**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 |
| 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 |
| November 2018 | * Proposal on the *Kwaliteitsafspraak* * Meeting with the BoS, the UCU Board in order to establish a closer working relationship. |
| 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 |
| 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. |
| 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 |
| 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. |
| 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 |
| 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** |
| July 2019 | *The Council is on holiday* |
| August 2019 | * **Approval of the budget** |