**2018-2019 COUNCIL AGENDA**

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| **Month** | **Tasks** |
| September 2018 | * **Approval of the budget**
* Approval of the ARR
* Feedback on the accreditation report
* New composition of UCU C internal committees
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| October 2018 | * **Observations on course, track and thesis evaluations**
* Monitor the quality of the courses and discuss our observations with the Heads of the Departments
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| November 2018 | * Proposal on the *Kwaliteitsafspraak*
* Meeting with the BoS, the UCU Board in order to establish a closer working relationship.
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| December 2017 | * **Advice on the Quality Assessment Report**
* Joining the WOinActie national demonstration
* Discussing the remedial resources an employee has at UCU when a controversy arises between an employee and his/her immediate superior
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| January 2019 | * **Brief overview of the UCU activities during the Fall semester**

(Creation and distribution of a flyer) |
| February 2019 | * **Follow up on the *kwaliteitsafspraak***
* Setting up course evaluations meetings with the Heads
* Working on several initiatives such a yearly heads’ evaluations, the institutionalization of a policy that allows employees to access to a mediator (or external arbitrator) when a controversy arises, the creation of nursery room and the set-up of thesis monitoring form
* Updating the UCU community of our initiatives
* Sending a formal request to increase the paid hours the Council’s members get for their work.
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| March 2019 | * Working on course and track evaluations
* Reminding the Board the need to evaluate the BoS
* Organising a labour rights follow-up workshop (include bullying subject in the agenda).
* Helping to organize Council new elections
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| April 2019 | * **Observations on course and track evaluations**
* Providing advise to the BoS on new courses
* Working on the ARR (Sabine will send the ARR proposal at the beginning of April).
* Working on the EQAP and EQAR (Sabine will send the documents at the end of the April)
* Meeting with Sabine to discuss the outcome of the course evaluations at the end of the April
* Providing advise on improvements of course evaluations
* Sending the community an update of our activities.
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| May 2019 | * Remind teachers to allocate time for course evaluations
* Meeting with Sabine to discuss the EQAP & EQAR at the beginning of May
* **Providing advise on the ARR, EQAP and EQAR by mid May**
* Having a UCU Council training for the new members at the end of May.
* Meeting Bettina and Dirk to discuss the budget
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| June 2019 | * Sending a brief overview of our activities during this semester to the community at the beginning of the semester.
* **Commenting on the preliminary draft budget**
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| July 2019 | *The Council is on holiday* |
| August 2019 | * **Approval of the budget**
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