networking/community relevance (if given)
- 10) Short description of professional/skill development relevance (if given)
- 11) Number of participants taking place in the activity (no names included)

Additionally, the following proof has to be provided:

- Program booklet (without privacy sensitive information)
  - If no program booklet has been created each activity needs to be described in detail
    - Symposia/One day activities: description per hour
    - Trips/Business Courses: Description of each activity arranged per day
      - This needs to include a description of the duration and number of company visits and/or educational sessions provided by companies
- Budget overview (without privacy sensitive information)

For delivering proof descriptions, please arrange a pdf document in the following manner:

- 1) State in the documents label:
  - a. *[proof classification A-C\_study association\_ academic year the activity took place]*
- 2) State the classification of the activity
- 3) State the name of the activity
- 4) Describe the program of the activity or include the program booklet
- 5) Add the budget illustration of the activity
- 6) Proceed with the next activity in the following order:
  - a. 1. Classification A, 2. classification B, 3. classification C
- 7) If several applications have been made per activity in the previous year, adhere to the following order:
  - a. First activity within one classification, second activity within the same classification, third activity within one classification, then proceed with the next classification

#### Additional attention points:

- 1) If activities are on the inventory list of the former academic year but have not taken place for any reason, this should be reported to the OS board and/or acting ABC before the deadline of proof delivery
- 2) Submit all proof at the same time and before the announced deadline. If that is not possible, please notify the board or active ABC.



- 3) The ABC has the right reserved to ask for additional proof or elaboration at any point. If that is not provided without a reasonable explanation, the activity can be excluded from the final grant distribution.

### Timeline for handing in proof and applications of classification A-C:

The following is an expected timeline. Changes can be made by the acting OS board and/or ABC to deviate from this indication. Study associations will be informed and updated about the process before and within the application period.

#### September 2020

- Before the 10<sup>th</sup> of September the board/committee delivers one Google form for the application and one for proof, next to this document to be filled in by associations.

#### October 2020

- Associations register with the OS all activities in classifications A, B and C for the next calendar year. This must be done before the 1<sup>st</sup> of November.
- Associations deliver proof for the activities that have been placed in the inventory approved during the previous academic year (2019/20). This must be done before the 1<sup>st</sup> of November.

#### November 2020

- Proof inspection by the ABC of OS and potential request for additional information to be provided by the applicant of an activity.
- Approval of distribution of grants as applied for in the academic year of 2019/20.
- Approval of classifications A, B and C grants inventory for 2020/21 during the GMA.

#### December 2020

- Approval of final distribution of 2019/20 and inventory of 2020/21 of grants classification A-C, in case it was not possible in November.
- OS forwards the approved division of grants for 2019/20 to the Student Union.

#### January 2021

- Associations will be approached by the CPO for further administrative requirements.

#### May-July 2021

- The active board and ABC should adjust this document for the upcoming academic year with respect to timeline, year indications and outdated content.

20-05-2020







Regulations and manual - Activism Grants OS  
classification D



# Regulations and manual - Activism Grants OS classification D

Application and proof delivery

## Introduction

The internal regulations regarding the general background and procedure of Activism Grants within OS, can be found in a guiding document, which is to be found [here](#). That document should be profoundly read and understood before the following document is being dealt with.

The subsequent document elaborates on the nature of, regulations of and procedure surrounding the application and proof delivery of grants allocated within the classification D. This classification has two purposes:

- 1) Delivering grants for study association boards, which are not specifically addressed in the overall [FOBOS regulations](#) as introduced by the Student Union.
- 2) Allowing activities falling under classification A-C but having not been planned at the point of application in the previous year, to be eligible for grants.
- 3) Allowing the allocation of grants to unique activities, which do not fall under the classifications A-C.

Due to the condition that the activity does not fall under classification A-C and being rather occasional than regular, the Activism Grants divided in classification D follow different guidelines than the other three classifications. Not only are they being treated with the lowest priority, they also can differ every year. The only exception are board grants of boards, which are not accounted for in the SU FOBOS regulations in particular. If a board applies for grants because it cannot receive any via the overall FOBOS regulations, they need to be granted independently of other activities in classification D and even be prioritized over classifications A-C.

This document does not guarantee in any way that your grants application and/or proof will be approved and is only intended to help the association with the application. Incomplete or late applications, sharing of sensitive data of the association's members or failure to send in additional input after the request of the Activism Grants Committee (ABC) can result in moving to a lower priority or in extreme cases the exclusion of activities in the final distribution. Complications should be addressed towards and discussed with the ABC as soon as possible before announced deadlines to agree on new application conditions or exceptions. Unclearities with respect to this document should be resolved by asking for advice of the OS board and/or Activism Grants Committee (ABC).

## Grants eligibility – Classification D

Within classification D, priority will be given according to the activity's relevance for students. Thereby, the priority order is as follows:

- 1) Study association boards
- 2) Small study related and associative activities
- 2) Small business related activities
- 3) Association development

If activities are organized that fall under classifications A-C but were not applied for at the time because they



had not yet been planned, they will be placed in classification at the top, with a maximum of 3 grants. In case of justified reasons, deviations from this order may be introduced by the ABC of the OS.

### Items for which no grants are available

- 1) Committees which can reasonably be assumed to be a general part of each association and which have not undertaken any exceptional activities.
  - a. Committees, focusing solely on networking, media, small excursions
  - b. Lustrum committees, if no 'special' activity has taken place
    - i. A special activity is an activity that has been organized by the lustrum committee and takes place regarding the lustrum of the study association. Special activities are activities that are related to the study or working-field and/or is profiling towards the study association through its unique nature. Based on the delivered proof, such as the description of the activity, planning, workload, the ABC committee will decide if the activity can be seen as a so called special activity. Possible examples of these kind of activities are alumni days, nation-wide challenges and UT-wide charity events.
  - c. Social activities comparable to the following: parties, drinks, gala's, paintball, BBQ, bowling etc.

### Items an application can be sent for

- 1) **Purpose of small study-related/association bonding activities:** Special activities that promote the bonding of members or are profiling to the association.
  - a. **Requirements:** The activity must be open to all members and it must be a special activity.
  - b. **Examples:** National design weekend (Daedalus), concrete brewers (ConceptT), Pandora (IA).
  - c. **Special cases:** Kick-In/Introduction and trainings can be applied for but will be treated with the lowest priority within classification D. Therefore, they are unlikely to receive grants. Exceptions may be made, if they contain very special/outstanding events, which the ABC can judge upon in relation with other activities within classification D. Lustra are another exceptional case, see 'items for which no grants are available' - 1b.
  - d. **Number of grants per activity:** To be determined by the ABC with a max. of 2.
- 2) **Purpose of other small business-related activities:** Small activities that promote contacts between members and the business community.
  - a. **Requirements:** Activities for associations with an emphasis on education or contacts with businesses and study relevant organizations.
  - b. **Examples:** Excursion series (excursion of several days), mini-symposium.
  - c. **Number of grants per activity:** To be determined by the ABC with a max. of 2.
- 3) **Purpose of association development:** Sustainable improvement of the association.
  - a. **Requirements:** In the case of association development, the content must be easily shared with other associations so that a database can be set up at the OS and other associations can easily make use of it.
  - b. **Examples:** ICT, new services creating an internship bank or sharable apps/website codes.
  - c. **Number of grants per activity or development:** To be determined by the ABC with a maximum of 2.



## Application manual

Application regulations for boards applying for board grants can be found in the appendix. The application for the occasional activism grants in classification D must be made before the deadline a member of the OS board has announced at the beginning of the relevant calendar year. **A maximum of 3 activities** may be requested in accordance with the Activism Grants Regulations<sup>1</sup>.

To apply, a Google form has to be filled in, which the association has been provided with around the 10<sup>th</sup> of September in the relevant application year. The following information has to be provided in that document:

- 1) Name of the study association
- 2) Name of activity
- 3) Overall costs
- 4) Number of committee members
- 5) Estimated hours of committee-work per committee member
- 6) Time frame of committee work (start organization – date of activity)
- 7) Short description of educational relevance (if given)
- 8) Short description of student networking/community relevance (if given)
- 9) Short description of professional/skill development relevance (if given)
- 10) Number of participants taking place in the activity (no names included)

Additionally, the following proof has to be provided:

- Program booklet (without privacy sensitive information)
  - If no program booklet has been created each activity needs to be described in detail
    - One day activities: description per hour
    - Two day activities: description per hour
    - Several day activities: Description of each activity arranged per day
- Budget overview (without privacy sensitive information)

To provide the ABC with the program and budget description, a pdf document has to be handed in the following manner.

- 1) Label the document
  - a. *[proof delivery; association; year in which the activity takes place]*
- 2) Name of the study association
- 3) Name of the activity
- 4) Describe the program or include the program of the activity
- 5) Include the budget overview after
- 6) Remove or censor any privacy sensitive information making individuals distinguishable
  - a. Names; student numbers; bank details; birth dates

## Timeline for handing in proof and applications of classification D:

The following is an expected timeline. Changes can be made by the acting OS board and/or ABC to deviate from this indication. Study associations will be informed and updated about the process before and within the application period.

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<sup>1</sup> The activism grants regulations can be found in \_\_\_\_\_



### September 2020

- Before the 10<sup>th</sup> of September the board/ABC delivers a Google form and this document to be filled in by associations.

### October 2020

- Before the 1<sup>st</sup> of October the application documents and Goggle Docs for activities taking place in 2019-2020 has been sent to the ABC.
- The ABC can ask for additional input and/or explanations.
- Activities taking place after the 1<sup>st</sup> of October can be applied for and will have to send their proof before the end of the academic year. In case the proof is insufficient grants can be taken away from the activity in hindsight.

### November 2020

- The ABC presents the division of grants within classification C to be voted upon after questions and comments have been resolved.
- In case of objections, the division will be revised.

### December 2020

- The OS board sends the final division of grants for activities that took place in 2019/2020 to the SU.
- In case, less grants than expected will be available for classification D, adjustments will be made.

### January 2021

- Proof for activities taking place after the 1<sup>st</sup> of October has to be delivered before the 10<sup>th</sup> of January (if not agreed upon differently with the ABC and/or OS board).

### May-July 2021

- The active OS board and ABC should adjust this document for the upcoming academic year with respect to timeline, year indications and outdated content.



## Appendix

Boards applying for board grants have a different position with respect to the workload and intensity of their 'activity'. Applying is possible, if the SU FOBOS regulations do not specifically address a board in their lists with respect to eligibility of grants.

Boards applying via the OS platform can receive a maximum of 6 grants in line with the indicated grants as allocated by the SU and are treated as a priority in the overall OS model.

### The following documents have to be provided:

- 1) Policy plan (if given)
- 2) Financial plan (if given)
- 3) Policy report (if given)
- 4) Financial report (if given)
- 5) List of active board members and functions/responsibilities
  - Include: average amount of hours made per board member
- 6) List of activities organized with clear labels
- 7) List of committees/teams active in the association in the respective year need to be added
- 8) Constitution date and ending date of the board year
- 9) If no policy plan and/or report had been created, a clear description of goals and action points for the year need to be created and explained with respect to their progress and results leading up to at least one DinA4 page of descriptions
- 10) If no financial plan or report has been created previous to the application, a budget overview needs to be provided and a balance sheet depicting which costs have been finally made

### Attention points:

- 1) Everything should be delivered in pdf format and combined in one email, not sent separately
- 2) Sensitive data of members and other people not actively participating in the board need to be removed or censored in some sort of way
  - a. A consequence of not adhering to this rule can be receiving less grants
- 3) Send the board application and proof before October 1<sup>st</sup> 2020
- 4) If any points mentioned above cannot be realized within the given time-frame, the ABC and/or board need to be notified and solutions be discussed
- 5) In case board changes took place differently than usually in line with the academic year, the ABC and/or board need to be notified and solutions be discussed

