

Agenda voorvergadering FR 23-09-2021, 14:30-17:00, MS Teams

Present: Arjan Louwen, Alexia Buurman (left at 15:47), Marie Kolbenstetter, Myrthe Sassen, Wicher Verhage and Daily Put

1) Setting the agenda

- Topics were sent to Marie in advance

2) Announcements & updates on FR introductions

- According to Milco Wansleben computers seem to be outdated. Not sure if it is an official complaint about from the digital archaeology department, but more about the computer lab. Wicher will follow up with an email to double check. Joanita Vroom send an email about Wouter Kool vs ISSC to keep the computers up to date.
- **DON'T SEND EMAILS TO MYRTHE'S WORK EMAIL!!**
- FR was introduced to the phd department as well by Arjan. No additional topics were brought up.
- Some questions in WA department mainly concerning the absence of public answer from the FB to the public Memos of the FR. This needs to be addressed by the FB, but also by resolving the issue of archive access from the FR (Daily oversees this)
- FR is concerned about the time period between receiving the documents and the FB meeting because there is simply not enough time to think about the topics and for an opinion.
- Janneke Mulder will no longer work at the faculty, so all the communication will go to Yvonne Haring. Alexia will send us the email of the new FB Secretary. Daily will email Yvonne and Wouter Kool to ask for access to the FR-email. Also follow up on digital archive, paper archive will go to Arjan's office.

3) Minutes of meeting 23-09-2021

- All agree

4) Preparation meeting with the Board (bijlagen to be sent by the board)

- Discussed the 'thuiswerken' document. Concerns about the start date. Questions were raised about the communication towards staff about the new besluit. Alexia elaborated a bit on it and emphasized that changing covid situation is creating different situations all the time. Question was raised on what the status is on the document.
- NPO Gelden (email needs to be forwarded to Arjan), we did not see the document before the FR/FB meeting. Questioning whether we can give input or if it is already decided.

5) Jaarplan discussion

- No board deadlines yet, also don't have the documents needed.
- Need to set up our own year plan with our own foci.
- Wicher will go to a green office meeting and share his notes with us for possible collaboration.

- Possibly contact university council buddies about deadlines for the faculty board.
- Myrthe briefly talked about the digitalization strategy, however it will take some more time before she can share details. We will revisit in January.
- Before the end of January we want to formulate concrete plans within the portfolios.

6) Text job vacancy

- Add: languages, FTE, Daily's email
- Think about: Hours, tasks (translating the documents), deadline (change to Nov 25)
- Discussion about the process of hiring. For now, all emails will be directed to Daily. He will forward to the replacement of Janneke Mulders

7) Rondvraag

- Meeting with Zoë van Litsenburg, not everyone has planned it yet
- Regulations for bringing students on fieldwork were discussed, Arjan will double check with the head of ITT.