

Policy plan Fv-FMG

2023-2024



Pegasus | Sarphati | Machiavelli | Kwakiutl/CASA | Comenius | Mercurius | SEC | VSPA

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1. Introduction

To start off our policy plan we, the 11th board of the Faculty Association of Social and Behavioural Sciences (Fv-FMG), would like to give an homage to the former board. Thank you for sharing your knowledge with us and giving us guidance into this year. We appreciate the work you put into the events of the year 22/23 and plan to live up to your example. This year our main goal is to create more feeling of unity amongst members, just like with previous boards. We also strive to make the Fv-FMG a more professional unit. Within this policy plan we will explain our pointers and the division of tasks.

2. General information

On December 16th 2010, the Student Association of the Faculty of Social and Behavioural Sciences was founded. This was due to the housing situation in which students of the UvA had difficulties in finding accommodation during their years of studying. In the academic year of 2013/2014 the Fv-FMG became an association of its own. The association consists of Cultural Anthropology Study Association (CASA), Comenius, Machiavelli, Mercurius, Pegasus, Sarphati, Sociologisch EpiCentrum (SEC) and Vereniging van Studenten in de Psychologie te Amsterdam (VSPA). In the present time, all associations have found a space of their own, however, we still believe that the Fv-FMG has not lost its function and is still of great value. The Fv-FMG takes an active part in connecting both the boards of the student associations and their members. We come together at the events, such as the party, which is a consistent success. We also come together in the Common Room, where students of all studies collide. This year, we want to keep the focus on bringing students together, whilst making the Fv-FMG a more professional association.

Next to the eight associations, the Common Room board and Faculty Student Council (FSR-FMG) are of great importance within the faculty, thus they have a part in the Fv-FMG Board. They do not have voting rights, but are present during our board meetings. The Common Room chair keeps us updated on issues regarding their space that we all use. The FSR represents all students of the faculty and the chair informs us of current issues and topics of discussion among students. They are crucial in their assistance of helping us understand the goals and interests of the students at the UvA.

Other bodies of vital importance of the Fv-FMG are the General Members Meeting (GMM), the Presidium and the Audit Committee. The GMM is the highest decision making body of the association. It is the place where members ask questions regarding the association. This includes the budget and policy plans and motions. They also have the authority to vote on such matters. There are two GMM organized per year, one in October and one halfway through the year. During the first GMM the old board presents its realizations and year report, after which they will be discharged. Next to that, the new board will be voted in after presenting their budget and policy plan. The goal of the second GMM is to update our members about the progress with a half-year report.

In the academic year of 2017-2018 two other internal bodies were set in place, namely the Presidium and the Audit Committee. The Presidium consists of a chair and secretary, and prepares and leads the GMM in collaboration with the chair and secretary. The Audit Committee, consisting of the previous treasurers, keeps an eye on the bank accounts, assists the Treasurer, and checks the budget plans.

3. Task division

Within this section we will explain how the tasks of the 11th board are divided. We will also explain what the tasks entail and what our plans are for our functions. The Fv-FMG board is made up of the eight chairs from the FMG associations. The board members are as follows: Saulė Jakučionytė (VSPA), Nora Steichen (Mercurius), Olema Omole (CASA), Marie Koning (Sarphati), Annette van der Kruijf (Pegasus), Wouter Meijer (Machiavelli), Bob de Bruijn (Comenius) and Karolina Baszkiewicz (SEC).

3.1 Chair - Annette van der Kruijf

As Chair the primary task is to take charge within meetings and set up an agenda. Within this task it is important to make sure all members are heard and participating. I plan to make it a priority to ask everyone for their input during meetings and will speak up when I feel board members aren't participating enough compared to others. It is also important to keep an eye on board members and see if they are doing well. This year I also want to ensure that communication amongst members is going well and ensure that outside of meetings the board members see each other in a friendly fashion. To achieve this we will plan to have drinks with just the Fv-FMG board members outside of UvA grounds. Next to the meeting an important task is maintaining relations with faculty staff, other studies associations outside of the FMG and other parties within the faculty. In particular the dean of the FMG, with whom I will organize two lunches for the chairs to attend. This year I will also be in charge of collecting and distributing the Study Active Certificates (SAC). These certificates are given to members of the associations when they have shown significant input.

3.2 Secretary & Coordinator Borrel Committee - Marie de Koning

As Secretary of the Fv-FMG, my primary task is making minutes of the board meetings. I also keep track of the Gmail inbox and answer emails. This way, I will try to maintain a professional communication style on behalf of the Fv-FMG.

I am also the coordinator of the Borrel Committee. The goal of the committee is to ensure that there are good social and personal connections between all board members of the Fv-FMG. One way to achieve this is by organizing a few different borrels (social drinks) throughout the year. The committee consists of 7 members and will be organizing 3 borrels. We also will be looking into reintroducing the annual football tournament, Scientia Calix.

3.3 Treasurer & Vice Chair - Wouter Meijer

The Treasurer oversees the finances of the Fv-FMG through creating a budget, keeping a healthy financial administration and having proper contact with the treasurers of the Fv-FMG committees.

The Vice Chair assists the Chair in their tasks, chairing when the Chair is not available and checking and controlling the Chair.

3.4 Coordinator Book Sale - Olema Omole

In my role as Booksale Coordinator, I manage communication between the FMG and Smartbooks, our booksale distributor. This entails maintaining open channels with study coordinators, our distributor, and the social science student body. I ensure that the board and students stay well-informed about essential details such as the book sale process, dates, and updates. I serve as a reliable point of reference for both the book sale community and the FMG board, offering guidance, information, and support to students, study coordinators, and other stakeholders.

Our primary objective this year is to simplify the book buying process, ensuring accessibility for all students. To achieve this, I collaborate closely with the FMG and book sales board to identify areas for improvement. Whether it's optimizing the online ordering system or coordinating efficient distribution methods, my focus is on enhancing the overall book sale experience.

3.5 Coordinator Acquisition - Bob de Bruijn

The Acquisition Coordinator takes the lead in making agreements with sponsors and sustaining ongoing communication with them. The role of the Acquisition Coordinator also involves providing direction to members of the Activity and Party Committee to secure sponsors for upcoming events.

The primary objective for this year for the FV-FMG is to secure as many agreements with sponsors and develop an effective acquisition strategy.

3.6 Coordinator Public Relations - Nora Steichen

As the public relations coordinator my role is to manage all social media accounts, which include LinkedIn, Instagram and Facebook. Moreover, I will be responsible for the Fv-FMG website which includes general information about the FMG, upcoming events, tickets, sponsorships, vacancies etc. My goal this year is to be more active on the socials and make the FMG more visible for students but also for companies and gain more sponsorships.

3.7 Coordinator Fv-FMG Activity - Karolina Baszkiewicz

As the coordinator of the FMG-Activity I have started and will coordinate the FMG-Activity committee, as well as be responsible for communication between that committee and the FMG board. Additionally, since the FMG Activity is every year a complicated event to organize, I will stay in contact with the former coordinator of the Activity, Kerem Aktolug, in order to make sure no mistakes are repeated. The knowledge gained in previous years will therefore not be lost, regarding for example the grant applications, location, and catering.

3.8 Coordinator Fv-FMG Party - Saulė Jakučionytė

As the coordinator of Fv-FMG Party the primary task is to supervise the committee that organizes the Fv-FMG party that takes part in April. The party is organized by 8 board members from all the Fv-FMG boards.

Pointers

4. Unity

A major goal for this year's board is to create more unity within the FMG. We want to create more familiarity amongst the students regarding the Fv-FMG and the board members of our association. Our opinion is that members don't have much knowledge about what the Fv-FMG is for and who we are. Therefore we have chosen two pointers. The first is to focus on contribution, aimed at the board members of the Fv-FMG. We would like to create an atmosphere in which board members actively contribute to the association. With a safe and open working environment we plan to all contribute to the best of our abilities. The second pointer regards our members. We would like to create more unity for our members by being more present on our social media accounts. Our goal is to use Instagram more actively so members stay up to date on our activities.

4.1 Contribution

Just like previous years, all associations will contribute to the financial aid of the Faculty Association by paying a contribution. The contribution will consist of a one-time payment of €50,- to the Fv-FMG. All member associations will contribute to a healthy working and social environment across the Faculty and its associations, to the benefit of the members thereof.

As Chairs of our respective associations, we will represent our individual associations in the Fv-FMG. Over the course of the coming year we will contribute to the Fv-FMG to the best of our abilities. The success of the Fv-FMG is deeply rooted in the collaborative efforts of its member associations, each of which is represented by dedicated and visionary leaders serving as chairs. This means we will focus on good communication, which takes place in our Whatsapp group and in our corridor. In this corridor are located the boardrooms of seven associations. With good communication we mean an honest and open one. By talking about our priorities and leveling our expectations we plan to allow each other space while still putting in an effort for the Fv-FMG.

We will all contribute to a safe environment within the Fv-FMG and to the best of our ability ensure that this year will have great events and activities for both boards and normal members of our association.

4.2 Promotion

The Fv-FMG is promoted on Facebook, Instagram and LinkedIn, where events and activities are posted to inform their members. The Facebook activity consists of a page and a group, whereas the group is used to keep the board members of the eight different associations updated about future events and activities.

Moreover, this is the third year where the Fv-FMG has its own website, which is handled by the PR coordinator. The website entails all important information about the FMG in general, the current and previous boards, the associations and official documents can be found on the website. Events, vacancies, sponsors and information about the booksale are incorporated in the website.

The last two years, the promotion of the FMG Association has been lacking and the board of 23/24 is considering to be more present on their socials, especially on Instagram, since it's the most used platform among students. Furthermore, a consistent promotion on Instagram, especially at the beginning of the academic year, will make the Fv-FMG more visible for students. Posting stories and reels is a great possibility to reach students and make them more familiar with the Fv-FMG.

5. Professionalism

The efforts we will make in order to increase professionalism within the Fv-FMG include ideas which we have discussed with each other during Fv-FMG meetings and have been given as advice by our predecessors. One example of this is the official email of the Fv-FMG. This email address has not been properly utilized in the past year, with many of the incoming mails being left unread or not having been replied to. If we were to use this email address as a primary way of communication with external partners, we reckon that this will increase the professional look of the Fv-FMG. Secondly, we would like to keep in closer contact with master students. We intend to do this by keeping in touch with MasCot, the masters committee of the Fv-FMG. Sanitary products are another subject we would like to expand. There has been widespread action to make these sanitary products free, if we, as the Fv-FMG are able to provide this to students, we can offer them something tangible and something which is in high demand. We think that this will further increase our professional outlook.

Furthermore, Mindfulness is a subject we would like to explore. As such a sizable association we deem it highly important to make our members feel safe and at ease.

5.1 Mindfulness

In light of our association's position within the social science faculty and our reach among students, we stand by the significance of mindfulness as a fundamental aspect of our professionalism. Mindfulness entails a conscious and considerate awareness of our actions, interactions, and responsibilities.

To integrate mindfulness into our association's operations, we recommend the following action point: Regular Self-Assessment: We will actively encourage all members, particularly those in leadership roles, to regularly engage in self-assessment. This process entails reflective contemplation of the potential consequences of their decisions on the broader student community, encompassing events such as General Member Meetings, FMG activities, and parties.

By mobilizing mindfulness in these contexts, we uphold our commitment to internationalism and critical thinking, reinforcing our association's dedication to inclusivity and responsible leadership.

5.2 Sanitary products

For a few years now, the bathrooms in the FMG corridor have been gender neutral. The previous FMG board implemented the concept of free sanitary products in all bathrooms in the corridor. We want to continue this initiative. The board thinks it is very important that all members of the Fv-FMG have access to sanitary products. Although most associations in the FMG corridor have sanitary products in their board rooms, asking for those products in person can be intimidating, so by providing products in the bathrooms, we want to make them more accessible. Providing sanitary products in both toilets is a positive step towards inclusivity. It's important to recognize that not only women menstruate, and some individuals may feel uncomfortable asking for sanitary products if they don't fit traditional gender stereotypes. By providing these products in both toilets, we are acknowledging the diverse needs of our students and ensuring that everyone has access to what they may require during their menstruation.

6. Masters

Most associations of the FMG are supposed to include their department's master students in events, which is not an easy task to accomplish. So far no steps have been made to provide any opportunities specifically to them on the faculty level. Therefore, this year we plan to discover some possible ways in which the Fv-FMG can contribute more to the experience of the master students of the social and behavioral social sciences at the UvA. We will contact the study advisors in order to communicate

with the masters' committee, MasCot, to keep them informed about the existence and actions of each association and the entire Fv-FMG, as well as maybe learn about possible collaboration with them.

7. Budget plan

The budget of this year and the expected costs incurred by the association this year follow trends set over the course of the last few years, taking into account the inflation over the course of last year.

In terms of the amount of tickets we need to sell; 650 and 100 for the Party and Activity respectively, the amounts were deduced together with Jasper Jonkers. From the savings account, €700,- will be taken to pay for changing the statutes and €50,- will be taken as a reservation for the credit card. We assume the Fv-FMG will get approximately €500,- from the Faculty in terms of subsidy for the bank- and website costs, and the acquisition officer will search €100,- for the Faculty Association.

8. Events

8.1 FMG Activity

The FMG Activity is an academic event including scholars from as many departments from the FMG as possible, as well as some external speakers. This academic year it will most likely be held in may. It is organized by the Fv-FMG Activity committee which consists of eight members, one from each association in the Fv-FMG, as well as a coordinator, who is a member of the Fv-FMG board. Each person will have a different role and supervise specific tasks within the committee. The topic, format, location, and allocation of the roles will be decided collectively. This year's committee members are: Victor-Andrei Catarambol (SEC), Zuzanna Rej (Comenius), Margherita Guardafreni (Mercurius), Youni You Hui Bottema (Pegasus), Lucas Peter Klerks (Sarphati), Eduardo Di Paolo (CASA), Mees Quitus Sengers (Machiavelli), Daniela Dvorakova (VSPA), Karolina Baszkiewicz (SEC).

8.2 FMG Party

The FMG Party is a party organized by the representatives of all 8 boards that are part of Fv-FMG. This year the party will happen on the 9th of April. The event is open to all Fv-FMG association members, and there are also some tickets available for non-members. The FMG party provides an excellent chance for all FMG students to meet members of their own associations as well as members of other associations. The party committee will try to be as mindful about the theme of the party as possible as to avoid any controversies or misunderstandings. It goes in line with our focus on mindfulness this year.

8.3 Borrel Committee

Throughout the year the Borrel Committee (BoCo) will be organizing 3 to 4 borrels. The borrels will have a different theme every time and are only accessible for board members of the 8 associations that are part of the Fv-FMG. The borrels are a great way for all board members to keep informal and healthy relationships. The dates for the borrels are yet to be decided.

9. Collaborations

9.1 BVC and Contract

This year, we are maintaining our partnership with Smartbooks (Vrije Universiteit). Following a somewhat challenging initial book sale last year, the efforts of last year's board paid off. The book sale went smoother this year and communication was more fluent. We are pleased that open and effective communication with the company is ongoing, facilitated by all parties involved, and we eagerly anticipate a productive and cooperative relationship in the year ahead.

9.2 Faculty Student Council (FSR)

Similar to other members within the Fv-FMG, the Faculty Student Council (FSR) plays a pivotal role in enhancing the overall educational experience of students within our faculty. The FSR serves as a vital link connecting higher education institutions within the faculty to the FMG. This crucial function is made possible through the unwavering support of Fv-FMG members.

In essence, the FSR fulfills an audit function concerning the operations of the Fv-FMG. In return, participants from the Fv-FMG convey their comments and concerns regarding faculty-related matters to the FSR. With students' best interests at heart, the FSR actively seeks answers and solutions to these issues. To facilitate this process, a dedicated FSR representative attends Fv-FMG meetings, ensuring seamless communication and collaboration.

Maintaining a close and constructive relationship with the Fv-FMG is of paramount importance for a successful year for both the FSR and the Fv-FMG.

9.3 Common Room

The Common Room serves as the central hub where all Fv-FMG students gather, making it an integral focal point for the Fv-FMG board. Recognizing that students utilize this space for various purposes,

including socializing and studying, the Common Room operates autonomously with its own dedicated board and set of rules, catering to the diverse needs of its members.

While not formally classified as a study association, the Common Room holds significant value as a collaborative partner. Consequently, it receives a standing invitation to Fv-FMG board meetings in an auditing capacity. During these gatherings, the Common Room's chair provides updates on their board's decisions and upcoming events.

Furthermore, as a gesture of appreciation for the valuable services rendered to their respective members, the boards of the Fv-FMG associations extend their support to the Common Room. This support includes volunteering for opening shifts and hosting a variety of social and academic events.

10. Conclusion

To conclude, the new board is excited and eager to get started. As the 11th board of the Faculty Association of Social and Behavioural Sciences we will work towards giving the association a more professional and representative image. We look forward to creating a strong bond amongst the associations. A priority this year is to promote open communication amongst board members and to create a friendly atmosphere. We will support each other where needed and make this year a good one. On top of this we will work towards renewing the statutes. All in all we look forward to this year of challenges.