

Involvement Decentral
Participatory Bodies
on Spending
'Studievoorschotmiddelen'

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Introduction

The Quality Agreements of Tilburg University, and more specifically the themes included in this agreement, were drawn up in consultation with the decentralized participatory bodies and established on central level. In the coming years, it will be up to the faculties to make extra investments within these themes that will further improve the quality of education.

In the 'Sectorakkoord wetenschappelijk onderwijs 2018', the Minister of Education, Culture and Science (OCW) and the Association of Universities in the Netherlands (VSNU) have made agreements on the quality agreements for higher education. This agreement includes that institutions give the right of consent to participatory bodies on the part of the budget that concerns the 'studievoorschotmiddelen', given that the 'studievoorschotmiddelen' are part of the headlines of the budget of the institution. It is up to the board and participatory bodies to further agree on a plan for the spending of these funds. The participatory bodies will be involved in a timely manner and will thus have the opportunity to propose ideas for the spending of the 'studievoorschotmiddelen'. In 2022, an assessment will be made of the realization of the plan up to and including 2021. One of the two criteria for this assessment is that the participatory bodies and other relevant stakeholders are sufficiently involved during the implementation of the plan.

Furthermore, drawing up proper agreements is only the start of the quality agreements. To make the quality agreements a success at our university and to achieve actual improvement of the quality of education, it is vital that we have a good monitoring process for the duration of the quality agreements. Not just in the sense of having a process that allows us to monitor the improvement of the quality of education but also a process that allows us to monitor if the decentral participatory bodies are properly and timely involved in the spending of the studievoorschotmiddelen.

In view of the above, student party Front has compiled a procesplan in the form of a timeline on how the decentralized student participatory bodies, program committees and Faculty Councils can be properly and timely involved in the spending of the 'studievoorschotmiddelen' and thus making it possible to easily monitor if these parties are properly involved. This timeline is based on the timeline that student party Dante has compiled for their faculty and takes into account the informing and training of new (student) members. This is necessary in order to ensure that both students and employees have sufficient knowledge of the 'studievoorschotmiddelen' and the quality agreements so they can properly participate in this process. Furthermore, all decentralized student participatory bodies and SAM support the content to this memo.

Student party Front asks the board to:

- Discuss the content of this initiative as soon as possible with the University Council
- Add this process plan, or an adapted / improved version, as an appendix to the Quality Agreements
- Appoint a responsible person according to the RACI model with the responsibility to ensure and enforce the adherence of this process plan.
- Closely monitor the spending of the 'studievoorschotmiddelen' and monitor that these funds are spent on education directly, in accordance with the Quality Agreements, TEP and the Tilburg University Strategy.
- Use the Quality Agreements for the spending of the 'Studievoorschotmiddelen' for the year 2020 and thus replacing the 'Guidelines studievoorschotmiddelen 2019 and 2020'.

Process plan

June

For the new members of the University Council and Faculty Councils, the university will provide a training on the budget and the quality agreements. This ensures that the members are well informed about the content of the quality agreements and where the 'studievoorschotmiddelen' can be spent on. This training is especially important for the new student members of the different faculty councils since student member change every year.

Start academic year

November

For the members of the program committees a training will be organized on the quality agreements. Since most student program committee members are chosen during the period May - October this training takes place in November. The respective student Faculty Councils parties, whether or not in cooperation with the University Council parties and/or university, will organize this training. This ensures that also program committee members are well informed about the content of the quality agreements and where the 'studievoorschotmiddelen' can be spent on.

February

At most faculties, the meetings of the program committees will take place in February. During these meetings, the program committees will consider which matters could be improved within the specific studies with the 'studievoorschotmiddelen'. The program committees know best which things can be improved within their specific study with the 'studievoorschotmiddelen'. This is why their input is so relevant. The different student members of program committees will combine the findings of these meetings into a general document that will be sent to the student members of the Faculty Council.

March

The student members of the Faculty Councils will write an initiative proposal for the spending of the 'studievoorschotmiddelen' for upcoming year. This proposal will include their proposed spending of the 'studievoorschotmiddelen' and will take the input from the general document of the program committees into account. As mentioned above, program committee members generally know best which things can be improved within the specific studies (Staff student Ratio, digitalization) and Faculty Council members generally know best which things can be improved on a faculty broad level (Student well-being, learning analytics etc.). By combining both views a proposal can be created which is supported by all decentralized student participatory bodies. This initiative proposal will be sent to the program committees, employee members of the Faculty Council and other relevant stakeholders so that they can give feedback / ideas / suggestions on the document. After all feedback is processed, the student members of the Faculty Councils formally submit the initiative proposal in the Faculty Council, after which the proposal will be discussed in the next Faculty Council meeting.

May - June

During this period, faculty boards start drawing up the budget for the following year. The (approved) initiative proposal forms the basis for the spending of the 'studievoorschotmiddelen'. If a faculty board unexpectedly chooses to deviate from the provisions of the initiative proposal, they shall inform the Faculty Council as soon as possible so that current and future (student) members of the Faculty Councils and Faculty Board can discuss this.

End academic year



July - August

If there are important developments related to the spending of the 'studievoorschotmiddelen' that require input from the Faculty Councils, the faculty boards maintain contact with the members of the Faculty Councils.

Start academic year

September - November

To ensure proper preparation, the budget must be sent to the Faculty Council at least two weeks before the Faculty Council meeting. This gives both employee as student members the opportunity to consult with their predecessors and/or request additional information from third parties (ISO / University Council Parties) prior to this meeting.

November - December

After the budget has been discussed, the Faculty Council and faculty board shall evaluate the followed process and, if necessary, implement changes.



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