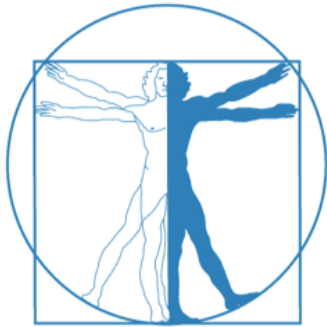


MINUTES GENERAL ASSEMBLY



Universalis

UCMSA UNIVERSALIS

Zwingelput 4
621 IKH Maastricht

PHONE
+31 43 38 85 492

EMAIL
info@ucmuniversalis.com

WEB
www.ucm-universalis.nl

DATE:

May 13th 2014

PRESENT:

Esmee Schoutens, Leanne Heuberger, Jan Litjens, Lorenzo Andreoli, Alice Paris, Svea Windwehr, Heidrun Kerl, Marijne Schijns, Anna Evans, Lucas Petrelli Hildebrandt, Cas van der Hoven, Julien Beuken, Jan Meijer, Olof van der Werf, Sarah Sayed, Sophia Palm, Mircea van der Plas, Emilie Frijns, Azia Lafleur, Laura van Hazendonk, Annika Kloos, Céline Corthouts, Ophelie Hue, Romy Verweij, Yagmur Masmaz, Laura Rahmeier, Annika Schwochow, Krishma Labib, Dominic Gohla, Christine Baljet, Alexander ten Cate, Finn O'Neill, Marlien van Liempt, Sofie Roehrig, Ines Venencie, Anne Lycia Ten Cate, Lucia van der Meulen, Lian Swinkels, Elena Klaas, Janine de Jong

MISSING: *Julie Lambin, Dina Amro, Sophia Jarvis, Rowan Field.*

Esmee Schoutens opens the General Assembly and explains the rules and regulations. She also presents the agenda.

BOARD UPDATES

President has been working on the mentor program, transition documents and policy manual.

Secretary has been making sure everything is running smooth.

Treasurer explains Study Store situation and asks audience what their opinion is.

- Ophelie Hue: Can we not order in advance?
 - Christine Baljet: Used to have this in place but didn't work so that's why we switched to the current system. Doesn't think this is a good option.
- Cas van der Hoven: Can you not ask for a discount?
 - Leanne Heuberger: They are basically a monopoly, have explored other bookstores but none are as efficient and cheap as this one
- Sarah Sayed: Can we not just keep the second hand book sale?
 - Christine: This has been a problem from the start, since before I started. If it keeps being a problem, I would just give it up.
- Leanne Heuberger: We will set a meeting with the Study Store and discuss the future with them.
- Esmee Schoutens: next board can make a motion implementing this.

PR Officer has been working on the day-to-day things, the website, and has been trying to use EleUM more to promote events. He has been thinking about poster policy (too many posters) so perhaps he will reinstall the agenda in the Common Room for next year to make sure everyone is updated.

Management Team: Approved request for training sessions at UM sports. Trying to work out a deal for that. Application date got moved up a month to March. Meet your future four times a year. Email about course registration, not allowing anyone that is late to get into the courses that they want. Everyone is hereby reminded to hand in course registration online. Around 200 new students will be joining us next year.

Merchandise and Sponsorships: A web store will be launched soon, which will mean we will not have so much stock left anymore. Models needed. John Mullins deal bit problematic, will update you as soon as we know more. Summer week coming up, second week of project period.

UCSRN: University College Student Representative Netherlands. Talking about internal structure board right now. As soon as we have something concrete, we will post it online and let everyone know.

AC: We still are in need of applications of science students. Don't need to approve their Board but would like to introduce a motion dictating this next year. Fixed date for a visit to Freiburg Thursday to Monday last week of reflection period. Mentorship program please sign up. FAQs catalogue will be finished before the end of the year. Let us know the questions you may have! Right not meeting with seven different bodies within UCM to talk about this. Museums trip.

INDEPENDENT BODY

Olof van der Werf: We have found three people joining the IB for next year, of which one person is absent. The other two, please introduce yourself!

Christine Baljet: 3rd year student, social sciences. Member of Board and AC before.

Sordjan Miletic: 2nd year student

Olof van der Werf: (About Maren Slangen who is absent) First IB half a year ago. Took a leave of absence, returning in September

Christine Baljet is approved.

Sordjan Miletic is approved.

Maren Slangen is approved

BOARD MOTIONS

MOTION ONE: INCLUSION OF REVISED STATUTES IN THE POLICY MANUAL

Submitted by UCMSA Universalis Board

- The motion reads:
 - *Article 1.7 shall change from:
“The 'Statutes' as referred to in this Policy Manual, are the akte van oprichting (foundation documents) signed on December 3rd 2002 under supervision of notary J.M. Ruyters in Maastricht.” to*
 - *“The 'Statutes' as referred to in this Policy Manual, are the akte van statutenwijziging (revised statutes) signed on September 10th 2013 under supervision of notary R.A. Thissen in Maastricht.”;*
 - There are no questions
 - The motion is approved with a clear majority
-

MOTION TWO: CONTRADICTING VOTING PROCEDURE

- The motion reads:
 - *The sentence “These changes need to pass a two-thirds majority vote at a GA” of article 2.5 of the UCMSA Policy Manual shall be changed into “These changes need to pass an absolute majority vote at a GA”;*
 - There are no questions
 - The motion is approved with a clear majority
-

MOTION THREE: NEWSLETTER

- The motion reads:
 - *The word “Weekly” in article 2.6 shall be removed;*
 - There are no questions
 - The motion is approved with a clear majority
-

MOTION FIVE: PRESIDENT ANNUAL REPORT

- The motion reads:
 - *The sentence “Writing the annual report and presenting this at the first General Assembly of the next semester.” of article 3.2.1.x. of the UCMSA Policy Manual shall be changed to “Writing the semester report and presenting this at the first General Assembly of the next semester.”*
- There are no questions

- The motion is approved with a clear majority
-

MOTION SIX: MOTION PUBLISHING

- The motion reads:
 - o *The sentence “The Board motions shall publish motions no later than two weeks before the General Assembly” of article 3.6.4. of the UCMSA Policy Manual shall be changed to “The Board motions shall publish motions no later than one week before the General Assembly”*
 - There are no questions
 - The motion is approved with a clear majority
-

MOTION SEVEN: UPDATE FINANCIAL COMMITTEE PROCEDURES

- The motion reads:
 - o *Article 4.2.2 shall change from: “Each Committee may be entitled to part of the semester budget as agreed upon with the UCMSA Universalis Board Treasurer and relevant Executive on the basis of the Committee’s annual budget proposal.” To:*
 - o *“Each Committee may be entitled to part of the semester budget as agreed upon with the UCMSA Universalis Board Treasurer and relevant Executive on the basis of the Committee’s Semester Plan of the respective semester.”*
 - There are no questions
 - The motion is approved with a clear majority
-

MOTION EIGHT: CONTACT DETAILS AND EXTERNAL RELATIONS

- The motion reads:
 - o *Article 4.2.7.iii shall change from: “Committees will obtain copies of signed contracts.” To:*
 - o *Committees will obtain copies of signed contracts relevant to the Committees’ activities”;*
 - o *Article 4.2.7.iii shall change from: “All contracts and invoices will be sent to the UCMSA Universalis mailbox: UCMSA Universalis, Zwingelput 4, 6200 KH Maastricht, The Netherlands. Alternatively contracts and invoices can be submitted in the UCMSA Universalis mailbox in the green room or in the Treasurer’s inbox in the Board room.” To:*
 - o *“All contracts and invoices will be sent to the UCMSA Universalis mailbox: UCMSA Universalis, Zwingelput 4, 6211 KH Maastricht, The Netherlands. Alternatively contracts and invoices can be submitted in the UCMSA Universalis mailbox in the green room”;*

- Alexander ten Cate: Who decides which contracts are relevant to whom?
 - o Esmee Schoutens: We do because we sign the contract.
 - Cas van der Hoven: Are contracts in general available to all members?
 - o Esmee Schoutens: Yes.
 - The motion is approved with a clear majority
-

ACADEMIC COUNCIL MOTIONS

MOTION ONE: BUDGET

- The motion reads:
 - o *The Universalis Academic Council shall receive a budget based on a budget proposal, which will be allocated on a project-by-project basis per semester rather than a fixed amount. This allows for growth and development of initiatives taken by the AC.*
- Jan Meijer: What does this mean?
 - o Anna Evans: We will request budget on a per project basis
- Jan Meijer: At the beginning of the semester or once the project starts?
 - o Anna Evans: At the beginning.
- Cas van der Hoven: can you explain how the AC projects are growing?
 - o Anna Evans: *new body, taking on more projects, projects are getting larger*
 - o Heidrun Kerl: We would like a bonding activity for the AC, just as the Social Board has, which would cost 250 euros which is half our budget.
 - Dominic Gohla: how is a board bonding legitimized?
 - Heidrun Kerl: You can ask the same about Universalis
- Yasmin Bentley: Will this be in semester plans?
 - o Heidrun Kerl: Yes
- Jan Meijer: Isn't this the case right now? What would change if this motion got accepted?
 - o Anna Evans: We now get 5%, and would have to discuss with the treasurer of Universalis if we want more.
 - o Jan Meijer: So this would mean that the budget would not have to be approved by Universalis but by the GA?
 - o Heidrun Kerl: Let's move to the next motion to explain
- The GA moves on to the next motion.
- Returning to this motion to vote, some more questions are raised
- Sarah Sayed: Would the GA have to accept your proposal?
 - o Leanne Heuberger: The AC can make budget proposals, the Universalis treasurer should approve it
- Julien Beuken: The 5% was invented to create independence for the AC why change it?
 - o Anna Evans: This is not about autonomy; this does not reduce

AC's independence. Universalis wants the GA to ratify finances and so do we.

- Voting: 16 are for. 19 against. 4 abstain.
 - The motion does not pass.
-

MOTION TWO: BUDGET ADJUSTMENT PROCEDURAL GUIDELINES

- The motion reads:
 - o *The article 8.1.5 “ I. At the beginning of every semester, at least 5% of the UCMSA Universalis budget shall be allocated to the Universalis Academic Council. This amount can be increased upon agreement between the UCMSA Universalis Board and the Universalis Academic Council. II. The Academic Council shall publish a budget proposal before every budget General Assembly. Members can submit motions to modify the allocation of the budget. The budget proposal and motions are voted upon at the budget General Assembly.” will be changed to*
 - o *“The Academic Council shall propose a budget proposal to the UCMSA Universalis treasurer two week before every budget General Assembly. This budget proposal shall be incorporated in the UCMSA Universalis budget and presented at the budget General Assembly. Members can submit motions to modify the allocation of the budget. The budget proposal and motions are voted upon at the budget General Assembly.”*
- Cas van der Hoven: Notices that the due date is not streamlined with the due dates of all other committees.
 - o Heidrun Kerl: AC will change this
- Dominik Gohla: How much money have you used of your €500 so far.
 - o Heidrun Kerl: Biggest change is the bonding between the members.
- Dominik Gohla: Universalis Board needs some kind of bonding; AC does not need this necessarily, noticing that FC also does not do this.
- Cas van der Hoven: Only thing you need the money for right now is the bonding?
 - o Anna Evans: No that is not what this is about. This is about equality; if they get the money, we should as well. Also, we need to take into account growth and development; it is a dynamic procedure, not static.
- Jan Meijer: You are assuming the good relationship with the Universalis Board will continue in the future? I would not count on this. Budget came about because Universalis Board wanted to give


some autonomy to the AC. The only thing that changes now is that the Board and the AC will need to agree beforehand.

- Heidrun Kerl: It is already like this.
 - Jan Meijer: But no, now you do not have to talk so much to the Treasurer. They do not have to agree. I can foresee that the next Board will already have problems with your bonding weekend, which may cause some frictions, thus the relationship will deteriorate.
 - Dominic Gohla: what specifically do you need more money for? What did you spend this semester's budget on?
 - Anna Evans: we'd like to increase our events and make them more streamlined because they are at the benefit of Universalis.
 - Anna Evans: This proposal is about saying that the 5% is a defunct clause
 - Leanne Heuberger: Realistically if you do this, the Universalis treasurer can say no to what you ask.
 - Anna Evans: That's ok
 - Julien Beuken: What is the nature of the museums trip? Why not let a committee do this?
 - Anna Evans: Meant to enrich academic community
 - Heidrun Kerl: We also approached ExCo, hard to collaborate with them, decided to plan ourselves
 - It was noticed that voting on this is unnecessary because the previous motion did not pass
 - Ad hoc to change deadline to semester planning.
 - Voting on the ad hoc: approved with a clear majority
 - Voting on the changed version of the motion: 8 for. 20 against. 10 abstain.
 - Motion does not pass.
-

MOTION THREE: PROCEDURAL GUIDELINES

- The motion reads:
 - *The Universalis Academic Council should have their own article propose article 8: Universalis Academic Council with all sub-point mentioned in article 8.1. This would then change article 8: Other organizations & bodies to article 9.*
 - There are no questions
 - The motion is passed with a clear majority
-

UNIVERSALIS BOARD STRUCTURE

President	Managing the Board and developing a vision for the association.		President	Managing the Board, developing a vision for the association, and sending out the bi-weekly newsletter.
Secretary	Managing the logistics such as room bookings, schedules, and supplies.		Secretary	Managing logistics, responsible for maintaining the website and Facebook page, and arranging the book sales with Study Store.
Treasurer	Managing the Universalis finances and Study Store.		Treasurer	Managing the Universalis finances.
PR Officer	Responsible for promotion through the newsletter, website, posters, and the Facebook page.		Freshmen Executive	In direct contact with 5 committees and responsible for Intro Days, the Mentor Program, and merchandise.
Executive 1	In direct contact with 5 committees and representative in the Management Team.		Internal Executive	In direct contact with 5 committees, the representative in the Management Team and responsible for promotion through posters.
Executive 2	In direct contact with 5 committees and the representative of UCSRN.		External Executive	In direct contact with 5 committees, the representative in UCSRN, and responsible for sponsors & partnerships.
Executive 3	In direct contact with 5 committees and responsible for merchandise and sponsorships.		Secretary	

- Jan Meijer: Won't the freshmen executive have a peak and then nothing to do?
 - Esmee Schoutens: We thought about this but they also have other tasks. Also, there exists flexibility within this structure.
 - Alice Paris: Possible they will receive some other tasks such as promotion as well
 - Svea Windwehr: If we start the tradition of an intro camp, this will also be a lot more work.
 - Esmee Schoutens: We also might consider working with teams again.

- Marlien van Liempt: What if the teams will not work? Lots of work in the beginning
 - Esmee Schoutens: That's a good point, we will have to see if it works in practice as well
 - Svea Windwehr: We had a team for Christmas week, worked pretty well.
- Lorenzo Andreoli: We have changed the structure according to other UC's because we found we were stepping on each other's toes, other Boards have 5-6 people also.
- Dominik Gohla: What about contact with FC?
 - Esmee Schoutens: President.
- Annika Kloos: Management Team mentioned that if you take one position away, it might be hard to add it again if the workload gets too high. Also, they mentioned that if we get rid of the PR Officer, could be difficult to get a coherent structure as it was up until now
 - Cas van der Hoven: We talked about this with the Board; Jan is working on some poster templates. Also, the agenda in the common room, will this be allocated to one person?
 - Esmee Schoutens: It is up to the Board to divide these tasks. This is not an exhaustive list of tasks.
 - Alexander ten Cate: Will there be some sort of evaluation procedure? I like it but how will you know if it is successful?
 - Esmee Schoutens: We could propose an evaluation procedure in the next GA to hear back from the Board.
- Jan Litjens: About division of tasks - there have been lots of struggles with the new website, new person will only need to update. Different ways of communicating with students and also stimulate committees to make their own posters, because this is most time-consuming within my position. It is possible to divide these tasks, but if we want to increase the number of tasks this might be a problem.
- Dominik Gohla: I feel like the Board has discussed this a lot and they know what to do. I don't find this discussion very productive.
 - Esmee Schoutens: Well we wanted our members to know and be updated. There are two options now: 1. We accept this new board structure or 2. We reopen applications for PR officer
- Jan Litjens: Would it be possible to not get rid of the extra funding yet, during the evaluation we decide we need to get another position. So give us basically half a year to try this out?
 - Alice Paris: I had the same thought. I think they could be flexible, but cannot say for certain.
 - Dominik Gohla: FC is also flexible so should be alright

MOTION FOUR: BOARD MEMBERS

- The motion reads:
 - *The sentence "The UCMSA Universalis Board consists of seven members..." of article 3.1.1 of the UCMSA Policy Manual shall be changed to "The UCMSA Universalis Board preferably consists of seven members..."*

- There are no further questions
 - The motion is passed with a clear majority
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Emilie Frijns is introduced as the new President of Universalis for fall 2014- Spring 2015. She introduces her other Board members and asks them to introduce themselves quickly:

Secretary: Anne Lycia ten Cate

Treasurer: Lian Swinkels

Freshmen Executive: Lucia van der Meulen

Internal Executive: Elena Klaas

External Executive: Janine de Jong

All are approved.

Esmee Schoutens gives a loving and touching farewell speech for the current Board. Jan Litjens thanks Esmee for her dedication and efforts.

There are no more questions.

Esmee Schoutens closes the General Assembly

It's Drinks time!

