

# Minutes from the Board meeting of the Student Council

Date	2nd of June 2018
Members of the Board present	Johan Hedegaard Jørgensen (FM), Signe Tolstrup Mathiasen (FM), Louise Mattesen Provstgaard (FM), Erik Lørup (AR), Katrine Damberg (AR), Mathilde Elisa Vendelholt (FU), Sofie Holmbjerg (left 13.30), Signe Bøtzau Paulsen, Annika Roeckle, Yavuz Inekci, Julie Lund Jensen, Rasmus Duus Daugaard (FU), Lea Holritzer Pehrson, Sisse Marie Sjøgren Nielsen (left 12.30), Peter Dusan Nicic Sørensen, Morten Jensen (alternate), Nicolai Otto (alternate), Mennan Şerefoğlu (alternate), Phillip Crilles Bacher (UB), Marcus Turunen (UB), Pia Maagaard Hansen (AR) (came 17.30)  21 people  <u>Abbreviations:</u> FM: Formandsskab / the Chairmanship FU: Forretningsudvalg / Executive Committee AR: Akademisk Råd / Academic Council UB: Universitetsbestyrelsen / The University Board
Absent with abolition	Micky Winther Ronnenberg (AR), Anne-Sophie Schröder (AR), Erik Slot Malmqvist (alternate)
Absent without abolition	Amanda Costa Bizarro (AR)
Observers	Michael Gamborg

## Formalities

Election of conductors	Annika Roeckle and Katrine Damberg
Election of minute taker	Signe Tolstrup Mathiasen
Approval of the agenda	Approved
Approval of the last Board meeting minutes	Clarification that Baristoteles and HumRåd are not arguing about whether they should share their money or not, but just whether or not they should have a shared account or not.



# Orientations

<b>Committee</b>	<b>Presenter</b>	<b>Short summary of the orientation given</b>
Chairmanship		Written in the appendix
FU / EC		Written in the appendix
LPU	Mathilde	Written in the appendix. Addition: Danske Lejere has offered to come out and give some presentations during tutoring.
Tutoring	Mennan	It has been really hard to define the role of the committee, which is the committee's overall goal. Tutoring is going well, but the committee is at a standstill. But at some point we should have a discussion about if we need the committee or not.
Stud. rep.	Katrine	Are having a summer event the 11th of June, where they will talk about the study boards and how to protect their influence.
Organisational committee	Marcus	Hasn't had any meetings yet.
UNIPOL	Katrine	AR and UB has had status from last year. AR is going on a budget seminar next week. UDDU is working on a new terminology for the bachelor educations, this will be discussed again next week, as well as internationalization.  UB has been on UB-seminar at a very fancy mansion. The theme was digitalization and some of the challenges in relation to that. RUC has gotten a lot of money from the ministry to work with digital learning. Phillip made a very good presentation about student involvement, and how to do this at the same time as having "enstrenget ledelse" - top down leadership. It was a very good presentation and it was received very well by both the rectorate and the board. Another theme/discourse was that everyone is really tired of the progress reform, and the UB thinks that RUC should be more progressive and implement some initiatives to focus on stress among students.
CIP	Annika	Has not had a very successful semester. They have a lot of ideas, but could use some help.
Academic Event Committee	Julie	Had a meeting with FANE, and decided to have a fresh start, since the events this semester have not been very well planned. They are having a meeting the 7th of June to match expectations and plan next semester's events.

RBC	Sofie	The summer party went very well. Are soon starting to plan the boat race (kapsejlads) and semesterstart party.
PR	Lea	Is working on making a PR-video about the Student Council. They shot some videos at the summer party.

## Agenda Point 3

<b>Topic of Discussion</b>	Discussion of the language policy	
<b>Presenter(s)</b>	Mathilde	
<b>Discussion summary</b>	<p>The point is to remind everyone of the language policy, and especially remind everyone that it is always okay to speak in Danish, if you find it difficult to express your point in English - as long as someone is translating the point in English.</p> <p>Furthermore it is requested that everyone tries to speak English when we socialize if an English speaking person is present.</p> <p>It is also being pointed out that when points are presented in English, you should be aware of the content more than the exact formulation - since it can be a bit “clunky” when we are speaking in English.</p>	
<b>Conclusions</b>		
<b>Action Items</b>	<b>Responsible</b>	<b>Deadline</b>

## Agenda Point 4

<b>Topic of Discussion</b>	Presentation and discussion of uni-election process
<b>Presenter(s)</b>	Rasmus
<b>Discussion summary</b>	The election group has been working on some criterias for the election coordinators, and soon the group will begin to look for



	<p>both coordinators and candidates.</p> <p>The coordinators need to be approved by the board in August.</p> <p>Consider if you would like to be part of the election process, also if you don't want to be a coordinator.</p> <p>The criteria is for the "ideal coordinator" - so you don't have to fulfill them all.</p> <p>At the last election we had two main coordinators, who did a lot of the preparation with the candidates, talked rhetoric, and made the lists. During the election they make sure that the candidates are okay and plan where the candidates should be during the day. Then we had a communication coordinator, who was in charge of Facebook, two volunteer coordinators, in charge of making the volunteers feel good and coordinate their help, one event coordinator and one material coordinator.</p> <p>We don't need to have that many coordinators. But at least two main coordinators, someone doing communications, someone in charge of volunteers and someone in charge of practical stuff.</p> <p>The coordinators need to be prepared to work a lot, both before the election and a lot during the election week. Last year the coordinators on average worked about 17 hours a day. You also need to be good with people, good at organizing, seeing the big picture, planning and working under pressure.</p> <p>Our criteria for the candidates are split in them as a group and them individually.</p> <p>Individually: be "ildsjæle" (be passionate about what you are running for)</p> <p>As a group: have experience (preferably someone rerunning), have connections to the subject councils, spread in age, how long they are in their studies and gender.</p>	
<b>Conclusions</b>	<p>Think about if you would like to be part of the process somehow, come and talk to Johan or Rasmus or join a UNIPOL meeting if you are considering being a candidate.</p>	
<b>Action Items</b>	<b>Responsible</b>	<b>Deadline</b>



# Agenda Point 5

<b>Topic of Discussion</b>	Semester evaluation workshop
<b>Presenter(s)</b>	Signe Tolstrup and Louise
<b>Discussion summary</b>	<p>Two rounds with discussions and evaluation in the different committees.  Walk'n'talk with personal evaluation of this semester in the student council  Wrap up - short and not extensively in the minutes</p> <p><u>Each committee: how do you define your success?</u>  RBC: achieving the plans in the action plan, rebranding the committee. Three main events.</p> <p>PR: make it an established committee. Make smaller, nice events. Do a bit more on social media and make a video.</p> <p>LPU: the goals in the action plan is very tied to DSF. Want at least the same amount of people in our delegation for the next PK (9 people)</p> <p>AE: focus on making FANE better, do four to five really good, well-planned FANE events next semester. Do a good handover to the next board.</p> <p>CIP: want to focus on collaborating more with the international club. They are doing a lot of events, but need more people.</p> <p>Stud.Rep.: would like to pre-plan a lot more next semester. Would like two new coordinators (preferably from the bachelor-level) in the committee to make it sustainable.</p> <p>RUS: set down a meeting in the committee and define the concrete task of the committee.</p> <p>OU: decided on a date for the first meeting. The theme will be the internal work environment in the Student Council.</p> <p><u>Wrap up on the walk'n'talk</u></p> <p><u>Why are you part of the Student Council?</u>  Because it is important that students get influence on the university, and the Student Council is a way to achieve this.  Interest in politics. Students need to do something for themselves.</p> <p><u>What would you like to have accomplished at the end of the year?</u>  Want to learn something and have a good time.  To spread the idea among students that in a community it is possible to do something and work together towards a common goal and improve something.</p>



	<p><u>One good and one bad thing about being in the board</u>          It's uphill to have a meeting on a Saturday at 10.00          It's fun to have theme meetings, e.g. the Valentines meeting.          Admire the people who work in the organisation, and the time and effort they put into it.          The meetings are a bit too formal and not frequent enough. It's hard to be involved, when you don't have a lot of time.          Proposal to buy a sofa for the office to make it more welcoming to the board members.          Often our ambitions doesn't match our manpower.          We use too much time discussing irrelevant things.          There has been a good leadership in the organisation. Send out of appendixes and so on has been on point.</p>		
<b>Conclusions</b>			
<b>Action Items</b>	<b>Responsible</b>	<b>Deadline</b>	

## Agenda Point 6

<b>Topic of Discussion</b>	Election of substitute EC members		
<b>Presenter(s)</b>	Conductors		
<b>Discussion summary</b>	<p>There is one vacant seat, since Peter has withdrawn.</p> <p>Lea is running.</p>		
<b>Conclusions</b>	Lea Holritzer Pehrson is elected by applause.		
<b>Action Items</b>	<b>Responsible</b>	<b>Deadline</b>	

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## Agenda Point 7

<b>Topic of Discussion</b>	Volunteer Workshop	
<b>Presenter(s)</b>	Annika and Katrine	
<b>Discussion summary</b>	<p>As a follow up on the debate about the volunteer strategy, it is necessary to get a better idea of what motivates the current board members, their skills and what they would like to learn. Everyone fill out the scheme in the appendix.</p> <p>Exercise to get an idea about the current volunteer environment in the student council, everybody write a number from 0 to 10 (where 0 is worst). People are overall pretty happy, but there are also a lot in the middle.</p> <p>Workshop where everyone writes what they think is working well, needs to be better, what is important for making new volunteers feel welcome and what part of the volunteer environment can be improved. Answers written in post-it's will be used for the formulation of the volunteer strategy.</p> <p>Proposal to have a trial period, where the whole board will use Trello as a tool to include the board more in the day to day work of the Student Council. Each committee, the EC and the chairmanship can put up their working tasks, as well as having a lists of unassigned tasks for people to sign up to.</p> <p>Proposal to have a seperate Trello for the election.</p> <p>Proposal to have the EC make a small newspost on Facebook after each EC meeting, and then tell people what's new on Trello. This requires that people actually use it and interact with it.</p> <p>Question about who should be in charge of the unassigned tasks, and that we need to be aware that the EC doesn't suddenly get a lot of new tasks on their tables. Suggestion to have one or two persons to be in charge of the unassigned tasks and prioritize them.</p>	
<b>Conclusions</b>	<p>The comments will be implemented in a more concrete suggestion which will be presented for the board in August.</p> <p>Everyone is for implementing the trial period.</p>	
<b>Action Items</b>	<b>Responsible</b>	<b>Deadline</b>



Make a concrete proposal for how to start using Trello	Annika, Signe, Rasmus and Yavus	Before the board meeting in August
Write a proposal for the volunteer strategy	Annika and Katrine	

## Agenda Point 8

<b>Topic of Discussion</b>	Discussion of tasks an employee could handle
<b>Presenter(s)</b>	Conductors
<b>Discussion summary</b>	<p>There is an appendix with a list of work tasks an extra employee could potentially do.</p> <p>The point is to discuss whether or not we should hire an extra employee, and which tasks this employee should then be doing.</p> <p>We start by debating what we think about the suggested tasks and then move on to a debate about whether or not we should have an employee.</p> <p>At the last board meeting it was agreed that if we hire one more employee the position should not be for more than 10-15 hours a week.</p> <p><u>Debate about the suggested tasks an employee could do</u></p> <p>One argument is to get all of these tasks done by one or more employees, and then find the money for it. Because it is these tasks that makes it very hard for the elected people/volunteers to have energy to do all the rest of the work in the Student Council.</p> <p>It is stressed that it should never be an employee's task to represent the Student Council, eg. in relation to the golden coffee pot, but only the facilitating work.</p> <p>Another argument is that an employee should not be writing appendices, answering the mail and writing follow up mails to people who attend events.</p> <p>An argument is that it would be very nice to have an employee support the committees and subject councils doing graphical work.</p> <p>Another argument is that answering the student council mail is not very political since it is mostly deleting spam and then forwarding relevant mails to the right persons in the organisation.</p>



It is pointed out that it will differ from year to year what tasks the EC find interesting or not - and therefore what the EC think make sense to delegate to an employee.

It is pointed out that we also need to be aware not only of what the EC think are “boring” tasks, but also what the potential employee is interested in and good at.

It differs from year to year which tasks are in focus and which are not, because so many people come and go in the organisation. Therefore it would make sense to have an employee do some of those tasks that doesn't change each year, but continuously have to be done.

A conflicting point is that the employee and the EC should divide the tasks in a matching of expectations.

Not all the points on the list are seen as tasks that will be the same year after year.

It is pointed out that whatever this board decides that a employee should do, the next board can always change it. So there will still be flexibility, even though we of course need to make a job description. We will always have control over what our employee will do.

#### Debate about whether or not we want to hire one more employee.

It is argued that we need to think about where the money should come from, since our economy is very dependent on the election results.

This year we will most likely have money to hire one more employee, by using the money we get from the trade unions. It also depends on how long the employee should be hired for. Another 10 hour position will be 87.000 kr. pr. year.

It is proposed that, if we get the money from the unions, we hire one more employee, if not, we don't hire one more.

It is proposed to hire someone for a year from summer to summer. Then the pay will be split over two budget years, and we can evaluate after that.

It is argued that because we are a volunteer organization, we should by principle not pay anyone for working in the Student Council.

It is argued that it also takes a lot of work to manage the current employee. So it is not worth to hire one more. Instead look at if the current employee can do more tasks.

A counterpoint is that it's not necessary a contradiction to be a

volunteer organisation and pay someone. Money motivates, but you still have to believe in the project that is the Student Council, if you get paid. As an organisation we also have a responsibility towards our fellow students to do the best we can for all the students at RUC, and we cannot do our best, if we don't pay someone for the amount of work they are doing. Our ambitions need to be lowered and our impact on campus will be lower, if we change into being a completely voluntary organisation. We cannot defend that people are going down with stress in our organisation, and one more employee could help to do this.

In addition to this it is important to be aware of the new reality where students are more inclined and pressured to study full time, so it is unrealistic to get a lot of people doing a lot of volunteer work.

It is argued that in general we have two resources, money and volunteers. And we can use the one to support the other - especially in a year when we have more money. It is also important to be critical and evaluate if we decide to hire one more employee. It is added that other student councils have bigger secretariats than us.

A counterpoint is that people in the EC and chairmanship also get stressed because the work tasks are not divided more evenly between the EC/chairmanship and the board. And that it is not sustainable to hire one more employee this year.

In relation to that it is added that we get stressed because we put too much on our plate, and that this will not change if we hire someone to do more of our work.

A counterpoint is that by moving tasks away from the EC/Chairmanship they will automatically get more time to do the political work, they are elected to do and motivated to do. And have time to actually include people, who want to be part of the organisation.

It is asked if it would be possible instead of hiring one more employee we could instead have one more person in the EC. It is responded to this, that it could work, but potentially the EC would then get a majority in the board.

It is argued that having volunteers and employees is not a zero sum game. We can still divide more tasks to the board and have more employees. In other organisations the secretariats has helped developed the organisations.

It is also pointed out that the stress-element should not be underestimated. We have a long history of making people go down with stress, and it is therefore worth trying to see if one more employee could help with this.

It is argued that the Student Council is not a 100 % volunteer driven organisation, and that it shouldn't be. And that having paid positions doesn't mean that we cannot have volunteers as well.

	<p>It is argued that a lot of the tasks on the list are very important and that an employee could help make sure that they are not neglected when the EC and the board are very busy. Therefore it is a good idea to test how it would work to have one more employee.</p> <p>It is suggested to have some kind of volunteer position that might evolve into a paid position.</p> <p>It is argued that it is still important to have a look at all the tasks that the EU is doing right now and see if it is possible to delegate some of these to the rest of the board/other volunteers.</p> <p>A counterpoint is that the EC has been too stressed to make this list.</p> <p>It is argued that the committees rights now want to do more than they have time for, so it might be naive to think that board members have time to do a lot of the work the EC is doing, when they don't even have time to do the work they would like to do in their committees. By having one more employee it would be possible to do much more work than we are doing at the moment.</p> <p>It is argued that by having employees doing work we lose the knowledge in the board when the employee leaves. And it can be problematic if the employees stay so long, that they are the ones with the most experience.</p> <p>To hire people to coordinate the Roskilde Festival is one of the best investments in the Student Council in a long time. We do less work ourselves, and get money from Roskilde Festival. We have this discussion every year about the EC and chairmanship being stressed, the suggestion is always to include the board more, but it never works. Therefore we should do something permanently, by hiring one more employee, and we should do it now.</p>		
<b>Conclusions</b>	<p>We vote about whether or not we should hire one more employee for a limited period of time - decided by the EC.</p> <p>13 votes yes, 3 votes no. The proposal to hire one more employee passes.</p>		
<b>Action Items</b>	<b>Responsible</b>	<b>Deadline</b>	
Make a job advertisement	EC	Beginning of the next semester	



# Agenda Point 9

<b>Topic of Discussion</b>	Budget revision		
<b>Presenter(s)</b>	Louise		
<b>Discussion summary</b>	<p>Each year we get some money from RUC. If we don't use them we have to pay them back.</p> <p>This year we give one more person a honorarium, since none of our UB-members are part of the EC. This means that we will get a deficit compared to last year.</p> <p>It is suggested that instead of using our free assets to pay the chairman, we instead use some of the money from RUC, half of the chairman's honorarium can come from the operational subsidy and half from the political subsidy from RUC.</p> <p>We need to discuss where these money should be taken from in the budget, we need to find 48.000 kr.</p> <p>Suggestion to take 10.000 from election, 9.500 from campaigns, 5.000 from events, 10.000 from "gebyrer, programmer, apps", 6.500 from insurances and 7.000 from transport.</p> <p>It is asked why we used so much money on the election last year. This is explained party by the fact that we made some investments, e.g. the badge machine, and partly by the fact that the coordinators didn't stick so much to the budget when making decisions - because it was argued that the more we invested in the election the more likely it would be to win, and then we would get the money back.</p> <p>It is suggested to take some money from board meetings instead of election.</p> <p>A counterpoint to this is that we still have a lot of money for the election, and if we don't, we can take money from the event post. In addition to this we are a bigger board this year and more people show up to board meetings.</p>		
<b>Conclusions</b>	The proposal to take the money from election, campaigns, events, "gebyrer, programmer, apps", insurances and transport is accepted.		
<b>Action Items</b>	<b>Responsible</b>	<b>Deadline</b>	



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## Agenda Point 10

<b>Topic of Discussion</b>	Presentation and discussion of the Student Handbook
<b>Presenter(s)</b>	Pia
<b>Discussion summary</b>	<p>Pia has made an idea board for how the book is going to be structured, the pages, the layout etc.</p> <p>The Student Handbook needs to be more illustrating, write out the different internal things that are happening at RUC, the things you don't know when you start, but when you have been here for a while.</p> <p>The layout is suggested to be more like a "notebook", with doodles and handwriting, and more pages where you can be interactive. It can be either black and white or in colors.</p> <p>Each chapter has a symbol, e.g. #kvadratoden for the first "Welcome to RUC chapter", colors that match the front page.</p> <p>The pages, e.g. "what should I bring to the rustrip" in an illustrative way, an yearly calendar in a illustrative way, what you should follow on social media illustrated by a phone, a page with some kind of "bucket list"/challenges that everyone in the tutoring can be part of, an A-Z for RUC with different organisations/things at RUC listed alphabetically.</p> <p>Two suggestions for the table of contents. Either different colors or symbols.</p> <p>The book is going to include a welcome from rector, welcome from the chairman, welcome from the editor (suggestion to move the welcome from the editor to the first page), tutoring, welcome from tutoring chairmanship, what's it like to be a tutor, the word "rus" - what is it and where does it come from?, your study environment, student counselling, all the bach-students and international students, the social campus, the student house, who lives in the student house? (a page for each organisation), subject councils (a joint page), and then a page for each subject council,</p> <p>It is pointed out to have a specific page for the Student Council, instead of only some of our committees.</p> <p>The book will be between 45-50 pages. Last year it was 48 pages.</p> <p>It is nice to have adds in the books from unions, RIO etc. But if they</p>

	<p>advertise they should have a collective agreement (overenskomst).</p> <p>Remember to double check for correct grammar and spelling.</p> <p>It's very important to make clear that the book is from the Student Council. Include the logo etc.</p> <p>It is clarified that the book is for new bachelor students and it will be handed out during tutoring.</p> <p>Suggestion to include a lot of purple in the book.</p> <p>Add a tip in the book to add you course calendar into your personal calendar.</p>	
<b>Conclusions</b>	The suggestion for layout and content is really nice.	
<b>Action Items</b>	<b>Responsible</b>	<b>Deadline</b>

## Agenda Point 11

<b>Topic of Discussion</b>	Any other business
<b>Presenter(s)</b>	Conductors
<b>Discussion summary</b>	<p>We have been contacted by Katrine Ninn-Grønne, from RUC's communication and quality department. They are going to make their own kind of student handbook with more academic content and information about being in a study board, the academic council, how to do group formation etc. She would like someone from the Student Council do write these pages.</p> <p>It is pointed out that they already have something like this at Nat, and that we need to tell her not to call it "the student handbook". Signe Tolstrup will tell her this.</p> <p>Marcus is dropping out of RUC, because he wants to work with his hands instead. So this i his last board meeting. His seat in the UB will be filled by one of his alternates.</p> <p>Johan wants to thank everyone for a great meeting and some good debates, and hope that everyone will stay for dinner and funtimes.</p>



	The conductors apologize for not keeping the time, and hope that we will forgive them.	
<b>Conclusions</b>		
<b>Action Items</b>	<b>Responsible</b>	<b>Deadline</b>
Signe writes to the board about what needs to be written in RUC's Student Handbook.	Signe	

