



**Executive Board**

**Administration and Executive Staff**

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## Meeting minutes

Meeting date  
26 October 2015

Minutes prepared by  
S. von Meyenfeldt

Contact person

Griffier

Subject

Executive Board meeting held on 26 October 2015

Present

Amman, Van den Boom (acting president), De Jong, Schmidt (student assessor), Lange, Du Perron, Van Velzen, Von Meyenfeldt (minutes)

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### **1. Minutes of the Executive Board meeting of 12 October 2015**

The minutes were adopted with one amendment to the text.

### **2. Announcements**

Schmidt spoke at the Assessor's Day, and has a meeting today with all assessors (and those in similar roles) within the UvA to look at what tasks they perform and where cooperation could occur.

### **3. Reform agenda**

Du Perron has been in contact with Hulst, who has taken over the tasks of M'Charek for the formation of the Democratisation & Decentralisation committee. He also announced that there will soon be more publicity about the Maagdenhuis discussion group. There is a desire for a broad, nationwide invitation policy for the meetings.

### **4. Appointment of professor of Computational Modelling at the Faculty of Medicine (AMC-UvA)**

The Board approved the appointment.

### **5. Appointment of professor of Medical Informatics, in particular the evaluation of care and care information systems, at the Faculty of Medicine, AMC-UvA**

The Board approved the appointment.

### **6. Appointment of professor of Medical Education and Training, in particular the application of scientific findings in the training of general practitioners, at the Faculty of Medicine, AMC-UvA**

The Board approved the appointment.

### **7. Appointment of professor by special appointment of Primary Forensic Medicine, on behalf of the GGD, at the Faculty of Medicine, AMC-UvA**

The Board approved the appointment.

**8. Action plan for the implementation of the Participation Act (*Participatiewet*)**

It is important to actively create opportunities for people with an occupational disability within the UvA and AUAS so as to make a contribution to society. Amman expects to find opportunities for this mainly within the services and, possibly, the (support) staff. A project status is important for introducing this within the organisations.

The Board explicitly stated that extra money need not be freed up for this; the memorandum is based on the usual resources. This must be made clearer in the text. Furthermore, De Jong is looking at the possibility of extending Pantar's UvA activities to the Amstel Campus. However, it still needs to be verified whether Pantar falls under these regulations.

The Board agreed with the action plan, including the above clarifications. The plan will be submitted for discussion to the Central Executive Council and then to the representative advisory bodies.

**9. CNA annual report and financial statement 2014**

The Board approved the 2014 annual report and financial statement of the Amsterdam Institute for Lifelong Learning in Education (CNA).

**10. Policy for people with a disability, chronic illness or occupational limitations**

There are signs that not all the comments from the review of the Institutional Audit were incorporated into this version of the policy; it has therefore been retained.

**11. Overview of current status regarding risk assessments and evaluations**

The Board took note of the overview and had some clarifying questions. Amman was mandated on behalf of the Board to ensure satisfactory answers to these questions.

**12. Enrolment Provisions 2016 – 2017**

The Board adopted the 2016-2017 Enrolment Provisions.

**13. Working arrangements student assessor**

The Board discussed the working arrangements and took note of the arrangements with the CSR. Schmidt explained that the arrangements serve to clarify what the student assessor does and in what way. The document should be seen as a starting point, not as the final word. The working arrangements will be part of the evaluation of the role and play a more supportive role in the evaluation process.

The Board requested attention be paid to the independence of the student assessor, particularly in relation to the CSR, and to phrasing in relation to the student assessor's treatment of confidential information. Beyond that, the Board agreed to the working arrangements; the working arrangements will also be addressed this week in the consultation meeting of the CSR.

**14. Spokesperson index**

The Board discussed the index; the document will be continuously adjusted based on current events. The Board requested a similar index for the AUAS.

**15. HR advice**

The findings of Nijzink, who examined the role of HR, are attached. No unexpected points emerged; the points were recognised by, for example, the P&O heads at faculty level, with whom the findings were shared. Important discussion points did emerge which will be discussed at the away day of the Central Executive Council.

**16. Management meetings**

- a. *Timetable, representative advisory bodies.* There were no remarks about the timetable.
- b. *Timetable, Supervisory Boards.* There were no remarks about the timetable.



- c. *Draft minutes, periodic consultation UB/HB, 16 June 2015*: There were no remarks about the minutes.
- d. *Draft minutes, Rectors' conference, 17 June 2015*: There were no remarks about the minutes.
- e. *Minutes, VSNU General Board, 11 September 2015*. There were no remarks about the minutes.
- f. *Agenda, Rectors' conference, 28 October 2015*: There were no remarks about the agenda.
- g. *Agenda, VSNU General Board, 30 October 2015*: There were no remarks about the agenda.
- h. *Draft agenda, Central Executive Council away day, 2 November 2015*: The agenda was agreed.
- i. *Draft agenda, Supervisory Boards UvA/AUAS, 6 November 2015*: Schmidt will attend this meeting.
- j. *Draft agenda, CvB UvA-HvA-VU, 12 November 2015*: There were no remarks about the agenda.

**17. Areas of concern and action lists**

- a. *Areas of concern*: There were no remarks about the list of areas of concern.
- b. *Timetable, Executive Board meetings*. There were no remarks concerning the timetable.

**18. Any other business**

Efforts will be made to schedule an informal meeting between the representative advisory bodies and the Board to discuss the allocation model plan before it is formally presented.

*Adopted by the Executive Board on 2 November 2015.*