

Policy Plan SamenwerkingsOverleg Faculteitsverenigingen

2024-2025

XXXIVth board



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*Noah Neijenesch (They/Them) - Secretary*

*Bo Naber (She/Her) - Treasurer*

*Iris Nieborg (She/Her) - Political Chair*

*Colin Claessen (He/Him) - Vice-Political Chair*

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## Preface

Dear reader,

It is with great pride that the XXXIVth board of SamenwerkingsOverleg Faculteitsverenigingen (from now on referred to as 'SOFv') officially presents their policy plan for the upcoming academic year. In this plan you can find a summary of values, goals and practical information that the board of SOFv wants you to know, in order to familiarise yourself with the umbrella association for study organisations of all faculties of the Radboud University and with the policies of their XXXIVth board.

The board of SOFv encourages you to read this document thoroughly and is looking forward to hearing your questions and remarks during the coming transition general members assembly.

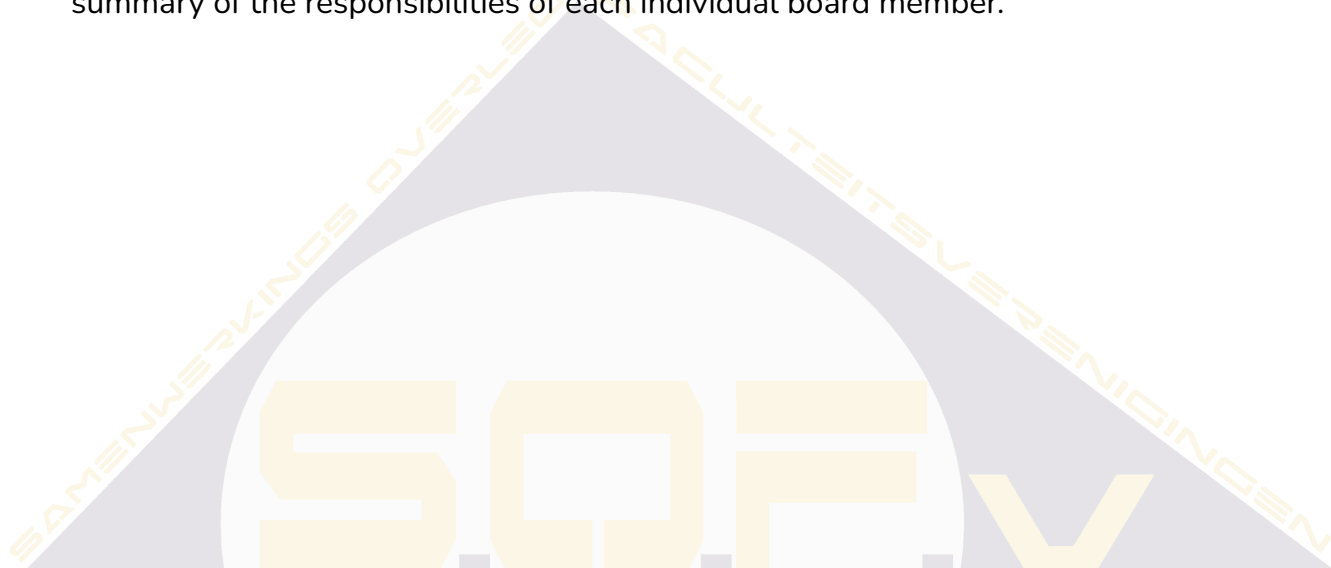
Kind regards,

Jikke Huber	( she / her )	Chair
Noah Neijenesch	( they / them )	Secretary
Bo Naber	( she / her )	Treasurer
Iris Nieborg	( she / her )	Political Chair
Colin Claessen	( he / him )	Vice-Political Chair

The XXXIVth board of SamenwerkingsOverleg Faculteitsverenigingen 2024-2025

## Summary

This Policy Plan consists of nine parts, with the first two parts being a prefix and this summary respectively and the final being an epilogue. The third part contains general information of SOFv, which is comparable to that of prior years. The fourth part consists of the general occupations of SOFv. The first focus point to be discussed in this part is the goal of the XXXIVth board to enhance the professionalism of SOFv and its member organisations by, among other things, translating the so-called 'USR updates' and creating an HR template for member organisations. The fifth part will discuss the various formal and informal activities that SOFv will organise this year. The sixth part will describe how the board will strive towards the goal of increased wellbeing. The seventh part will describe the relations between SOFv and other organisations. Finally, the eighth part will be a summary of the responsibilities of each individual board member.



## 3. SamenwerkingsOverleg Faculteitsverenigingen

### 3.1 Origin

Het Samenwerkingsoverleg Faculteitsverenigingen (SOFv) was founded on 11 April 1991. SOFv is the umbrella association for all study organisations of the Radboud University in Nijmegen. The board of SOFv consists preferably of members of different studies and preferably from different faculties as well.

SOFv has three main functions:

1. **Represent:** SOFv represents member organisations on different levels.
2. **Inform:** SOFv conserves, shares, and gathers knowledge important to the member organisations, varying from formal rules to informal traditions.
3. **Facilitate:** SOFv facilitates the contact between member organisations by both actively and passively acting as a connector.

These three goals come to expression at the General Member Assemblies (gmas) of SOFv. These gmas take place every six to eight weeks. During the gmas, member organisations can ask their questions, give their opinions and vote on various matters. After the gma they can talk to each other in an informal setting during the after drink in de Ondergang.

### 3.2 Goals

Besides the three main functions of SOFv, the XXXIVth board aims to improve and reach certain other goals during the coming year. These are summarised below for your convenience.

- Keep SOFv an approachable entity;
- Increase the professionalism of SOFv and member organisations;
- Sustain the active presence of SOFv on their social media accounts;
- Increase the amount of involvement, visibility and input from member organisations;
- Advocating for the interest of member organisations and their respective board members;
- Working to promote wellbeing;

- Offering support to member organisations where necessary and possible.



## 4. General

### 4.1 General Member Assemblies

The General Member Assemblies (gmas) take place just before the end of every cycle of the University Student Council (USC). The dates on which these gmas take place are communicated to all member organisations in the year planning.

All gmas will be held in English. However, board members are allowed to ask questions in Dutch if they feel more comfortable speaking this language. The board of SOFv will always translate the question, in order to make it clear to all present board members.

Furthermore, relevant documents of the USC will be presented to the members during gmas.

In addition, SOFv will invite guest speakers to a gma, if the board believes that the speaker can help the member organisations with current situations or if they are in any way believed to be interesting for their members.

Just like the previous two years, the XXXIVth board implements a mandatory notice of absence 24 hours prior to the gma with a valid reason. Boards must notify their absence with a valid reason at least 24 hours before the gma. A list of valid reasons for absence was created during the gma on July 3, 2024. This list can be found on the SOFv website and will be attached to the invitation to the gma invitation emails.

The XXXIVth board will follow the established HR rules and the established list of valid reasons, applying case based decision making (*NL: maatwerk*) where needed. Attendance to gmas helps both SOFv and member organisations. For the same reasons, the board of SOFv would like to request all member organisations to prepare themselves well, by reading all sent documents prior to gmas.

After the end of all gmas, after-drinks will be held at 'De Ondergang' in order to encourage informal contact between board members of different organisations. After that, the after-drinks will continue in a bar in the city centre. Which bar will be clearly communicated beforehand. Both the after-drinks held in 'De Ondergang' and the after-after drinks in the city centre will be open to all board members.



## **4.2 Room Visits**

Just as in previous years, the board of SOFv will schedule room visits with board members of the member organisations. The main goal of these room visits is to give the boards more insight on what SOFv membership entails and where SOFv can be of assistance to the boards. Additionally, the room visits offer a great opportunity to strengthen the relation between SOFv and member organisations. Next to that, room visits are an excellent moment for the Political Chairs to gain input for the USC. The board of SOFv strives to start with the room visits in September and finish all room visits around the end of October.

A second round will be planned halfway through the year, in February, with the member organisations that wish to plan another room visit. This round will not be mandatory, but the XXXIVth board is always open to organise another round of room visits for those member organisations who want to. The board of SOFv prefers to have the room visits take place in the boardrooms of the member organisations. If this is not possible or a board prefers another location, the board of SOFv is open for alternatives.

## **4.3 SOFvice Hours**

The XXXIVth board will continue having SOFvice hours, but will not automatically have a predetermined theme. However, when the need arises, a SOFvice hour might still be themed. The board decided to make this change as the themed SOFvice hours were not as successful as hoped during the previous year. Board members are of course still welcome to ask any questions and have a cup of coffee or tea. In order to try and make the SOFvice hours more accessible the board will poll during which days most board members are available to come by.

## **4.4 Databases**

The XXXIVth board will continue to use and maintain the database, which serves as a resource for organisations seeking inspiration for locations such as study trips, gma venues, or juridical persons. The XXXIVth board plans to update this database by adding new locations suitable for hosting large activities, such as barbecues. This will be accomplished by reaching out to organisations through room visits and emails. The existence of the database will also be promoted throughout the year to new boards. The XXXIVth board believes that this is a valuable tool for sharing

knowledge, making it essential that all member organisations are aware of its existence.

## **4.5 Corporate Identity**

The Corporate Identity will remain mostly the same, but the XXXIVth board will add a watermark on official documents like minutes instead of having SOFv's information at the top of the page. The board finds that this provides an overall cleaner look for documents.

## **4.6 Social Media**

### *4.6.1 WhatsApp*

The 'SOFv Announcements 24/25' group chat on WhatsApp will be used for PR messages regarding SOFv activities, training sessions and workshops, reminders for these events and other announcements that might be relevant to share via WhatsApp. WhatsApp will be the board's main platform to communicate to member organisations. Other social media platforms and email will be used alternately when the board feels it is relevant to share PR and announcements on SOFv's other platforms.

Only the XXXIVth board of SOFv is able to send messages in the announcements group chat. There is also an informal group chat called 'Boards 2024/2025'. This group chat is only used for informal communication between boards, not for PR messages of SOFv. Everyone is able to send messages in this group chat. All board members who want to can join both of these group chats.

### *4.6.2 Instagram*

The Instagram page will primarily be used for sharing PR for SOFv activities and gmas, training sessions and workshops. Additionally, the board will post recaps of SOFv activities and use Instagram stories to further promote activities, trainings and workshops. To ensure that everyone is okay with pictures of them made during activities being used in promotional messages and recaps on Instagram, a checkbox question will be added in the registration forms. This way, participants can notify the board if they do not want pictures to be taken of them during activities to be used on Instagram.

### *4.6.3 Website*

The website will be regularly updated with promotion on the upcoming activities. All information provided on the website will be kept up to date and relevant. A page regarding information on V.O.S. will be added.

### *4.6.4 LinkedIn*

On the LinkedIn page, the XXXIVth board will continue promoting the gmas, afterwards sharing a post highlighting key topics discussed during these meetings, and promoting initiatives like the DEI handbook to give outside parties an insight of what SOFv is working on. The board also wants to keep up the personal touch that the XXXIIIrd board added by posting the board introductions. This way people will remain updated with who the face of SOFv is year after year. More information on how the board would like to expand the use of LinkedIn to enhance professionalism can be found in point 4.7.4.

### *4.6.5 Facebook*

The XXXIVth board will not be using the SOFv Facebook page as a medium for PR or other posts. It will still be online, but will stay inactive throughout the year.

### *4.6.6 Canva*

The XXXIVth board is planning on buying Canva Pro for this academic year. The XXXIIIrd board used Canva Pro to create their social media promotion because the Treasurer had bought Canva Pro for their own personal use and additionally used it to create the promotion for SOFv. The XXXIIIrd board had a very positive experience with the programme and highly recommended the XXXIVth board to keep using Canva Pro in order to be able to sustain the social media presence of SOFv on the same level as last year. Thus, the XXXIVth board wants to purchase Canva Pro for this academic year. These extra costs of €110,- will be covered by the sponsorship income.

## **4.7 Professionalism**

### *4.7.1 USC Updates*

During each gma, the Political Chairs will report on the matters that have been discussed in the USC cycle. At the gma, this report will be called a USC update.

These updates often contain jargon and might be viewed as difficult to read. The XXXIVth board will continue to offer the updates in English, but the GMA will also be provided with a report written in Dutch. The goal is to enhance the understanding of what the Political Chairs and the USC are working on and stimulate member organisations to deliver input that can be used in the USC. More about these aforementioned cycles and how they operate, can be read in paragraph 8.4: Political Chair.

#### *4.7.2 HR template*

The XXXIVth board will look into the option to create an HR (House Regulations) template for member organisations. This template will provide the basics for creating an HR. By creating this template, the board aims to provide support to member organisations that need assistance in developing their own HR. The XXXIVth board will assess among member organisations whether there is a need to develop this HR template. If so, it will be created.

#### *4.7.3 Standardised thank-you gift for external parties*

In the interest of maintaining a professional image, the board will begin using a standardised gift to thank external parties or speakers. The gift will consist of a small item featuring the SOFv logo.

#### *4.7.4 LinkedIn*

The aim of the XXXIVth board is to continue expanding the presence of SOFv on LinkedIn by also promoting all formal activities, trainings and workshops on this platform. The board wants to further increase the professional image of SOFv to external parties and university departments by using LinkedIn in this way.

#### *4.7.5 General Members Assembly Information SOFvice hour*

The XXXIVth board is going to dedicate one of its SOFvice hours to providing information on gmas. Member organisations will be provided with information, but they also have the opportunity to ask questions. The goal is to provide information and guidance to especially those who might be unfamiliar with organising a gma.

## 4.8 Subsidies

SLIM has announced some changes in the subsidies that SOFv was able to grant their member organisations for the last few years. The changes will be further explained below per subsidy.

### 4.8.1 Collaboration subsidy

SLIM has decided to stop offering the collaboration subsidy. The university has to make budget cuts this year, which results in SLIM having to take measures to cut down on spending. The collaboration subsidy was hardly used the last few years and if used, the requested amounts were quite low in comparison to the group travel subsidy. The choice was therefore made to stop offering the collaboration subsidy.

### 4.8.2 Wellbeing subsidy

SLIM has also decided to stop offering the wellbeing subsidy. This subsidy was paid from the budget allocated with the aim of improving student wellbeing after the COVID-pandemic. This budget has been fully spent. As the university is making budget cuts and there are multiple faculties who offer a wellbeing subsidy of their own, SLIM has made the choice to stop offering their wellbeing subsidy.

### 4.8.3 Group travel subsidy

Stopping the collaboration subsidy is not enough to guarantee that the necessary budget cuts will be achieved, which means that SLIM has decided to sharpen the regulations for the group travel subsidy as well. These changes in the regulations have been made in consultation with the XXXIIIrd and XXXIVth board of SOFv. The group travel subsidy has been going over the allocated budget for the past few years. In the academic years of 2021-2022 and 2022-2023, a lot more people were eligible for the group travel subsidy as there were no group travels the years prior due to COVID. In those academic years, it was acceptable to go over the allocated budget for the group travel subsidy because SLIM had hoped this increase in requested subsidy would slow down in the years after. This did not happen, as the group travel subsidy once again exceeded the allocated budget with €20.000,- in the academic year of 2023-2024. Given that the spending has not slowed down, SLIM has decided to sharpen the regulations for the group travel subsidy in hopes of staying under the allocated budget this academic year.

Below, all changes in the regulations are highlighted. More details on the changes can be found in the new regulations. These can be found on the website of SOFv and are attached in the invitation email for this GMA. If there are any further questions about all these subsidy changes, please contact the XXXIVth board of SOFv.

- All students going on the group study trip have to be enrolled at Radboud University as a fulltime student, also during the trip.
- Each student can apply for a subsidy a maximum of two times during their studies. Once in office (board or travel committee) and once as a regular member. If a student is a board member one year and part of the travel committee the next year or the other way around, the maximum of two times applies to that too.
- The group study trip has to last at least three days, including travel days.
- Member organisations are eligible for subsidy on one organised group study trip per academic year.
- The board of the member organisation is ultimately responsible for the group study trip and thus only the board can submit the final application for the subsidy to the SOFv Treasurer, not the travel committee.
- The final application has to be complete and correct no later than four weeks before the first day of travel. If the application is incomplete and incorrect at the expiry of the deadline, the right to grant will be forfeited. SLIM and the XXXIVth board advise organisations to coordinate with the Treasurer of the XXXIVth board well in advance to ensure that the documents are complete and correct before final submission.
- There is a contact person from the programme/faculty who guarantees the scientific nature of the trip and who writes and signs the scientific guarantee. They can't only have signed the scientific guarantee, they have to have written it as well.
- All subsidy amounts per eligible student have been lowered by €25.
- The final application has to contain an itemised budget of the trip, showing all income and expenses. This therefore also has to include subsidies from the faculty and the group travel subsidy from SLIM.
- At least one supervisor will accompany the group study trip. This supervisor is an employee of the faculty/programme who can guarantee the scientific nature of the trip.

## 5. Activities and Committees

Every year, SOFv organises a number of activities. In this section of the policy plan, the board will provide a short introduction to the activities they are planning to organise this year. The board is also planning on setting up one committee this year. This will be briefly introduced as well.

### 5.1 Formal Activities

#### 5.1.1 External Affairs Training

This training is mainly meant for External Affairs Officers (or related/similar functions), but of course, also open for other board members, if they are interested. The training will primarily focus on pitching, effective negotiation strategies, and making contracts. The XXXIVth board will possibly change the name of the training to better align it with the topics discussed during the training.

#### 5.1.2 Training How-to-Chair

This training is designed to provide new board chairs with tips and tricks for leadership and facilitation skills. This training will focus on effective meeting management, group dynamics and decision-making skills. Adding to that, there will be room for discussion among chairs to enable them to share experiences and help each other with challenges. This training will be organised by the Chair and the Political Chair of the XXXIVth board of SOFv.

#### 5.1.3 Bedrijfshulpverlening/Emergency Response Course

The XXXIVth board regards the safety and physical wellbeing of both the associated board members as well as the members of their respective organisations as very important. SOFv will therefore continue to offer Emergency Response Courses (*in Dutch: Bedrijfshulpverlening, or in short BHV*) to provide participants with the tools necessary to navigate various types of emergency situations. Furthermore, the course will also provide participants with knowledge specifically pertaining to the campus of the Radboud University. The course, which will be offered in Dutch and in English, will be provided by a professional first responder and will be free for SOFv members.

#### 5.1.4 InDesign Workshop

The XXXIVth board recognises that many member organisations use InDesign for various tasks. SOFv will organise a workshop that expands the knowledge of board



members or the members of relevant committees on the digital program. As opposed to previous years, the workshop will not contain a photoshop element.

### *5.1.5 Social safety training for board members*

The XXXIVth board will organise a social safety training session for board members in collaboration with the organisation *GELIJKSPEL*, specifically focused on ensuring a socially safe environment within their organisations. The training will be focusing on how to address and manage the topic of social safety as a board member.

### *5.1.6 Taxes*

Given the multiple questions the XXXIIIrd board received last year from several member organisations regarding the rules for taxes for student organisations, the XXXIVth board wants to continue to provide information on the matter. There has been a meeting with H. Bresser (a teacher of Tax Law at Radboud University), SLIM, the XXXIIIrd board of SOFv and the XXXIVth board of SOFv about how to provide member organisations with more information about taxes adequately. These ideas will be further developed by the XXXIVth board in collaboration with Harrie Bresser, SLIM and perhaps other teachers of Tax Law or tax advisors. The XXXIVth board considers taxes an important theme and aims to continue to provide help and information to member organisations regarding this topic.

An example of how the XXXIVth board wishes to provide this help and information is by inviting a speaker to talk about the rules regarding taxes for student organisations and how to do a tax return as a student organisation during a gma. If after this gma there are many more questions regarding this topic, the XXXIVth board will look into organising a workshop on this topic together with a tax specialist. Next to inviting a speaker and possibly organising a workshop, the XXXIVth board aims to make a handbook on how to do your taxes as a student organisation that will be made available for all member organisations.

## **5.2 Informal Activities**

### *5.2.1 New Boards Get Together*

This activity was focused on all the new board members from member organisations, who were invited to meet and connect with one another. The goal was to provide an opportunity for board members from different organisations to meet each other and get to know board members outside of their own boards.



During this activity board members got mixed in different groups to play some games. This was a way to meet board members from all the different organisations.

### 5.2.2 After-CoBo Activity

In January at the end of the CoBo season, after most constitution drinks have taken place, the SOFv board will organise an After-CoBo Activity to celebrate the season's conclusion together. During this event, the winners of the 'Brassement' (which is a ranking of the boards with the most *brass attempts*) will be announced and there will be after-drinks afterwards. This activity is an opportunity for all the boards to come together and reconnect at the end of the CoBo season.

### 5.2.3 Cantus

The XXXIVth board will organise a cantus, inviting all board members from member organisations to come together to sing, toast, and celebrate the traditions of a cantus.

### 5.2.4 Gala

This year, the XXXIVth board will once again organise a gala, inviting all current and predecessor board members. This event will provide an opportunity for everyone to dress up and enjoy an evening together with fellow board members.

**Please take note: the gala is moved to the 17th of April.**

### 5.2.5 BBQ

At the end of the year in June, the XXXIVth board will organise a barbecue for all current and candidate boards of the member organisations. This event will mark the end of the year and offer a chance for the candidate board members to connect with one another.

## 5.3 Committees

### 5.3.1 The Yearbook Committee

The XXXIVth board would like to continue with a Yearbook Committee which will be in charge of creating the yearbook for the upcoming academic year. The committee will be set up around December and will be supervised by two of SOFv's board members. The board will try and find members for this committee through the means of promotion via Instagram, WhatsApp and an email asking if board members would like to help out. The board aims to have about five committee members excluding the SOFv board members who will be supervising the committee. As the yearbook was a great success in previous years, the board hopes

to create another yearbook that will give a good overview of what happened during the year, giving board members of that year something physical to cherish.

### *5.3.2 The Alumni Committee*

Last year, the XXXIIIrd board of SOFv organised two alumni activities together with an alumni committee. The first of these was a success. The second activity had a lower turnout unfortunately. This year, the board would like to test whether the alumni are truly enthusiastic about the alumni activities or whether it is better to stop organising these. As next year's group of SOFv alumni will change with the addition of this year's board members, the board plans on organising one alumni activity on the fourth of december in order to estimate if there is interest for more of these events throughout the remainder of the year. If there is enough enthusiasm, more activities will be organised. Due to this approach the board feels that these activities could be organised by the board itself instead of having a committee do this instead.

### *5.3.3 The Lustrum Committee*

As the academic year of 2025/2026 will be a lustrum year for SOFv, the XXXIVth board would like to set up a Lustrum Committee during the second half of the year to start preparations. Everyone who would like to help is welcome to apply with a short motivation letter. When and how to apply will be promoted on all social media platforms of SOFv and via email to reach as many people as possible.

## **6. Wellbeing**

### **6.1 Promotion DEI handbook**

With the working group Diversity, Equity and Inclusion, the XXXIIIrd board created the DEI handbook together with multiple faculties. The XXXIVth board acknowledges the importance of this handbook and wants to promote it among member organisations. This will be done by announcing it at a gma and during the room visits. Next to that, the XXXIVth board will keep looking into ways to promote the DEI handbook.

### **6.2 Non-Alcoholic drinks**

This year, the XXXIVth board will make an effort to include non-drinkers more during after-drinks and activities. One way the XXXIVth board aims to do this is by introducing cans of non-alcoholic beverages to be sold during after-drinks after a gma. This way, non-drinkers can participate in games that use cans. Another way the XXXIVth board wants to include non-drinkers, is by offering coins for non-alcoholic drinks at activities with an open keg [NL: fust]. Additionally, promotional efforts will emphasise that these after-drinks and activities are not solely focused on beer.

### **6.3 Sustainability**

Sustainability is a topic that SOFv regards as important. The XXXIIIrd board created, together with the Radboud Green Office, a handbook that provides board members with possible inspiration for their own policy plans. The handbook will be promoted during the first gma.

### **6.4 The Code of Conduct template**

The XXXIVth board will continue to update and promote the Code of Conduct template to encourage more member organisations to set up a Code of Conduct for their organisation.

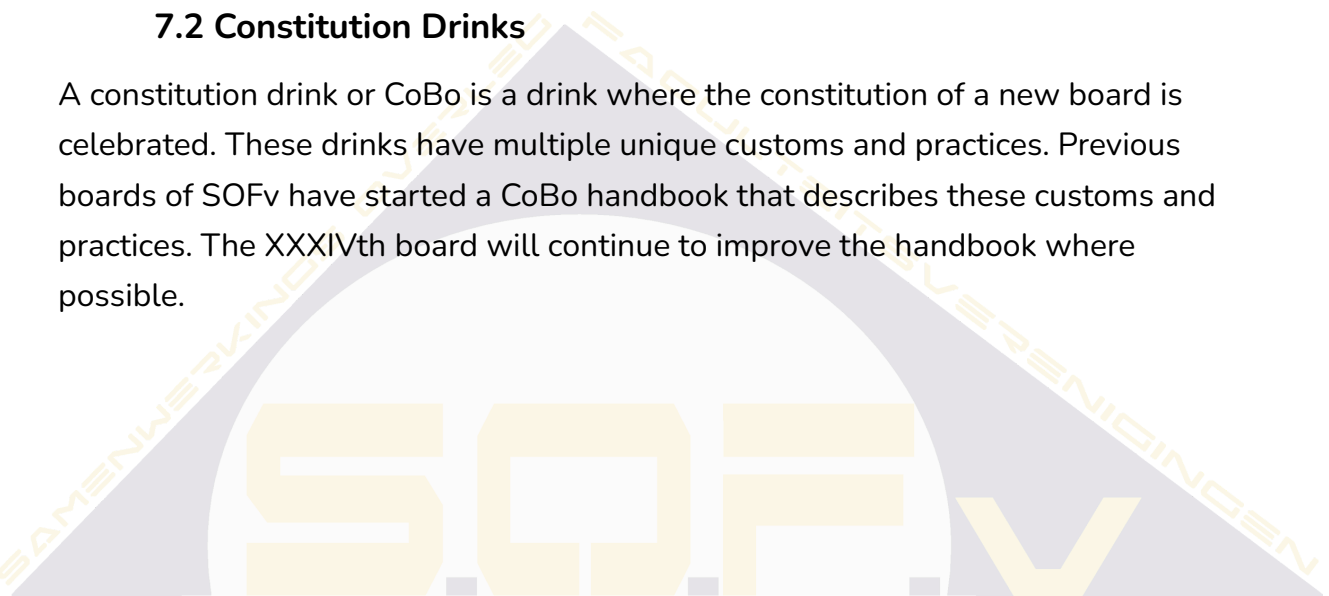
## 7. SOFv and other organisations

### 7.1 Faculty Umbrella Meetings

The XXXIVth board of SOFv will continue the line of the past boards by organising meetings with the four umbrella associations of the faculties. The four umbrella associations are: N.K.S.W. Kompanio, Koepelvereniging LETO, Olympus and Samenwerkende Verenigingen der Managementwetenschappen (SVM). These are invited because they serve as umbrellas to their respective faculties. To ensure all faculties are heard, the organisations of the faculties that are not included in this meeting will be asked at the beginning of the academic year if they would like to join. The goal of these meetings is to keep in touch with the faculties, keep track of everything that is going on within the faculties and offer support where needed.

### 7.2 Constitution Drinks

A constitution drink or CoBo is a drink where the constitution of a new board is celebrated. These drinks have multiple unique customs and practices. Previous boards of SOFv have started a CoBo handbook that describes these customs and practices. The XXXIVth board will continue to improve the handbook where possible.



## 8. Policies per function

### 8.1 Chair

The position of Chair of the thirty-fourth board of SOFv will be fulfilled by Jikke Huber. She will do her utmost best to execute her tasks adequately. Jikke will work to maintain a positive atmosphere within the board through clear communication and a good balance between formal and informal contact. She will also strive to be ready to help fellow board members or board members of member organisations when needed.

An overview of the tasks and responsibilities of the Chair of SOFv:

- Bear the final responsibility on all SOFv matters;
- Lead and coordinate the board;
- Chair board meetings;
- Chair General Member Assemblies;
- Chair Faculty Umbrella Meetings;
- Attend SLIM Umbrella Meetings;
- Create agendas for board meetings and General Member Assemblies;
- Be the contact person of SOFv for the University.

### 8.2 Secretary

The position of Secretary within the XXXIVth board of SOFv will be fulfilled by Noah Neijenesch. They are committed to ensuring effective professional communication between SOFv, the board, and external parties.

The Secretary will provide assistance to the other board members where needed and will also actively contribute to organising the SOFv-activities. Together with the Treasurer they will make and post the PR for SOFv activities, training sessions, workshops and other posts that are relevant for member organisations. The Secretary will mostly focus on the PR on the LinkedIn page, the website and when any PR promotion through email is required. The Treasurer will put more focus on the PR on Instagram and WhatsApp. Both the Secretary and Treasurer will work closely together on PR and will help each other when and where needed.

An overview of the tasks and responsibilities of the Secretary of SOFv:

- Taking minutes of the board meetings and General Members' Assemblies;
- Communication between SOFv and the member organisations;
- Take care of the archive;
- Take care of the databases;
- Update and supplement the website.

### **8.3 Treasurer**

In every organisation, there is a Treasurer whose main task is to keep the organisation's finances in good shape and notify the relevant authorities about any bookkeeping adjustments. This year, this role will be taken on by Bo Naber. Her aim is to be readily available for other student boards seeking the group travel subsidy and making the process of requesting this subsidy accessible and smooth. Next to this, she aims to be an available ear to all treasurers who have questions about their finances, taxes or bookkeeping in order to help them solve their issues.

To ensure that the subsidy request process is as smooth as possible for both the members of SOFv and SLIM, it is expected that the Treasurer will communicate deadlines clearly and on time to the member organisations of SOFv. The XXXIVth board emphasises that the board of a member organisation is responsible for contact with SOFv regarding subsidies and not any possible committees. It is mainly through efficient collaboration between SOFv and its member organisations, that financial aid of the university for students can be assured.

Besides that it is expected of the Treasurer that she will make a financial report of the association and make sure that any debtors will pay their debt and any creditors will be paid likewise. These financial reports and the overall financial state of SOFv will be monitored throughout the year by the cash check committee. Their goal is to give the board financial advice and to guarantee the financial health of the SOFv. The cash check committee will consist of a minimum of two and a maximum of four members. The goal is to have a cash check committee where each member is from a different faculty and preferably one member is the current Treasurer of a big member organisation, one of a small member organisation, one of an umbrella organisation and one member is a preferred person that the Treasurer can choose

themselves. The members of this committee are asked to join personally by the Treasurer.

An overview of the tasks and responsibilities of the Treasurer of SOFv:

- Maintain a healthy financial state of the organisation;
- Report changes in bookkeeping;
- Judge group travel subsidy requests of member organisations and grant funds;
- Make a financial report of the association;
- Draft outgoing invoices and pay incoming invoices likewise.

#### **8.4 Political Chairs**

In May the elections for the University Student Council (USC) took place. SOFv is a member organisation of the party V.O.S. and their party received 8 of the 14 seats in the USC. Two of these seats will be taken by Iris Nieborg and Colin Claessen. They will take place in the USC as board members of SOFv and members of the party V.O.S.. Iris will also be the party leader of V.O.S. upcoming year.

The USC, in collaboration with the Works Council (OR: *Ondernemersraad*) and the Executive Board (CvB: *College van Bestuur*), contributes to the university's policy-making. The USC's annual agenda consists of eight cycles, during which predetermined policy documents are reviewed.

These documents are first examined by three committees: Finance, Personnel, and Real Estate (FPV); Education, Research, and Students (OOS); and Strategy, ICT, and Impact (SII). Each committee reviews the documents that are relevant to that committee. The Political Chairs will participate in the committee that reviews the documents that are relevant to SOFv and its members.

Weekly internal meetings with the USC team will keep the Political Chairs informed about the work of the other committees. After committee discussions, the documents are then reviewed in Joint Meetings [GV: *gezamenlijke vergadering*] with the Executive Board. This year there also will be party meetings [NL: *fractieoverleggen*]. This will help the party V.O.S. to achieve more when working together.

In addition to the GV's committees, the USC sets up internal working groups focusing on a specific subject. Here certain topics and issues can be addressed in more detail. This also offers opportunities for the advocacy of member organisations. These working groups offer the opportunity to start new projects. These internal working groups are explained in more detail in 8.4.3 Active Student to 8.4.6 WHW-process.

#### *8.4.1 Political Chair*

The position of Political Chair within the XXXIVth board of SOFv will be fulfilled by Iris Nieborg. The Political Chair will participate in the following working groups:

- Wellbeing & inclusion (see 8.4.5)
- Active student (see 8.4.3)

In the event that other working groups (Education & IT, Visibility & Relations, Campus & Sustainability, Revision of Rules of Order for USC) also handle important topics, the Political Chair may also partake in meetings.

The Political Chair will take on the following contacts:

- Assessment Committee of the Review Committee (i.e. the board months)
- The external working group sustainability certificate [NL: *werkgroep duurzaamheidscertificaat*]
- The soundboard group for the WHW-process (8.4.6)
- Contact Person for the Faculty Student Council of Faculty of Law

#### *8.4.2 Vice-Political Chair*

The position of Vice-Political Chair within the XXXIVth board of SOFv will be fulfilled by Colin Claessen. The Vice-Political Chair will participate in the following working groups:

- Campus and Sustainability (see 8.4.4)
- Active Student (see 8.4.3)
- Revision of Rules of Order for USC (see 8.4.8)



In the event that other working groups (i.e. Education & IT and Visibility & Relations, Wellbeing & Inclusion) also handle important topics, the Vice-Political Chair may also partake in meetings.

The Vice-Political Chair will take on the following contacts:

- Appeal Committee of the Review Committee (i.e. the board months)
- Advisory Committee of Radboud Student Fund
- Contact Person for the Faculty Student Council of Nijmegen School of Management

In case the following projects will be continued, the Vice-Political Chair will also partake in:

- Working group Spinoza Location
- Working group Flexible Studying

As mentioned in 8.4 Political Chair, both of the XXXIVth board's Political Chairs have been elected into the USC. The tasks that are assigned to the Political Chairs are therefore relatively similar. The specifics of these tasks are elaborated more clearly in 8.4 Political Chair. However these positions cannot be held indefinitely and are dependent on future elections. These election results will mostly determine the role of the Vice-Political Chair since they are placed lower on the candidate list and therefore have a lower chance of being reelected.

In case the Vice-Political Chair is not elected in the elections of 2025, this position is still invaluable to the board of SOFv. Although this Vice-Political Chair would not be in the USC, they can still attend V.O.S. meetings, deliver feedback on relevant documents and gather essential input from SOFv's member organisations among other assignments. Furthermore, the Vice-Political Chair would also be available to take on more general tasks of SOFv. However, as previously stated, this will not be the case in the academic year 2024-2025.

### *8.4.3 Active student*

Over the past few years, many organisations have had troubles with finding enough active members and board members. The XXXIVth board thinks that it is important to stimulate students to do something next to their studies, since it has a great added value to their student life and career possibilities. Active students should get

the appreciation and support they need to combine being a student and being active. The Political Chairs will, therefore, together with the university and other parties, look into providing the necessary resources for an active student life and how to be of better service to them.

#### *8.4.4 Campus and Sustainability*

This year sustainability will again be an important topic for SOFv's member organisations. With organisations aiming to become more sustainable within a campus that shares these values, our goal is to understand their needs and find practical solutions. The Political Chair will continue to take place in the external working group sustainability certificate [NL: *werkgroep duurzaamheidscertificaat*]. Here she will discuss with the Radboud Green Office how to give organisations guidance in being more sustainable. The label will also be a way to show how sustainable the organisation is and gives them something to work towards. Additionally, the Vice-Political Chair plans to take place in the working group of Campus and Sustainability. For this year the plans for the renovation of the Spinoza building have been put on hold. In case this project is continued, the Vice-Political Chair will join the meetings about this topic.

#### *8.4.5 Wellbeing and Inclusion*

The board of SOFv regards student wellbeing as an important subject. SOFv thinks it is important that the campus is an inclusive space for everybody. The workgroup covers a wide range of topics including social safety. For this workgroup It is especially important to combine the wishes of individuals and the wishes of organisations.

#### *8.4.6 WHW-process*

This year, Radboud University will be entering a WHW-process. The WHW stands for the Higher Education Act [NL: *Wet op Hoger Onderwijs*], which outlines the regulations a university in the Netherlands must adhere to. This law covers a wide range of topics, including student co-determination at the university. Currently, Radboud University does not fully comply with this legislation. Because it is a special university due to its Catholic status, it is not obligated to fully comply with the law. However, the university intends to align with the WHW nonetheless. To achieve this, a soundboard group is created where the Political Chair will be seated in. This group will work towards WHW compliance throughout the year. The

University Student Council (USC) will also play a role in this process. SOFv sees the importance of securing the future of co-determination at the Radboud University and therefore the Political Chair will join the work group.

#### *8.4.7 Verenigd Onder Studentenbelang (V.O.S.)*

Since this year the Political Chairs do not have an automatic seat in the University Student Council (USC). This meant that Verenigd Onder Studentenbelang (V.O.S.) and therefore SOFv's Political Chairs had to campaign to get SOFv's Political Chairs in the USC. SOFv is, like the other umbrella associations, a member of the student party V.O.S.. V.O.S. is there to represent active student life. Therefore, to get a seat in the USC, the Political Chairs were on the candidate list. The campaign went really well and V.O.S. received the majority of the votes. This means that the Political Chair and the Vice-Political Chair both get a seat in the USC and are able to represent SOFv next year.

To participate in elections, V.O.S., just like any other party, must provide a list with candidates. The other umbrella organisations BOS (Bestuurlijk Overleg Studentenverenigingen), CODC (Cultuur op de Campus), NSSR (Nijmeegse Studenten Sport Raad) and CSN (Christelijke Studentenverenigingen Nijmegen) will also aim to provide candidates for this list. To further fill this list, the XXXIIIrd board has created the function of Vice-Political Chair.

This year there are going to be party meetings [NL: *fractieoverleg*] with the V.O.S. party because more can be achieved by working together. The Political Chair will also be the party leader [NL: *fractievoorzitter*]. This means, among other things, that she will lead the party meetings. Furthermore there will also be some internal projects where the expertise of V.O.S. members such as former Political Chairs can be useful. As mentioned in the annual report, internal projects could be the review of board months. SOFv will make a contribution to V.O.S. for the campaign of next year as well as work on the visibility of V.O.S. throughout the year in light of next year's elections. The contribution that SOFv will make to V.O.S. will be in the form of volunteers as well as financially.

#### *8.4.8 Other focus points*

Besides the points touched upon previously, the Political Chair will also be in the Assessment Committee of the Review Committee. She will supervise the process of

dividing the board months together with Student Life. The Vice-Political Chair will be in the Appeal Committee of the Review Committee (i.e. the board months). In addition, every Faculty Student Council (FSC) has a contact person of the University Student Council (USC). The Political Chair of SOFv will be the contact person of the FSC of the Faculty of Law. The Vice-Political Chair of SOFv will be the contact person of the FSC of Nijmegen School of Management. Although it is still possible for all member organisations to contact the Political Chairs for any reason. Furthermore, the Vice-Political Chair will partake in the working group Revision of Rules of Order for USC. This working group will review the role of the praesidium [Nl: *dagelijks bestuur*] in the USC.



## Epilogue

Dear reader,

We hope that we have informed you well about our plans and goals for SOFv in this coming academic year. We strive to keep SOFv approachable and the board is looking forward to getting to know all of our member organisations. We hope that we can help our member organisations where needed by organising workshops and training sessions and providing information via handbooks and gmas. We also want to adopt an open attitude so that board members will dare to ask any question they have so that we might be able to help them along. Additionally, we want to make this year a fun and memorable year for all board members, by organising activities where they can get to know us and each other and by publishing a yearbook. Furthermore, we want to help member organisations by paying attention to wellbeing in different aspects. Lastly, the board strives to keep promoting V.O.S. just like during the previous year to ensure that the future Political Chairs can keep representing the member organisations in the USC.

The XXXIVth board has learnt a lot from the XXXIIIrd board during the candidate period. We are grateful for showing us the ropes and we are confident that we can fulfil the role of being the board of SOFv in full. We would like to thank the previous boards of SOFv for their effort and input on which we can build further.

Most of all, we are looking forward to a year full of great experiences, learning moments, making friends and an amazing CoBo season. Most of all, we are looking forward to getting to know the board members of member organisations and helping them where needed. We'd love to see you all during the transition gma and afterwards in 'De Ondergang' to have a nice chat.

Warm wishes,

The XXXIVth board of SamenwerkingsOverleg Faculteitsverenigingen:

Jikke, Noah, Bo, Iris & Colin