

Minutes General Member Meeting: Change of the Board – Tuesday 3th of July 2018

Speaker: Mats van den Nouwland

Note taker: Susanne Luijff

Present: Eline v L, Hanneke, Femke, Sabine, Maud, Patrick, Tijs, Rhodee.

Agenda

1. Opening
2. Agenda
3. Announcements
4. Approval minutes 19-02-2017 & 22-06-2018
5. Presentation annual report '17-'18
6. Vote on the annual report
7. Introduction of prospective board ('18- '19)
8. Voting on the prospective board ('18-'19)
9. Resignation of '17-'18 board & '18-'19 board taking office
10. Resignation Advisory Board and Till Committee '17-'18 & '18-'19 Advisory Board and Till Committee taking office
11. Vote on logo change and name change
12. Presentation SV Babylon Concept Policy '18-'19
13. Vote on SV Babylon Concept Policy '18-'19
14. W.E.C.T.M.
15. Conclusion

1. Opening

Mats opens the Member Meeting at 19:17.

2. Agenda

The agenda is approved.

3. Announcements

- Jimi could not be present, so he authorized Anne.
- Thom could not be present, so he authorized Sabine.
- Lotte could not be present, so she authorized Maud.
- Alara could not be present, so she authorized Marco.
- Marieke could not be present, so she authorized Amber.
- Floris could not be present, so he authorized Mats.
- Mees could not be present, so he authorized Amber.

- When Patrick leaves, he authorizes Kai.
- When Hanneke leaves, she authorizes Eline van Lent.
- When Femke leaves, she authorizes Ivo.

4. Approval minutes 19-02-2017 & 22-06-2018

Both minutes are approved.

5. Presentation annual report '17-'18

The twenty-ninth board briefly presents the long-term goals and a few short-term goals they would like to emphasise.

4.1 Strengthen the bond between the association and its members and attract new members

- The twenty-ninth board put a lot of effort in the recruitment of new members during the Orientation Week and the language camp.
- They organized active member activities and evenings to thank the active members of the association.
- They thought of a new committee game: Crazy 89. Some committees were very active and competitive, others were not. The purpose was to create bonds within the committee but also between the committees. Some committees were very active and competitive, others were more inactive. The twenty-ninth board challenges the thirtieth board to think of something different for the new committee games.
- To bond with the premaster students is always difficult. The causes are that they are only interested in formal activities, and there were less formal activities this year than before. Hopefully the new board will make a change and will succeed in bonding the premasters.
- The recruitment of the thirtieth board has been done by posting Instagram posts every week another board member introduces themselves and their position in the board. This is very well received by as well the members as other study association. Some of them copied the concept, so the twenty-ninth board was very happy about that. The recruitment was a success because there were enough applications for every function to form a new board with six members.

4.2 Strengthen the bond with external relations

- This will be discussed by Marco when he presents his function of Commissioner of External Affairs.

4.3 Improve the professionalism of SV Babylon

- The past year, the twenty-ninth board wanted to use the corporate identity of SV Babylon in a more consistent way: they made a banner for the Facebook page with the upcoming activities for that month. A template was made for this banner. They tried to post the new activities on time, but they have not always succeeded. Most of the times they had a good reason for this, but not every time. That is a shame, but it cannot be changed anymore. Therefore, the twenty-ninth board wants to give the advice to the thirtieth board to be more alert on making these banners on time.

4.4 Improve and strengthen the image of SV Babylon

- To connect more with the internationals, the Babylon Magazine was partly in Dutch, partly in English this year. Also, the music at the *borrels* were changed to less Dutch music. The twenty-ninth board has seen in the end-of-the-year questionnaire that the internationals are positives about the past year.
- To improve and strengthen the image, the board has also organized formal activities. These are good for networking with companies. The twenty-ninth board hopes that the next board will be able to attract even more members to the formal activities.

- SV Babylon has sister student-associations through the whole country. With them, the twenty-ninth board had a lot of contact this year. During the sister barbecue, the prospective board has been introduced to the prospective and current boards of the other associations.

Sabine: In the rapport it is said that this year, there will be potentially better agreements with lecturers for the congress. Which agreements were this?

Kai: This will be discussed later, but in short: some lecturers said that they are willing to give some extra credits for students who attend the congress.

General affaires

- At the SOFv meetings, it is discussed that the Orientation Week will change a bit this year. There will be a festival for everyone participating in the Orientation Week of the Radboud University, instead of separate weekends. Also, the role of the mentor-parent might change. SOFv is an umbrella organisation where all the boards of study associations in Nijmegen come together and where they can learn from one another.
- Considering general Member meetings, there was an extra meeting on Friday June the 22th 2018, to vote about the logo and the change of the name.
- To find out what the attitude of members is towards SV Babylon, the twenty-ninth board has distributed an end-of-the-year survey. There were as well active as non-active members who participated in this survey.

Maud: How was this survey distributed?

Mats: This was done via Facebook and via group chats on Whatsapp.

Discussing the results of the end of the year survey:

- o The numbers with blue squares around them are good things, like Babylon is 'professional'. The ones with red circles around them are remarkable. They are not very worrying, but there could be paid more attention to this by the new board.
- o There were two participants who indicated that SV Babylon is 'not accessible', it is very important for the new board to discuss how this happened.
- o Four participants indicated SV Babylon is not supportive. Students and/or members need more support during the exam weeks and other study-related matters.
- o Two participants indicated that SV Babylon is not very open.
- o Mats says it is very difficult to have everyone on the positive side of the scale, but if the clear majority is positive, there is not very much to worry about.
- o The survey participants indicated that there were too many activities this year. The twenty-ninth board agrees with this and they want to make sure that the thirtieth board keeps this in mind when planning activities next year.
- o 23% of the participants indicated that the announcements about activities (on the social media channels) was a lot, but that is understandable, because there were a lot of activities. Yet, 70% thought that it was a right number of announcements.
- o 69% is interested in joining a committee next year. That is very positive!
- o 33% is interested in a board year.

Sabine (asks on behalf of Thom): On page 10, section 2.3 Advisory Board, you state that next year the Advisory Board will consist of Eline, Sabine, Mats, Amber and Kai. I am

aware of the fact that a two/three-split of members of the previous two boards has been a tradition within Babylon for at least a few years now but I am wondering what our internal regulations say about the appointment of members of the Advisory Board and its composition. I for one feel like it is a missed opportunity to only include previous board members in your Advisory Board and therefore exclude all other Babylon members. I strongly believe any Babylon member should at least have the chance to nominate her- or himself. I am hereby asking the current board of Babylon to check the internal regulations. If the composition proves to be fixed and does indeed include previous board members only, I suggest we put the composition of the Advisory Board to a vote during the next General Member Assembly. If the composition is not fixed however, I strongly urge you to open applications for the Advisory Board and have our members decide.

Mats: It is hard to give answer to that right now. We do not know if it is written in the articles of association (*statuten*). It can be discussed in the next General Member Meeting, led by the new board.

Maud: I agree, because former board members are often fourth- or even fifth-year students and they are not always in Nijmegen anymore.

Hanneke: If this is not possible, the minutes of the meetings should at least be public for everyone.

Sabine: It should be possible for students who are not interested in a board year but do like to be more involved in the association, to be a member of the Advisory Board.

Functions

Chair

- Mats always tried to be present at all the activities. He was not always present, and he wants to advice to the new board to try to be present every time.
- Mats always tried to express his appreciation to the members, by saying that it is appreciated that they are member and to make sure that the continue being enthusiastic about SV Babylon.
- Mats had four committees this year:
 - o Lustrum Committee: it was difficult because there was no script from former lustrum years. It is thus important that this year a clear script will be made to make sure that in five years the committee knows what to do.
 - o Almanac Committee: This year the committee mainly had to think about the design and the price of the almanac. They started with the mug book ('smoelenboek'). They must ask the permission from everyone if they are okay with publishing their name and photo in the book. Now, there are around 40 pictures. It's a good start.
 - o Committee of Formal Activities: the summaries needed to be collected by the committee, but this was very difficult. When students bought a summary, which did not correspond to the information they got in the lectures, they were stressed. Also, lecturers were worried about the quality of the summaries. It was made clear to the students that Babylon is not responsible for the summaries but is only checking the quality. Unfortunately, this was not enough either. The committee organised a visit to the NOS. A second visit to another company was planned in April, but this was postponed by the company because they were only available on Friday. The committee made an agreement with the company that they would visit the upcoming year.
 - o Career Committee: The workshop organized by this committee had way to less visitors, even though they were very interesting. The right date and time for these workshops is very important.

Maud: I think the reason that premasters were not interested in becoming a member of SV Babylon, is because there were not many formal activities.

Mats: Yes, the thirtieth will improve this.

Eline v L: About FutureM, the professionals a few years ago were not very happy about the fact that nobody reached out to them anymore or contacted them if the concept was still on. The twenty-eight board recovered the contact with these professionals. My question is if the twenty-ninth board reached out to them this year?

Mats: No, we haven't done that this year. Next year, there might be a different version of this concept.

Maud: I wanted to ask why your board choose to plan the meetings not regularly but every time on another day? The twenty-eight board always met on Mondays. I was wondering why did you decide not to do this?

Mats: The purpose was to meet every Monday or at least the beginning of the week. But sometimes it was more convenient on other days. The change of the day was always in agreement with the rest of the board members.

Maud: Okay, because for the Advisory Board it was not always clear when they could receive the minutes and it was therefore hard to give feedback on the minutes of every week because there was not always enough time between meetings.

Mats: We advise the thirtieth board to schedule the meeting on the same day every week.

Maud: What was your best memory about last year?

Mats: I would have to say the first Active Member Evening. I created my own quiz for that night and I worked really hard on it. Everyone was very content and liked the quiz. Also, they stayed pretty long afterwards. I was happy and relieved after this night.

Mats gives the floor to Amber.

Secretary

- The twenty-ninth board advised the prospective board to make English e-mail addresses. The new English email addresses are linked to the current Dutch e-mail addresses. There has already been sent a test-email and it worked.
- This year, *Yourmailinglistprovider* has not been used to send mails, because Eline (Secretary, twenty-eight board) experienced some difficulties. Some mails were not well received by members. Therefore, Mailchimp has been used this year. This provider is also recommended to the thirtieth board.
- In the beginning of the year, we doubted if we wanted to continue with making the *Babbel*, because we were not sure if enough people read it. We know now that 40% opens and reads the *Babbel*, so we continued with sending a *Babbel* every month.
- Social media: A closed Facebook group has been made to update members about upcoming activities. The risk was that it could be experienced as spam.

Sabine: The messages on Facebook are posted from Amber's account, and not in the name of SV Babylon. That is maybe why it is more experienced as spam. It is not possible to post in the name of Babylon, so it cannot be changed. But it might be the reason.

Amber: I tried to spread the different post over Facebook and Instagram, to avoid it being experienced as spam.

- We made a lot of use of Instagram this year, it is the most popular among young people.

Maud: About the new e-mail addresses, you said it was tested with a test email. But how does it work?

Marco: If someone mails to the English email address, it will automatically be forwarded to the Dutch email account.

Mats: At a certain point, there needs to be completely switched to the English email account, but it is very important that this is clearly communicated to everyone.

Femke: Very often, I receive the emails of Ivo in by spam box. The emails of Mats I do receive in my inbox. You should check how this is possible.

Ivo: I don't know how that is possible.

Kai: It is important to investigate this.

Maud: What was your best memory?

Amber: I really loved the study trip. Also, the constitutions drinks in the beginning of the study year are very good for bonding with the board members.

Amber gives the floor to Ivo.

Treasurer

- Highlights: From the start of this year, the delivery charges from the Babylon Magazines are being paid by the D-Team, and we are very happy about that. Also, the third Babylon Magazine of this year will be printed at a new company: BladNL. This is way less expensive.
- We had a big financial upside: We got a lot of sponsoring from StudyStore. We received a certain percentage of the total number of sold books. We had budgeted this at 1700 euros, but eventually we had 3200 euros. So, we have a nice amount of spare money.

Sabine: How can the difference be so huge? Have you looked at the numbers from last year?

Ivo: Yes, we have.

Sabine: Did so little people order books that year?

Ivo: The reason might be that there are more international student this year, and that they might be more motivated to purchase the right books. They will probably just order via the Babylon site and they will not look for a cheaper book at bol.com for example.

Eline v L: How is it possible, considering this financial upside, that you have a negative result on the budget?

Ivo: The budget was set up before we knew about this financial upside.

- We have one new sponsor this year, and we kept all the old ones. One of our sponsors is Rabobank of course. We are one of the three associations that they are still sponsoring, so we value this partnership very much.
- Ivo coordinated one committee this year: the Study Trip Committee. This year the trip went to Prague and Berlin. For the first time in a long time, there were two destinations. This was very successful. There were as well formal activities as informal activities organised by the committee. We visited two companies, one embassy, one university and the Reichstag in Berlin.

Eline v L: These are not much formal activities. What did the lecturers think of this?

Ivo: We agree with this, but it was mostly because we could not find any interesting company to visit in Berlin.

Sabine: Maybe it is better to first look per location which companies might be interesting, before you choose a destination.

Ivo: Yes, we did this. Everyone looked at different options and what the possibilities were. Unfortunately, during the Study Trip, it was the *Tag der Arbeit* in Germany, and

most of the companies are closed that day. We were in Berlin from Saturday till Tuesday. A lot of companies make it a long weekend, and they are not open Monday or Tuesday. That is why we could not visit the companies we would like to visit. Therefore, in Berlin we did the cultural activities and in Prague we did all the formal activities. The lecturers thought it would be better if there were more formal activities. But they were certainly not unsatisfied.

Kai: Lecturers are willing to help along the thought process, so maybe it is an idea to sit down with the lecturers first and discuss the activities. Maybe they have some extra ideas.

Hanneke: Lidwien was in the beginning very enthusiastic but later, she was a little more absent. So, you should not count too much on the input on lecturers, I think.

- The Study Trip has costed 700 euros less than estimated in the budget. This will be paid back to the members. Also, the StudentLife scholarship is not yet fixed.

Maud: But is someone already fixing that?

Ivo: Yes, today we got a mail that we will receive the scholarship.

Ivo presents the budget of the year 2018-2018. First, he discusses the expenses.

Maud: Why is the money for the board suits estimated in the budget? The board must pay this themselves.

Ivo: We paid it from the Babylon account, but we paid it all back. But this money was not spent on the suits but on the T-shirts and sweaters.

- The numbers that aren't blue are not totally sure yet.
- The budget for the CFA is barely used.
- The twenty-ninth board decided to give some money to the Orientation Week to help them a bit, because they find it often difficult to find enough sponsors.
- The costs of the lunch were pretty high, because the board was too optimistic about how many people would come. The first and second were well attended, but after that the turnout was not that big.

Maud: Lunches do not have to be profit-making.

- The twenty-ninth board bought a new Babylon camera.

Maud: What did you do with the other camera?

Mats: The old one is still in the closet.

Maud: It will not be used for anything?

Ivo: No, we do not have a proper destination for it yet. Some beer was thrown over the lens, so it does not work perfectly.

- In total, there is 1590.86 euro left after this year. This money needs a good destination. Ivo's idea is to spend the money on the lustrum activities.

Maud: Because the new board wants to change the name of the association, it might be good to put the money into changing the articles of association (*statuten*). I think that could be pretty expensive.

Ivo: We looked into this and it will only cost 400 to 500 euros to change these.

Eline v L: Did you order a new flag before the logo is officially changed?

Ivo: Yes, we do not have a flag anymore, we lost it. And the new board needs a flag for the constitution drink Thursday, so we had to order a new one.

Eline: How did you lose it?

Ivo: Someone probably stole it during the Batavierenrace.

Luuk: We need to have a flag. This one was only thirty euros.

Maud: And if the new logo is approved, then you can use this flag and will not be a waste.

The CIA has not gained a lot of money compared to previous years. The turnout at activities was not very big this year. Fortunately, there are enough other profitable committees. The Committee of Formal Activities did not use much of their budget. And the budget for the Study Trip was also lower than estimated beforehand. The expenses for the Sport Committee are usually high. This year, they arrived at 10 euro negative.

Maud: What was your best memory from the last year?

Ivo: The weekend with the board to Afferden. And the study trip.

Ivo gives the floor to Kai.

Commissioner of Internal Affairs

- Kai tells that the contact with Lucy was very pleasant this year. Lucy is one of the most important Babylon supporters and is always willing to cooperate. Kai had an appointment with Lucy every three weeks. Also, every board member had a conversation with her about his or her study progress. Lucy is pregnant, so this year there will be another study advisor. Lucy says that if she needs to train someone new, she will tell them about the importance of SV Babylon. It is also possible that Sigrid will come back as study advisor.
- The board involved lecturers as much as possible in the formal activities. Experience shows that lecturers are often difficult to reach via mail. So, it is better to visit them personally. The lecturers were again very positive and enthusiastic about the Pubquiz. For the Publecture, there were not enough applications this year. As has already been mentioned, lecturers are considering assigning extra credits to the presence of students at the congress next year.

Sabine: Extra credits should be for students of every study year, right?

Kai: Not necessarily. Third-year students are more motivated to go to the congress.

First-year students probably do not have much motivation yet to go to these events, so they need to be motivated in a different way.

Sabine: Is the congress organised only in the name of SV Babylon or also in the name of Mycelium?

Kai: Right now, it is mainly a Babylon thing.

- Lecturers and professors are very satisfied with the quality of the Babylon Magazine. They think it is a good division of formal and informal articles.
- A very important change: This year, Kai participated in the OLC. This has been very practical. An advice to his successor, Eline, is to take a passive role in the OLC. It is not a responsibility of Babylon to participate in a very active way in this committee.

Sabine: What is the addition to SV Babylon when a board member is in the OLC?

Kai: It is very practical because you are up to date to what is happening within our faculty. A lot of what I hear in these meetings, I can pass along to the students. For example, there will probably be a very big reformation within the faculty of arts. Students will have to choose in their second year what profile they want to follow. We would not know about this change if I was not part of the OLC.

Eline VL: What are these profiles?

Kai: There will be different theme programs. In the second-year students will have to choose a minor for half a year. There you will be part of a think-tank and you follow courses from different studies.

- This year, we did not organize very much for alumni, only the CIS-in-the-field evening. The thirtieth board will put more effort in the contact with the alumni next year. They will organize a drink for the alumni in honour of the lustrum.
- Offering study books via StudyStore has been very good this year. In the past years, it was not always perfect, but this year we had no problems.

Eline: Are you still a part of SOLVe and "de koepel"?

Kai: We did not discuss this in the report, indeed. That is because it was not very useful. I am very curious how the new umbrella organisation of the faculty of arts will be.

Eline: Is SV Babylon going to be a member of this new umbrella organisation?

Kai: Yes, we will.

- Kai was coordinator of three committees this year:
 - o The Information Committee: They organized some well attended events.
 - o The Publication Committee.
 - o The Graphic Design Committee: Bas de Wit is the Chair of this committee and that has been very pleasant, because he already had a lot of experience with the programs, such as InDesign and Photoshop. He has passed on his skills to the other members of the committee.
 - The Babylon Magazines of the study year 2017-2018 were partly in English. Kai thinks the articles in English have been well received by the members. He never heard anything bad about the level of English. Kai is sure that the upcoming year, the whole Babylon Magazine can be written in English.
 - The subjects for the blog articles on the website were more study-related. The twenty ninth board looked at the views of the different articles and some of them had a lot of hits. The study-related articles have been read the most. The rest of the articles were read by 20 to 30 people. The twenty-ninth board thinks it is good to continue writing and posting the blog articles.

Sabine: Often, I do not notice it when a new blog article is online. Do you post it only on Facebook when a new article is posted?

Kai: Yes, only on Facebook we have promoted them, and one time we promoted it on Instagram.

Sabine: Maybe it is a good idea to promote the new blog articles in the Instagram story, because it is maybe not always worth a photo on the Instagram account, but stories also have a wide reach.

Kai: That is a good idea.

- For the magazine, the board has made a new deal with another company: BladNL.

Sabine: Will the size be the same as before?

Kai: Yes.

Maud: I read that BladNL will label the magazines for you, so they will put all the addresses on the magazines. You will have to send them all the contact information of the members. Do you have any agreements with them about this? Regarding the new privacy policy.

Kai: Yes, they are also aware of the privacy policies. They do get all the contact information of the members.

Marco: They need to be careful with the information we are sending them, and they are legally obliged to be careful with this information.

Maud: Did members have to give their permission for this?

Marco: They do not have to explicitly give permission for this, it is just a part of the privacy policy. They must accept the policy in total.

Maud: What was your best memory Kai?

Kai: I really loved the *borrel* with the 90's theme in November. Everyone was dressed, and the turnout was great. Furthermore, I always have a personal preference for the skip trip.

Sabine: I wanted to say that you have done a great job this year as Commissioner of Internal Affairs.

Kai: Thank you very much!

Kai gives the floor to Marco.

Commissioner of External Affairs

- The sticker deals from last year were not appealing enough, so this year Marco added some new deals: The Tosti Club deal and the deal with Bascafé. These deals are good, but the communication to the members about the deals could be better. Many members are not aware of the existence of these deals. So, this should be an area of concern for the new board.

Eline v L: Has anything been done with checking the stickers for the entrance at the BaMyPo parties?

Anne: In the beginning we promoted that the members would get discount if they showed their Babylon sticker. But many members forget to bring their student card and you cannot really refuse them the discount if you know they are Babylon members.

Suzanne: We will bring the stickers to the Opening Party of the lustrum year and we will bring a list of members. The members who do not have a sticker yet, will get them immediately at the party. Hopefully students who are not yet a member will see the advantages of being a member.

Sabine: Will there be better stickers than last year?

Suzanne: Yes.

- The new deal for the Babylon Magazine is very good. Also, the wrapping is biological and is therefore contributing to the sustainable image of SV Babylon. Maybe the new board could receive a compensation because SV Babylon invests in sustainability.
- There is no longer a sticker on the Babylon Magazine with the address, but it is placed on the wrapping of the magazine.
- There are a few new companies who sponsor us, but they do not necessarily sponsor financial contributions.
- Some not-so-good news: European Leisure Jobs (Vacancesoleil) used to sponsor us every year. Unfortunately, we did not receive the money from them this year. It is not exactly clear what the reason is. The communication with this organisation is not ideal, this is because some of their former-employees have left the organisation and now it is a bit of a mess. We cannot count on receiving money from them anymore. Maybe, Luuk and Marco can fix the bond with this organisation, they will give this another try.

Kai: Yes, first the organisation was a part of Vacancesoleil, but now it is an independent organisation. That is probably why the communication is not ideal now.

- Very soon, Marco and Luuk will visit some of the sponsor companies to evaluate the contracts. Luuk and Suzanne will visit the remaining companies to evaluate, so the new board take over the contact with the sponsors.

Sabine: I just wanted to say that you did a very good job as Commissioner of External Affairs. You found more sponsors and you did a good job with the sticker actions.

Marco: Thank you very much.

- Marco was the coordinator of two committees this year:
 - o The Career Event was very well organised this year, but still the turnout could be better.
 - o The Congress: Babylon delivered 40 people, Mycelium 10 people. The costs for the Congress were not very high, so there was some spare money. Lecturers were very positive about the Congress and hope that in the future it will be even better.

Maud: I have a tip for Luuk next year, maybe you could put more effort in promoting the Congress. Posters and flyers are nice, but if you are not at the university you do not know about the Congress. So maybe, you could use Facebook and e-mail a little bit better next year. Or maybe put a flyer in the Babylon Magazine.

Marco: That is a good point, the promotion could be better. It was partly because we were working together with Mycelium and they had a total different opinion on how to promote.

Maud: What was your best memory from last year?

Marco: I think both the events I organized, the Career Event and the Congress. Everyone worked very hard and that was very nice to see.

Sabine: The Career Event was in February this year, and not in December like previous years. Was the turnout better now?

Marco: It was pretty much the same.

Sabine: But there were not less people that attended the Congress than previous years?

Marco: No.

Maud: It was better that the Congress was in the afternoon, so you did not have to miss courses when you want to attend the Congress.

Marco gives the floor to Anne.

Commissioner of Activities

- Anne says that the contact with the bars was very pleasant this year.
- Mostly in the beginning of the year, Anne has been working on the annual planning. Some months there were a lot of activities, so this was too much for as well the board as for the members. Therefore, the turnout at activities was not so good.
- Anne wants to give an advice to the new board: try to give every committee two international members. One international will feel burdened because everyone is obligated to speak English because of him or her.
- The Committee of Informal Activities has organised very diverse activities.
 - o Such as all the editions of the BaMyPo and Inglorious

Maud: The BaMyPo parties were on Thursday this year, right?

Anne: Yes, we have switched to the Thursday. This was because of a request from the El Sombrero. The turnout was not so great, so they hoped that if the BaMyPo parties would be on Thursday, more students would come. The turnout was a little bit better this year, but still not as wanted.

Hanneke: I have the idea that it is not going so well with the El Sombrero in general, so the organisation of BaMyPo is not to blame for the low turnout.

Eline v L: In the annual report is written a lot about the BaMyPo parties, but nothing about the Inglorious parties. Why is that?

Anne: Maybe I forgot to write about it. There is not much to say about it. Inglorious is organized with a lot of associations and therefore more people. The location is also better

(Van Buren). BaMyPo is organised with Mycelium and Postelein, associations you see more often, so members do not feel like going every time a BaMyPo is organised.

- The Committee of Informal Activities has also organised the Dies Week. The turnout for these activities was very good. The committee has organised a few new activities. It was also good to have a non-alcoholic activity in the Dies Week.
- An additional activity, organised by the Committee of Informal Activities, was the Beer Rouler in December.
- The Sports Committee has two big activities:
 - First, the Ski Trip. This was a huge success. There were a few things that could have been better, but this has already been discussed during the last General Member Meeting.
 - Second, the Batavierenrace: This year, Babylon worked together with Mycelium. This was very fun, but not always practical. There should be made very clear agreements. For next year, it could be considered to organise the Batavierenrace without a second association.

Maud: It should be well promoted, if Babylon wants to organise it alone.

- The sports committee has also organised the sailing activity. Unfortunately, on the actual day, the weather was not good enough, so it had to be moved to another day.

Maud: It is a good thing that you had a backup date.

- The turnout for the prom was 110 members from Babylon. That it quite good.
- The Orientation Week Committee: The Orientation Week has been extensively discussed during the financial General Member Meeting. The upcoming Orientation Week a few things will change. There will be a festival during the weekend. The Campus Cantus is moved from Tuesday to Friday during the festival. Babylon gets to organise two activities during the festival and we can promote Babylon on this festival.

Eline v L: What activity will there be on Tuesday? Instead of the Campus Cantus?

Anne: There will be an activity at Ovum Novum. We always have the cantus at Carolus, but we never go to Ovum Novum. And there are quite some Babylon members who also join Ovum Novum. First, there will be a dinner, afterwards we are going to do laser quest.

Maud: Are all the activities, organised by the university, also available in English this year?

Anne: We have sent a lot of e-mails to Lucy about this. The book project will now also be in English, so it is not necessary anymore to organise a separate activity for all the internationals. We are not sure if the sports day will be completely in English.

Maud: That is a little weird, since there are more and more associations with international members.

Kai: The university has made a big step this year, considering the internationalisation.

Hanneke: I want to compliment you about the new activities that have been organised this year, they were all very good.

Maud: I was wondering if the Molenstraat still prints flyers or posters for the BaMyPo and Inglorious parties.

Anne: yes, that is still possible.

Maud: What is your best memory?

Anne: I think that was the Beer Rouler, everyone was very enthusiastic. Also, the Batavierenrace was a lot of fun.

Any other questions?

Maud: Do you still print everything at the same print shop this year?

Ivo: Yes, Grafische Werkplaats is still our print shop.

Marco: We have extended the contract with Grafische Werkplaats this year. However, there are also some print shops who print paperwork but also clothing and merchandise. So maybe it is a good alternative to find a print shop who can arrange all our print work. I have discussed this option with Luuk, the new board must decide what to do next year.

Maud: Maybe you can discuss it with Grafische Werkplaats. Tell them that it can be a lot more convenient and/or cheaper to print everything at another company. Maybe they are willing to offer discount.

6. Vote on the annual report

8 members are present, 7 members who could not be present have authorised someone.

- Vote in favour: 14
- Vote against: 0
- Blanc vote: 0
- Abstention: 1

The annual report is hereby approved.

7. Introduction of prospective board ('18- '19)

Suzanne Klein Wolterink – Chair

Susanne Luijff – Secretary

Maartje Slot – Treasurer

Eline Giesbers – Commissioner of Internal Affairs

Luuk van den Reek – Commissioner of External Affairs

Dominique Paulissen – Commissioner of Activities

8. Voting on the prospective board ('18-'19)

- Vote in favour: 10
- Vote against: 0
- Blanc vote: 0
- Abstention: 5

The new board is hereby accepted.

9. Resignation of '17-'18 board & '18-'19 board taking office

Speaker: Suzanne Klein Wolterink

Note taker: Susanne Luijff

Present: Eline v L, Hanneke, Femke, Sabine, Maud, Patrick, Tijs, Rhodee.

10. Resignation Advisory Board and Till Committee '17-'18 & '18-'19 Advisory Board and Till Committee taking office

The Advisory Board of last year resigns: Maud Holzman, Sanne van 't Ooster, Lotte Bikker, Chanel Otterloo and Hanneke Groen.

The Advisory Board of '18-'19 takes office: Mats van den Nouwland, Amber van Gorkom, Kai Greijn, Sabine van Westerveld and Eline van Lent.

The Till Committee of last year resigns: Chanel Otterloo and Lotte Bikker.
The Till Committee of '18-'19 takes office: Lotte Bikker and Ivo van Lier.

11. Vote on logo change and name change

Rhodee, Femke and Hanneke left.

- Hanneke authorizes Eline van Lent.
- Femke authorizes Ivo.

The thirtieth board wants to change the name and the logo of SV Babylon to improve internationalisation and the professionalism of the association.

Vote on logo

Option 1: Babylon Study Association

Pro's:

- Without the text in the bar beneath it, the logo is clearer when printed.
- It is in English;
- It will not be necessary anymore to change the logo necessary in the future, because the name of the study is not in the logo. So, if that changes, the logo of Babylon can stay the same.



Con's:

- The name of the study is not in the logo, this way it is not clear that Babylon belongs to the study Communication and Information Studies.

Option 2: The old logo, but translated in English

Pro's:

- The name of the study is in it, so it is clear to what study the association belongs.

Con's:

- In the future the logo might have to change again if the name of the study changes.



Option 3: Keeping the current Dutch logo.

Pro's:

- We would remain consistent compared with previous years.
- There is no need to purchase new existing material (stickers) if we keep the current logo.

Con's:

- This logo is unclear when printed (orange letters in a blue bar is very unclear).
- The logo is Dutch, while our association is having more and more international members.
- In the future the logo might have to change if the name of the study changes.



Actual vote for the logo:

- Option 1: 15
- Option 2: 2
- Option 3: 0
- Blanco: 0
- Abstention: 2

Kai: It is also a possibility to sometimes use the logo with only 'Babylon' in it, without the bar beneath and 'study association'. For some print work it is indeed clearer if only 'Babylon' is printed on it.

Suzanne: We could think about that. Sometimes we should make sure that companies do not see us as a student association, so at those moments it is important to make clear in the logo that we are a study association.

More than two-third of the voters vote for the first logo. Therefore, the thirtieth board will use the first option as the new logo.

Vote for the name change:

If the logo will be in English, it is very logical that also our name 'SV Babylon' will change.

Option 1: Babylon

Pro's:

- 'Babylon' is already our unofficial name.

Con's:

- It might not be clear that we are a study association and not a student association.

Option 2: Babylon Study Association

Pro's:

- We would have the possibility to only refer to 'Babylon'.

Con's:

- It is a long name.

Option 3: keep the name SV Babylon

Pro's:

- We would remain consistent compared with previous years.

Con's:

- It is in Dutch.

Mats: Why would you not put 'study association' in front of our name 'Babylon'?

Suzanne: Because if you would shorten it, it would be 'S.A. Babylon' and apparently, 'SA' is a German predecessor of the SS. We have a lot of German students, so that would not be a good option.

Maud: Will you e-mail address be '@babylon.com' or '@babylonstudyassociation.com'.

Suzanne: We would have to check that. But it could also be '@babylonsa.com' or '.nu'.

Maud: Four years ago, the name of our study association has also changed. At some companies, our old name is still in their system. If we change the name again, we would again have this problem. Also, a new Facebook page must be made, because you cannot just change the name of a Facebook page. Do you know the possibilities?

Luuk: We know it is possible in Instagram. For Facebook, we are not sure.

Maud: Maybe you should first check what domain names are still possible before you decide on a different name.

Luuk: We have already checked the possibilities for the domain name. 'babylon.nl' is not available anymore, unfortunately. Other options are 'babylon.nu' or 'babylon.org'. We still must decide about this.

Sabine: Thom says, that if you decide to change the name of the association into just 'Babylon' than you can also make clear in the communication with companies that we are a study association and not a student association.

Thirtieth board: That is true.

Mats: The change of the name is more than just changing the domain name.

Maud: If you change the name right now, you would have the same problem in the future if the university decides that the English version of our study does not work after all.

Marco: That is why it is a good moment to choose for just the name 'Babylon'.

Maud: Babylon.nu sounds like a pretty good option to me.

Marco: I think we should choose Babylon as the new name, but as an official name we have 'SV Babylon' or 'Babylon study association'.

Ivo: For a change of the name or the logo you officially need two third of the members of our association. But we are not with two third right now, by far.

Sabine: Maybe next time, you should promote the General Member Meeting a bit more. Because now, only one person was present, besides the current and consecutive board.

Luuk: Maybe it is an idea to organise an additional General Member Meeting, where we can present every option for the change of the name again. At that time, we will have checked if it is possible to change the name of the Facebook page and what domain names are available. After that, we can decide if a name change is a good idea and what name it should be.

Maartje: Yes, but we should not keep postponing the decision, because changing everything if we are already halfway through the year, that is not very practical.

Anne: You would also have to wait with ordering things like merchandise.

Suzanne: But we already changed the logo.

Marco: It is more convenient to change the articles of association all in once. So, you would have to wait until both choices are clear.

Ivo: It is possible to change the articles of association two times.

Marco: Yes, but very soon they will have to do the transmission at Kamer van Koophandel, so it should be convenient if they could change the name at the same time.

Ivo: I think it is clear that we want an English name, but we are not sure yet which name it will be.

Maud: An additional General Member Meeting would be a good option. You would also have to think about how you are going to communicate the name and logo to the outside world.

Actual vote name

There will not be a vote right now, there will be an additional General Member Meeting where the proposition for the change of the name and logo will be presented again, this will be on 10 September.

→ ***There will be an Additional General Member Meeting to vote about the logo and the name change on 10 September.***

12. Presentation SV Babylon Concept Policy '18-'19

The keywords of the thirtieth board are: accessible, professional and energetic.

The thirtieth board presents the long-term goals and the short-term goals.

4.1 Strengthen the bond between the association and the members and attract new members.

Bonding of members

- The bonding with new members will start in the Orientation Week. All the board members of the thirtieth board are mentors or committee members so making in contact will not be that hard. In the goodie bag will be a flyer with more information about the committees of SV Babylon for new members. They can already think about joining a committee before the academic year officially starts.
- The new board wants to combine the Committee Market with a free lunch. This way, they hope more members would come to the market and hopefully get excited to join a committee.
- The board will continue to nominate the member of the month and will organise a Welcome Back Dinner and *borrel* for the third-year students after they return from their semester abroad.
- Also, the board will organise Active Member Evenings and an Active Member Activity for committee members, to show them they are appreciated.

Communication towards potentially new members

- The Orientation Week is a very important week to attract new members. As has already been mentioned, all the board members are involved in the Orientation Week, so getting in contact with new members will be easier.
- Also, the board wants to emphasize that this year is a lustrum year. This might attract more new members because the activities are bigger.

Maud: How will you communicate the difference between the new logo and the lustrum logo?

Maartje: The new logo is based on the old logo.

Suzanne: We would first communicate very clearly what the normal logo is, and later we will show the lustrum logo. Our profile picture on Instagram and Facebook will be the normal logo.

- The board will point out, mainly to premaster students, that SV Babylon also organises formal activities. For premasters students, the board wants to make an "interest list". Premaster student can put their name on this list if they want to be kept up to date about formal activities but are not really interested in the informal activities.
- To acquire new active members and to gain attention for the committees that belong to SV Babylon, the Committee Market is organised in the beginning of the academic year. This is also a moment where the board wants to underline what the benefits are to become a (active) Babylon member.

Strengthen the bond between international members and SV Babylon

- The thirtieth board strives to make the international members of SV Babylon just as welcome to the association as the Dutch-speaking members. The thirtieth

board will continue with actively informing for the opinions and ideas of the international members both in the first and second academic year, with a purpose of accommodating the activities to the international members if possible. The opinions and ideas will be measured by personal conversations and surveys.

- The board wants to achieve that more international members join a committee. By mingling international students with Dutch students, the internationals will feel more integrated. International students will be able to join a committee. In the previous years the international could only be a member of certain committees, but the thirtieth board decided they can join any committee from now on.
- The board wants to reduce the distinction between the two directions: C&O and IBC. They want to underline that Babylon is the study association of one study: Communication and Information Studies. C&O and IBC students are both part of one big study.

Sabine: Will the groups during the Orientation Week be mixed with C&O and IBC students again?

Suzanne: We wanted to do this, but it was not accepted. The study advisor also advised us to make separate groups for C&O and IBC students, because it is important that they get to know each other so they already know students in their class when courses starts. We will make separate groups, but if there are too many students applying for C&O to make one group, then they will be mixed with IBC student after all. One requirement is that the whole group needs to be filled with Dutch students.

Dominique: We are mostly going to mix the students of C&O and IBC during activities like the Active Member Evening for example, and pub crawls.

Increasing the accessibility of SV Babylon for (potential) international members

- The thirtieth board is going to change the current 'English follows Dutch' principle on Facebook to 'Dutch follows English'.
- SV Babylon will provide as many activities as possible in English. The thirtieth board is convinced that the accessibility to the activities will lead to a higher motivation for international students to be an active member.
- The thirtieth will provide all written services in English as well, so the international students will have the possibility to read them too. From now on, some of the written services will just be provided in English, like the policy, the annual reports of the thirtieth board and the Babylon Magazine.

Marco: Will there be any Dutch-only activities?

Suzanne: These will not be organised by SV Babylon.

Communication tools

- One of the tools is the Babylon Room. The new board wants to experiment with longer open office hours for the Babylon Room. Most of the board members do not have much courses so there is a possibility to extend the open office hours. They will try to open the room from 10:30 a.m. till 4 p.m.

Kai: I really think it is a good idea to extend the open office hours of the Babylon Room. But how will you do make a schedule? Because now, you will be in the Babylon Room the whole day. It is quite a sacrifice.

Suzanne: We want to divide one day into two shifts: one from 10:30 a.m. till 1 p.m. for example, and the other from 1 p.m. till 4 p.m.

Sabine: You need to make sure that you disturb the other people on the twelfth floor.

Suzanne: I think the nuisance will be less now that the Babylon Room is open for a

longer time. Now, the Babylon Room is only open for an hour and a half. That causes that more people are in the room in a shorter amount of time. Now the visitors will be more spread throughout the whole year.

Anne & Sabine: You really need to communicate well to members what the opening hours are, because if not, they might think that the room is open at any time.

- The board wants to attract more people to come visit the Babylon Room by adding some games: the board wants to add a PlayStation or a Wii. the board will limit the use of these devices, because the board does not want the Babylon room to be a game room. The limit for everyone to play the games will be set at one hour each Monday and each Thursday. Furthermore, the board wants to promote the fact that there are games to play in the Babylon Room more than last year. Not many members knew about the possibility to play games.
- Susanne will oversee the website and all the social media channels. She will tell more about that later.
- To make the BM accessible to international students and to go forward with the internationalisation, it will be completely written in English.
- E-mail is an important communication tool to inform the members about activities. Through the internationalisation, starting this study year, the e-mail addresses will be in English, as well as the signatures.
- The board will promote becoming a member of Babylon by doing lecture talks. One or two of the board members could do this, so their faces get familiar with the new members. This is mainly for the students who were not present during the Babylon presentation in the Orientation Week.
- Of course, there will be a monthly *borrel*. A successful monthly *borrel* contributes to the commitment of members
- Moreover, the board wants to introduce a community for all the members of SV Babylon. Within this community, member to member communication is the main form. The Babylon Community can be accessed only by members through the website. On this community, students can share study-related content, such as summaries, documents, but also informal content, like related pictures. The board will supervise the content and, if necessary, will delete or adjust posts. Essays, for example, are not allowed to be shared because lecturers will not be happy with this. Also, inappropriate texts or photos will be deleted this community.

Mats: For the new privacy policy, it is obliged to give all the members an individual login. So not everyone can have the same password and username anymore to view the pictures. Do you know the possibilities for this yet?

Suzanne: Yes, every member will get their personal login to view the pictures.

Kai: I have a remark about the lecture talks. I think it would be better if committee members do the lecture talks, so not only the board members. The members will see the board often enough, but it is also good to see that other members are also active in the association.

Suzanne: The board members will not do all the lecture talks themselves, this was only about the presentation about Babylon.

Mats: For the community, why didn't you choose to use Facebook for the Babylon Community?

Suzanne: We did not choose Facebook because there are already different pages and groups of Babylon on Facebook, so that might be too confusing. And because the members will get notifications every time when someone posts something, and therefore it might be experienced as spam.

Maud (talking in behalf of Lotte): I understand what you want to achieve, but I do not think that it will work. Members will go to Facebook or Whatsapp to communicate with

other members, and not to the website.

Suzanne: We really want to promote this community during the Orientation Week already and we also will promote it among the members of our committees.

Dominique: We want the committee to function as a sort of discussion board on Blackboard, so people can ask question about exams for instance. This way, any member can reply on your question, also members from other study years, and you will not have to message all your classmates on Whatsapp for example.

Eline VL: Will SV Babylon offer no summaries at all?

Suzanne: Yes. We will discuss that later.

Anne: Is it possible to receive a notification if something is being posted?

Luuk: We still have to check the possibilities. There are two options: the first one is that it is a sort of forum where all questions can be asked. The other option is to make it something like Blackboard, were members have their own login. They can check the pictures of events there, and there will be a discussion board for questions. For the second option it is definitely possible to switch on notifications.

Mats: I think it is a good idea, it is very ambitious. You must be cautious that it can cost a lot of time to develop a well-functioning community. It is also possible that it will not work at all, you must keep that in mind.

Suzanne: We know that it is a risk if it will work or not. We just like to try it and if not, then we know it as well. It is just very important that we promote it actively.

Premaster and masters

- The thirtieth board of SV Babylon will try to maintain good contact with premaster and master students. However, there will not be organised separate gatherings or activities, because the board wants the premasters to blend in with the rest of the members.
- Maartje as a board member is definitely a pro, she is also a premaster and follows the same courses as them. This way, she can bond with them and make them enthusiastic about the activities of SV Babylon.
- Suzanne and Susanne are mentor parents of a group of premasters in the Orientation Week. This is also a good way to bond with the premasters.
- As has already been mentioned, the board will make an interest-list for premasters who are only interested in the formal activities.

Maud: How are you going to reach the master students for the interest-list?

Suzanne: They do not participate in the Orientation Week, so we will reach them via e-mail.

Maud: No, but they do have an Orientation Day.

Suzanne: Yes, we already know this. We will make sure that we will be present that day.

The recruitment of the prospective board

The recruitment of the prospective board will not be very different from this year.

- The recruitment procedures will start in February 2019.
- In the beginning of the year 2019, the potential candidates, especially active Babylon members, will be approached personally.
- There will be a board lunch for members who are interested in a board year.
- There will be an option for international student to become a board member. However, they need to have certain skills in the Dutch language.
 - o An international Treasurer should have a B2 level of Dutch.

- An international Commissioner of Internal Affairs should have a B1 level of Dutch.

Sabine: How do you want to test their language competences in Dutch?

Suzanne: We will let them take a test online.

Luuk: There are cheap options to determine someone's language competences.

Marco: And what if they have a level of C1?

Suzanne: Then they practically speak fluently Dutch, so they are more than capable to become a board member.

Contributing graduates and Alumni

- The thirtieth board of SV Babylon will carefully maintain contact with contributing graduates to make sure that they will remain involved in the association and increase their willingness to support SV Babylon in assisting in activities.
- Because it is a lustrum year, there will be organised some activities especially for these groups.

4.2 Improving the professionalism of SV Babylon

Identity

- It is important for the association to have contacts with the business world, so that SV Babylon can function as a link between the students and the organisations.
- The board wants to maintain this identity by achieving a positive image among the members. The board members will wear a board suit, a T-shirt or a blouse at activities organised by SV Babylon, so they are always recognisable.
- They will be present at as many activities as possible.

Professional communication

- The board aims for a professional communication to both internal and external relations. This includes timely communication, as well as clear communication to partners.
- The board will communicate in a different way to its members than to external partners, such as sponsors.

Maintaining the corporate identity

- The board aspires a uniform corporate identity in their internal and external communication. The previous boards' format will be continued.
- The board emphasises the importance of informing the committees about the corporate identity. The corporate identity will be explained in the committee handbook.
- Because most of the communication to the members of SV Babylon will be in English, it is important to make agreements on what English will be used. The thirtieth board has decided to apply the rules of British-English in their texts.
- Furthermore, the board wants to obligate all committees to use the same PowerPoint lay-out in all presentations.

Mats: Experience has shown that the implementation of British-English in texts is sometimes difficult. It needs to be communicated towards the committees in a clear way what the rules are from the British-English language

Suzanne: Yes, we will give them a list with the most used notions and an overview what the main differences are between American-English and British-English.

Anne: There are a lot of people who don't know the difference between these two.

Suzanne: That is true, but we will communicate it in a clear way and we want to pay a lot of attention to it ourselves to use it the right way.

Privacy

- From the 25th of May 2018, the privacy policy has changed. The Commissioner of External Affairs will be the main person responsible for being up to date with this matter. Due to the new legislation, various changes will have to be made.
- The biggest change is that the registration list cannot be visible for non-authorized people. This means that, after a list is used, it must be stored safely. Furthermore, the personal log in for protected part of the website with the photos will contribute to the privacy status of the association.

Maud: Is it also a violation of privacy if only the name of someone is on the list.

Suzanne: Yes, that is also not allowed to be seen by non-authorized people.

Mats: Do you have an alternative for Drive? Because this cannot be used anymore, according to the new rules.

Suzanne: Yes, that is *Edugroep*, which has been mentioned in a meeting of the SOFv. Unfortunately, this has a limited capacity, so we must look at other options.

- It will be the task of the thirtieth board to get as many current SV Babylon members as possible to sign the new policy as well.

Marco: It might be an idea to take the privacy policy to the Orientation Week. It is practical if people subscribe to the Orientation Week and must immediately accept the policy.

Suzanne: New Babylon members will have to check the box on the subscription form that they accept the conditions of the privacy policy. So that is not necessary.

Babylon Room

- The boards want the Babylon Room to be a nice and accessible place for all members. Moreover, the board will put great effort into getting to know all the members and into bonding with them during the open office hours.
- And as already mentioned, the board will experiment with extending the open office hours.

Social media

- This upcoming year, SV Babylon uses many different social media channels, which will be managed by the Secretary: Twitter, Instagram, Facebook and LinkedIn.
- While using the different social media, the board will make a clear difference between posting more formal information on Twitter and LinkedIn and more informal updates on Facebook and Instagram.
- Next year, the board wants to use Twitter and LinkedIn in a more active way than it was used previously. On LinkedIn, the thirtieth board wants to give updates to the lecturers and members of SV Babylon on vacant posts or interesting subjects in the work-field.

Mats: Do you know who follow us on Twitter? Because I read that you want to use it for professors.

Suzanne: No, we want to use it to reach external relations like companies.

Mats: Then that need to be corrected in the Policy Plan.

Website

- The board wants to use the website as the most important communication channel for external parties. For members, the main communication channel will be the Facebook group.
- The website will be an important supporting tool for the communication with members. A monthly overview of all activities will also be posted on the website, just as the pictures after an event has taken place.
- To maintain the association's professionalism, photos on the website can only be viewed by members by logging in with a password. Considering the new privacy policy that was established this year, the thirtieth board will make sure that every member receives an own password connected to their e-mail address.
- The website is available in as well English as Dutch.

Clothing

- The clothing of the board, committees and members of SV Babylon plays an important role in maintaining the professional image of SV Babylon. To warrant the professional image, as well as the accessibility of the board, the board will adapt their clothing to suit the activity attended. The suits of the board will be worn during the most formal activities, such as the constitution *borrels*, the congress and company visits. This year, the thirtieth board will introduce blouses, printed with the position of the board member. These will be worn during activities where there used to be the doubt if the board should wear their T-shirts or their suits. These are formal activities, like workshops, the Career Event and other activities where external speakers will attend. Members wear their 'normal' clothes on these events so the board should not wear a suit. The T-shirt on the other hand, is very informal, because the board also wear these on parties. The blouse is therefore a very good option for the formal activities. The T-shirts will be worn during festive and informal activities, such as the *borrels*, BaMyPo and Inglorious parties and the Orientation Week.
- Regarding the committees, the thirtieth board will recommend the committees to purchase a committee t-shirt. The Graphic Design Committee and the Publication Committee will probably not purchase a shirt, because they do not have a public appearance.

Eline v L: How will you choose which logo to print on the clothing? The old or the new logo? Because officially, there is no new logo yet.

Suzanne: Maybe it can be printed afterwards.

Anne: We also had an English logo printed on our shirts and sweaters. This was not the official logo.

Luuk: We will have to discuss what to do with this.

Maud: I think it is a very good idea to add blouses. Will these be blue?

Suzanne: Yes, they will be dark blue.

Mats: The Almanac Committee should be added to the list of committees who do not purchase committee shirts.

Maartje: I think they should have the possibility to wear the committee shirts during the photo sessions and when selling the books.

Maud: They should have to decide for themselves if they want to have committee shirts.

- The thirtieth board advises the formal committees to purchase shirts in the colours of SV Babylon, so orange and/or blue. The informal committees can design their

own shirts. However, it is obligated to print at least the function, name and committee on the T-shirt. Besides that, the lustrum logo will be printed on the back of the shirt. This also applies to the T-shirt of the board members.

Maud: Will all committees have the lustrum logo printed on their shirts?

Suzanne: Yes, because the committees will only use the shirts for one year and we want it to be clear to everyone that this year is a lustrum year.

Business Cards

- It has been decided to design a general business card, which includes the Chair's and the Commissioner of External Affairs' contact information.
- The business cards will be mainly in English, because the e-mail addresses of the Chair and the Commissioner of External Affairs will be in English from the next year on. The name of the functions will also be in Dutch.

Formal committees

- The thirtieth board will fuse the Career Committee with the Career Event Committee. These two committees are relative 'inactive' committees and therefore they might not be very appealing to join for members.
- Mainly the Career Committee had not much to do the past year.
- The committee will proceed under the name 'Career Committee'.
- The thirtieth board has decided that the Commissioner of External Affairs will coordinate the committee.
- Besides the Career Committee, the thirtieth board will also have the Committee of Formal Activities. They will focus more on organizing company visits.

Eline v L: In the Policy Plan is written that the Career Committee has been neglected in the past years.

Suzanne: We know that was not the case in the year when you were board, so we already changed this in the Policy Plan.

4.3 Improve and strengthen the image of SV Babylon

Companies and organisations

During formal activities like the Career Event or the Congress, companies and organisations will be received in a neat, friendly and professional way. This will improve the bonds with the companies and improve the image of SV Babylon. A positive image of the association furthermore contributes to the future of the students, because in that way, they get the chance to fix possible internship opportunities, build a network or even find a job.

Potential and current sponsors

- Potential and current sponsors also need to have a positive image of SV Babylon. This will be realised by having lots of personal contact with them, by keeping them up to date and by inviting them to formal activities. It is important that they know what SV Babylon is and what the association could offer.
- Most of the committees will need to search for sponsors. Therefore, sponsor members will be assigned. The Commissioner of External Affairs will provide a sponsor training, to assure that the first contact between companies and the sponsor members will be professional and effective. This will contribute to the professional image of SV Babylon.

Study and student associations

- The contact with other study and student associations is very important, because this could offer a fruitful collaboration in which associations can learn from each other through sharing experiences, ideas and visions.
- A partnership with other associations could consist of organising formal and/or informal activities with other associations, in which the members of SV Babylon will get the chance to get to know other students and share experiences.
- Furthermore, the board will visit as many Constitution *borrels* as possible. The board will also send a birthday card when other associations have their anniversary. At the same time, it will be positive for SV Babylon, when it reaches out to a bigger number of students. The thirtieth board will also employ its own connections with other associations to start new collaborations.

Members and other students

- It is important for members and other students that they are able to contact SV Babylon for questions and troubles. Therefore, members should think of SV Babylon as an association that can offer help if necessary.
- The board wants to focus more on the study-related activities to improve the professional image of SV Babylon.
 - o These activities will include for instance an APA workshop and an exam tip hour.
- Furthermore, it is important that the association emits tranquillity and unity, as well as creativity and innovation. The Career Committee, the Committee of Formal Activities and the Congress Committee are the pre-eminent committees to excel professionally to maintain this image.

Lecturers

- It is also very important that the lecturers and professors of Communication and Information Studies have a positive image of SV Babylon.
- The lecturers and professors are of great importance for the association both professionally and financially. The more mature and serious SV Babylon handles, the more support could be expected. The bigger focus on study-related activities will improve the bond between SV Babylon and the lecturers and professors.
- The board will frequently have personal contact with the lecturers and professors and will organise activities with and for lecturers/professors. The twenty-eighth board organised a Pubquiz with the lecturers and professors as team captains. This event was well received by the lecturers and professors which made the current board decide to repeat this successful event next year.
- Due to the lustrum year, the professors and lecturers and professors will be included in more activities, such as the opening of the lustrum year

Mats: You want to include the professors in more activities, but how would you like to do that?

Suzanne: We want to include them in activities such as the exam tip hour and workshops.

Kai: There are also tips that lecturers rather not hear. And students are also different if lecturers are present at something like the exam tip hour.

Suzanne: We want them to give the tips, not that they are just present.

Patrick: Don't you think that it is more difficult for the student to ask tips of a lecturer than of an older student?

Suzanne: Yes, that might be.

Marco: If it would be me, I would prefer a senior student over a lecturer to give me tips about the exams. They can tell the first-year students what questions they can expect for example.

Luuk: But maybe if you could ask a lecturer to come to the Babylon Room and answer some additional questions of first-year students, they would probably do that.

Kai: It is a very good way of including lecturers in activities of SV Babylon and I think students would be interested as well.

Marco: When we organised an exam tip hour, only five members came. A lecturer would not want to come if only five students show up. So, what will you do in that case?

Luuk: We would tell the members to subscribe for this exam tip hour, so we know beforehand how many students will come. If enough people subscribe, then we ask a lecturer to come. If there aren't enough subscriptions, then we would ask a senior student.

Suzanne: It is not just one exam tip hour, but multiple tip hours and they are all different. Some are carried out by students for students, others are carried out by lecturers. And we would like to organise a SPSS workshop and an APA training for example.

Sabine: Maybe you could think of something else than the Pub Lecture. The Pubquiz is always a success, but the Pub Lecture not. And it is not very appealing for the lecturers if they always participate in the same activities every year.

4.4 Strengthen ties with external relations

Keeping in touch with sponsors

- As mentioned earlier, the sponsors are essential to SV Babylon. Through their support they facilitate the activities that the association organises. To safeguard the ties the association has with those relations the twenty-ninth board will have to keep in touch with the sponsors.
- The amount of contact will depend on the sponsor as it varies from company as to how much they want to be contacted.
- The communication will go through several channels, such as social media, through the phone, e-mailing and verbally. By doing so the association will create a professional climate which on its turn will lead to more positive negotiations.

Stimulate and optimise using the contact file

- The thirtieth board, like the twenty-ninth board, will continue to work with the contact file, created by the twenty-seventh board. This file will be a clear overview, which can be used as a starting point for new sponsor contacts and to quickly and easily identify which companies are interested or not.
- During personal discussions between the Commissioner of External Affairs and sponsor members of committees, the sponsor members will be made aware of the business and contacts file. This contact file can be used by members within the study association but can also be used as a database for other purposes, such as an internship within a company.

Strengthen the bonds with (sister-)associations

- The former boards have strengthened the bonds with the sister-associations in Amsterdam, Groningen, Tilburg and Utrecht by attending their constitution *borrels*. The thirtieth board will follow this course and will attend as many constitution *borrels* as possible.

- The Sisterday will be organised twice this year by a different association and the thirtieth board will attend them.
- The thirtieth board will also bond with other associations in Nijmegen.

Recruiting sponsors

- SV Babylon understands the importance of the association's sponsors and knows that they are essential. The Commissioner of External Affairs will strengthen those bonds and try to expand those relations.
- How the thirtieth board will recruit new sponsors, will be dealt with later in this presentation.

Business gift

The thirtieth board has various business gifts to offer:

- The twenty-ninth board has re-introduced the Dopper as a business gift, the colour has changed into a dark blue one. The thirtieth board will also offer these Doppers as a business gift.
- The fruit infusers the twenty-eighth board had in their merchandise will also be used as business gifts for the people who already own a Babylon Dopper. The reason to take them out of the merchandise is that they did not sell very well. This way they will still be of use.

Sabine: Maybe it is better to introduce something else as a business gift, not the Doppers or fruit infusers. Maybe a notebook like the twenty-eight board?

Luuk: Yes, we were also thinking about that. But a lot of Doppers and fruit infusers are left so it would be a shame to not use them anymore.

Sabine: Yes, but if there are any notebooks left, then maybe you should better give a Dopper and a notebook than a Dopper and a fruit infuser, because these are very similar products.

Suzanne: We would have to check if these products have the old Babylon logo printed on them. Because if they do, we cannot use them.

Mats: There is no logo printed on the Dopper or fruit infuser.

Local pub

- The thirtieth board has renewed the contract with the Malle Babbe as the local pub of SV Babylon.
- SV Babylon has always had a good relationship with the Malle Babbe and the thirtieth board will try to safeguard this relationship.
- The Commissioner of Activities will be responsible for the contact with the Malle Babbe.

Patrick and Tijs are leaving. Patrick has authorized Kai.

5. General board tasks:

- Coordinate and attend activities organised by SV Babylon and (constitution) drinks of other associations.
- Always represent SV Babylon in a professional manner.
- Facilitate open office hours at the Babylon Room.

Maud: Did we skip the part about the lustrum year?

Suzanne: No, I will discuss that later.

5.1 Chair: Suzanne Klein Wolterink

Tasks and responsibilities:

- Suzanne has the final responsibility for SV Babylon;
- Suzanne will lead and coordinate the board and SV Babylon in general;
- Suzanne is the external representative of SV Babylon (in cooperation with the Commissioner of External Affairs);
- Suzanne must approve and monitor budgets and the till;
- Suzanne will carry out job interviews for potential new board members in cooperation with the Vice-Chair;
- Suzanne will coordinate the Active Member Nights and the Active Member Trip (in cooperation with the entire thirtieth board of SV Babylon).
- Suzanne is confidential contact person for the members of SV Babylon.

Personal goals:

1. *Carry out tasks in a correct and professional manner, to ensure that the set goals are met.*
 - The Chair will carry out her tasks as adequately and professionally as possible.
 - The Chair will be a role model.
 - The Chair will represent SV Babylon in a professional way.
 - The Chair will have an open attitude towards the members of SV Babylon and external parties.
2. *Monitor all activities organised by SV Babylon.*
 - The Chair will be aware of everything that is going on within committees.
 - She will monitor and offer support if necessary.
 - She will cooperate with the coordinators of the various committees.\
3. *Maintain the strengthen contact with (active) members to increase bonding between them and the association.*
 - The Chair is responsible for creating an open atmosphere and for offering the sufficient tools for members for facilitating the connection to the association.
 - The Chair will adopt an interested and pro-active attitude towards all members.
 - There will be a slight emphasis on the contact with the first-year and the premaster students.
 - She will attend open office hours frequently.
 - The Chair will be the confidant of the association together with Luuk van den Reek. Members can approach them for a confidential conversation.
4. *Lead and guide the board.*
 - The Chair will always realise that she is working towards a desirable outcome accompanied by her five board members. By way of (weekly) board meetings the Chair will ensure that every board member is involved in the decisions that are made.
 - Every board member has equal right to provide input and decisions are made mainly jointly.
 - The Chair will work on establishing a good and open atmosphere, which will make the board a team that functions on the highest level.

- Problems that arise within the board or the association will be communicated amongst the board members, so that they are aware of the situation and can offer support in finding a solution.
 - If necessary, the Chair can intervene and give orders to the fellow board members.
5. *Become the 'face' of the association.*
- Recognition of the thirtieth board is essential for SV Babylon to be able to leave behind a positive and professional impression inside and outside the association. The thirtieth board will therefore try its best to maximise visibility from the very beginning of the academic year. In order to do so, the Chair and her fellow board members will participate in the Orientation Week and make contact with as many new students as possible.
 - The Chair will introduce herself at meetings of every committee, so active members know both their coordinator and the chair of the board.
 - The Chair stays in touch with parties involved in the association throughout the year. This clarifies who carries responsibility for the association and who to talk to with business of all sorts.
6. *Maintain contact with external relations.*
- The Chair will actively try to expand the network of SV Babylon and will stimulate her fellow board members to do the same. She will go out in the field and look for new sponsors that can be added to the company database.
 - Study and student associations from Nijmegen and sister associations are also part of the external relations.
 - In the footsteps of preceding boards, the narrow contact with the D-team will be maintained. This is required, because some activities are organised in cooperation with them, such as the Career Event and CIS in the Field.
 - In contrary to the previous board, the thirtieth board will invest extra effort in maintaining and strengthening the bond with former boards, contributing graduates and alumni. On the occasion of the sixth lustrum of SV Babylon, several activities will be organised for these parties. They will be invited to a *borrel*, to introduce the lustrum year, together with the professors. Secondly, there will be an activity for them during the Lustrum Week. By maintaining the contact with alumni and contributing graduates they remain available for certain events where they can participate in.

Mats: Will there be an activity in the Lustrum Week especially for lecturers and professors?

Suzanne: Not in the Lustrum Week itself, but very nearby the lustrum.

Lustrum Committee

- This year will be the sixth lustrum of SV Babylon.
- There is a budget of 5000 euros.
- There will be a balanced distribution between informal and formal activities.
- There will be activities in the lustrum year especially for professors, alumni and contributing graduates.
- A lot of attention will be paid to and more money will be spent on the promotion of all the activities.

The Lustrum Week:

- On Monday there will be an opening activity and an evening activity.
- On Tuesday there will be an evening activity.
- On Wednesday there will also be an evening activity.
- On Thursday there will be a free lunch in the Babylon Room and a closing party.

Not a lot can be said about these activities, because it is still a secret what the activities will be. Only the board and the Lustrum Committee knows.

Suzanne says that not every activity will have a link with the theme of the lustrum year, because then there will be more limitations.

Eline: Are you going to do something in collaboration with Mycelium? They also have a lustrum next year.

Suzanne: We have had contact with them, we probably will organise the closing party together with them. Also, we approached them to organise the prom together, but they already had something else in mind. But we might organise the prom with other associations that have a lustrum.

Maud (in behalf of Lotte and herself): There is not much information available about the lustrum activities. It is understandable that it is a secret and you cannot say much about it. That is probably why in the Policy Plan, very little is written about the lustrum year. However, it needs to be clear that the board should have thought it all out by now. So, in the Policy Plan, a lot more can be written about the Lustrum than just one page.

Suzanne: We will expand the information about the lustrum year in the Policy Plan.

Maud (in behalf of Lotte): For the lustrum, you may think very big. I am worried that the Lustrum Week is very similar to the Dies Week. Maybe a trip to another country could be an idea?

Suzanne: There are already plans for an extra trip, but we cannot say much about that yet.

Maud: You must make choices in which activities you will organise. You can leave the year planning of last year aside.

Dominique: We will come back to that.

Maud: I think the prom should be the cherry on top: it should be the most awesome event in the lustrum year.

Luuk: There are a lot of awesome ideas for the prom, but it would be a shame to reveal these already.

Sabine: For the next lustrum year it should be very clear that they should start very early with the Almanac. The committee should not have to wait until the Consecutive Board is announced.

Luuk: I think the Almanac should have been more concrete by now. The committee has a lot of catching up to do during the summer.

Sabine: It was very difficult that the Almanac belongs to the Consecutive Board, for example the budget was not determined yet.

Eline v L: Yes, that should have been done a lot earlier.

Maud: I see that 2000 euros will be spent on the Almanac. But will members still have to pay to purchase the book?

Suzanne: They will only have to pay 2 euros and 50 cents.

Suzanne gives the floor to Susanne.

5.2 Secretary: Susanne Luijff

Tasks and responsibilities:

- Susanne must manage the member administration
- She must take care of the minutes of meetings
- She will respond to e-mails
- She will update the website and social media regularly.

There are also a few tasks that have changed compared to last year:

- This year, the secretary will be responsible for the Babylon Magazine, instead of the Commissioner of Internal Affairs like previous years. This involves the responsibility of the coordination of the Publication Committee and the Graphic Design Committee.

While clarifying the most important tasks, Susanne will also explain in more detail the reasons for this change.

Eline: Making and distributing the newsletter (Babbel) is not mentioned in the Policy Plan as a task of the secretary.

Susanne: We will add that.

Member file

It is important that the secretary adds new members as soon as possible and archive the students who aren't Babylon members anymore, to keep the member file fully up to date.

Minutes

The secretary will write, spread and archive the minutes of the board meetings and the General Member Meetings. For these minutes, the corporate identity of Babylon will be used.

E-mail

- It is the responsibility of the secretary to read and answer all e-mail sent to Babylon, as soon as possible. It is important to make sure that the communication of Babylon is as professional and as efficient as possible.
- The e-mail address of the Secretary, just as the e-mail addresses of the other board members, will be changed to an English version of it. This is because of the increasing internationalization of the association and because the board wants to be consistent in the use of English.

Ivo: I would wait to change the e-mail addresses into English until there is decided on a new name. If you must change the e-mail address twice, it could be very confusing.

Marco: All e-mails will be transferred, so it does not really matter if the e-mail address will have to change again.

Anne: It is confusing if you must communicate twice that the e-mail addresses have changed.

- To reach specifically the pre-master students, the secretary will use e-mail to update them on the upcoming activities where they are interested in. The interest-list of premasters interested in formal activities will be used.

Website and social media

- The secretary is responsible for updating and maintaining the website and for frequently updating the social media.
- Regarding the social media channels, there has been decided that the secretary will oversee the Facebook, Twitter, Instagram and LinkedIn. In previous years, the twitter and LinkedIn page were the responsibility of the Commissioner of External Affairs, but we think it is more efficient if the communication of the association is the responsibility of one person.

Amber: Why did you choose to let the Secretary oversee LinkedIn and Twitter?

Susanne: If only one person oversees the social media, the communication towards members and external parties is more consistent. And this way, there is a clearer distribution of tasks.

Mats: To add people to the Facebook group of SV Babylon, they should be a friend on Facebook. The board should use the Orientation Week to befriend as much new members as possible to add them to the Facebook group.

Maud: Do you think you will manage to do all these tasks? Because for Eline it was sometimes very busy to update the social media and to write the minutes. Therefore, we divided the social media channels among the Secretary and the Commissioner of External Affairs.

Susanne: I will not have many classes, so I think I will have time to this.

Amber: You can also make it other board members write the posts for on social media.

Susanne: Indeed. I will not write all the posts, but I will read them and change them if necessary. Afterwards, I will post them.

- Each medium will be targeted at a certain group. Twitter and LinkedIn will mainly focus on professors/lecturers, companies and other professional affairs. Facebook and Instagram, however, will be aimed at members/students. Posts on these last two media will be more informal.
- To be consistent in our communication to external parties but also to the members, English will be used as the operating language.
- The website will be available in English and Dutch, just as the previous years. Twitter and Instagram will only be in English to avoid long posts. LinkedIn and Facebook will follow the principle Dutch follows English, which is changed compared to last year.

Maud: English followed by Dutch does that mean Dutch follows English?

Susanne: Yes, we will use the principle Dutch follows English.

Final editor of the Babylon Magazine

- Based on advice of the twenty-ninth board, the thirtieth board has decided to create another way of distributing the tasks among the members of the board. The Commissioner of Internal Affairs will now coordinate all the formal committees, which is efficient because these are strongly connected with the study program and the lecturers/professors. The Secretary of the twenty-ninth board has experienced some difficulties in contacting the lecturers and professors, because this had to be done through the Commissioner of Internal Affairs. At the same time the Secretary oversees all the means of communication, so it is more efficient to also make the Babylon Magazine one of her responsibilities. Furthermore, the connection between the Secretary and the Graphic Design Committee is more direct this way, and it is therefore easier for the Secretary to

ask the committee to design a banner for upcoming events. The thirtieth board is sure that this is a more effective way of working.

- As a remark, in the uploaded policy plan, it is said that the Publication Committee can be asked for banners by the secretary, but this should be the Graphic Design Committee of course. We have already adjusted this in the new version of our policy plan.

Eline v L: You say that the thirtieth board decided this based on advice of the twenty-ninth board, but I am not sure you can base it on their experiences because the secretary of the twenty-ninth board was not fully in function. She did not have any committees. It was hard for me to keep up with all the work, so you should really keep that in mind.

Susanne: I think I can handle it because I only have to get 15 ECTS this year, so I do not have much classes. It probably will not be possible if a second-year student is in the position of the Secretary.

Sabine: Then you should be very clear to the next board that this division of tasks is an exception. You have a lot of tasks right now.

Luuk: We have discussed it very often, but we really think that this is the right way.

Maartje: It is way more efficient this way.

Eline v L: I get that it is a more logic task distribution, but it is not very fair if you look at the workload.

Susanne: We are aware of that, but I really like to be the coordinator of the Babylon Magazine and I am sure that my board members will help me if I can't handle the pressure anymore.

Tasks of final editor

- The secretary will thus be final editor of the Babylon Magazine.
- Susanne will ensure that the Babylon Magazine is delivered in perfect visual and textual state. This is important to maintain the professionalism of Babylon.
- The Babylon Magazine is created by the Publication Committee and the Graphic Design Committee, so these will be coordinated by the secretary as final editor.

Coordinate the Publication Committee

- It is of great importance that the Publication Committee members control each other's articles with great care to be able to publish every single article as correct as possible.
- Because the number of international members grows massively, the thirtieth board has decided to transform the whole Babylon Magazine into an English magazine, to make it readable for everybody.
- International committee members will be more than welcome to join.
- For a couple of years now, the Publication Committee has been writing blogs for the Babylon website. As the board has mentioned in their policy plan, they had the feeling that most of the blogs do not have a wide reach. The effort could better be put in improving the content of the Babylon Magazine. However, the twenty-ninth board has provided a "end-of-year questionnaire." The thirtieth board wanted to wait for these results to make a final decision. The statistics have shown that mainly one of the blogs has been read very often: this was the blog about the hidden logos. The board has concluded that more communication-related articles regarding the study, the work field or big news subjects should be more interesting for the members to read. This is why the thirtieth board would not want to stop with posting blog posts, but we would like to change the subjects a bit.

Sabine: For the blogs, you should really try to improve the promotion of these articles. I think it is very good that the Babylon Magazine is now completely in English.

Marco: If something happens in the news, you can easily keep it study related.

Luuk: Yes, we also thought about asking professors to write a piece for the blog, maybe to explain something in the news in a communication related way.

Sabine: Yes, that is a good idea. I do not think you should let the committee members write all the blogs, but you can also let external people do this, to release the work pressure of the committee. Maybe you can also ask alumni.

Coordinate the Graphic Design Committee

- One of the main tasks of this committee is the design of the Babylon Magazine.
- Aside from that, this committee is responsible for the main part of the communication material of SV Babylon. Via digital order forms other committees can ask for help of this committee.
- Because of the growing degree of internationalization of SV Babylon, it will be possible for international members to become a member of the Graphic Design Committee, just like last year. The used programs are already in English and the order forms too, so this will ensure a successful integration of international students.
- And has already been mentioned, the whole Babylon Magazine will be in English from this year on.

Susanne gives the floor to Maartje.

5.3 Treasurer: Maartje Slot

Tasks and responsibilities

The Treasurer is, along with the Chair, responsible for the financial affairs within SV Babylon. She will make sure that the expenditure does not exceed the revenue and that the organisation's money is spent in a way that is beneficial to its members. The function of Treasurer will be occupied by Maartje Slot with pride and enthusiasm in the academic year of 2018-2019.

The treasurer takes care of the organisation's financial affairs by:

- Paying invoices;
- Collecting membership-fees;
- Managing the cash registers;
- Prepare activity cash registers;
- Managing declarations;
- Managing advances;
- Monitor the committee treasurers and support them;
- Managing the administration (physical and in Conscribo);
- Making the financial annual report;
- Fulfilling the general board tasks.

Budget 2018-2019

Maartje presents the budget of 2018-2019. First, the expected earnings. The earnings are not very different from last year, the only change is that there is more money because of the lustrum year. The sponsors remain the Rabobank, van Buren, StageMax, de Waagh and StudyStore. Maartje says that it is not sure if VacanceSoleil will still sponsor SV Babylon next year.

Marco: You cannot count on the 450 euros we got from VacanceSoleil, because they will probably not sponsor SV Babylon again next year. And you should add the 75 euros from The Tosti Club.

Next, Maartje presents the expected expenses of 2018-2019. Most of the expenses are standard. Less is budgeted for the Doppers and business gifts because there a lot of Doppers and fruit infusers left from last year.

Ivo: I think that you will not need more money for the Doppers.

Maartje: No, but we do need money if we want to purchase new business gifts.

Sabine: For the Rag Week it is good to find buyers of the calendar beforehand, so you know how much you should purchase.

Anne: The earnings of the BaMyPo is not in the budget. This is 250 euros.

Ivo: I forgot them too when I made the budget last year, but it is important to include this in the budget.

A part of the expenses of SV Babylon go to the Career Day, the Congress, the formal activities, the Study Trip, the Career Committee, the Career Day and the Orientation Week Committee.

Ivo: Maybe you should also spend more money on the prom. If I were you, I would spend more money on that, and less money on the Doppers

Maartje: We had a doubt if it was okay to spend a lot of money on the prom, because it the prom is not for every member..

Anne: The prom is the biggest event, so a lot of members will come. I would also spend it on the prom.

Ivo: Yes, the money has a good purpose if it goes to this event.

- The 1500 euros SV Babylon receives from the D-team will be invested in the Congress and the Career Day.
- 500 euros will be spent on the change of the name and the logo of the association.

Sabine: The Career Committee and the Congress Committee are now together one committee, right?

Maartje: That's right, we have to adjust this.

Next, Maartje presents the result: 20537,00 (total earnings) – 20283,32 (total expenses) = 253,68 euros left.

- We could spend more money on the lunches, because they are free this year.
- We could spend more money on the Committee Market, to make it more appealing with free drinks and food.
- We will spend a big part of the spare money on a lustrum activity such as the Study Trip or the Prom.

Anne: For the Committee Market, you must keep in mind that apparently it costs money to hire the tables and it is quite a lot of money. Last year, I discussed it beforehand with the doorman in the Erasmus Hall, and he just said to grab some tables from classrooms. But officially, it costs money. Just so you know.

Suzanne: Okay, we will try to arrange it the same way as you did. But if we do need to pay, we have the money.

Dominique: I was thinking, maybe it is a good idea to use a classroom in the Erasmus building for the Committee Market.

Ivo: That is not very practical, a lot of people will walk past the classroom and it is not convenient if people have class there.

Eline: Why have you budgeted 200 euros for the Change of the Board General Member Meeting?

Maartje: For the use of Café Van Buren and for drinks and snacks.

Mats: I just have a question of interest: maybe it is an idea to purchase a Babylon stand? It can be used during the Orientation Week, and other activities. With the money that is left, you could think about things like this.

Maartje: Yes, we were also thinking about purchasing something this year that can still be used for many years after us.

Marco: The expected result must be zero, so actually you should put the rest of the money on the budget as a 'reserve' to make it equal. You cannot make any profit.

Ivo: But you do to have money left on the budget, you cannot use it all.

Marco: No, but you cannot have a purpose to make profit.

Maartje: It is happening for years in this way, but I can change it if it is necessary.

Conscribo

- Full administration (earnings and costs) will be processed in Conscribo.
- Physical administration will continue as well.

Study Trip Committee

- Maartje will be the Coordinator of the Study Trip Committee the upcoming year.
- The Study Trip will not be in Europe, but outside of Europe. It is a lustrum year, and people expect big activities. This year, we get compensation from the 'vakgroep' if we go to a country where they speak French, English, German or Spanish. The Committee may decide where the trip will go, but the board will definitely recommend using the compensation.
- The contribution of SV Babylon to the Study Trip Committee will be 800 euros just like last year.

Almanac Committee

- Maartje will also be the coordinator of the Almanac Committee.
- The Almanac will be distributed around the end of April / the start of May.
- The contribution of SV Babylon to the Almanac Committee will be 2000 euros.
- The Almanac will be available for 2 euro 50.
- 2000 euros of the 5000 is a lot of course, but the minimum of making an Almanac is 2000 euros, so if the board would give less to the Almanac, then the selling price must be very high, or a lot of effort must be put in finding sponsors. That is why the thirtieth board will spend this amount of money on the Almanac.

5.4 Commissioner of Internal Affairs: Eline Giesbers

Tasks and responsibilities

- The Commissioner of Internal Affairs will consolidate the link between SV Babylon and the study programme.
- She will maintain good relations with (contributing) graduates.
- She will take care of the book sales via StudyStore.
- She will coordinate the Education Committee
- She will coordinate the Committee of Formal Activities
- She will maintain contact with the Study Programme Committees.

Consolidate the link between SV Babylon and the study programme

- Eline will have personal contact with the lecturers.
- She will bring them a small present or treat on the National Day of the Teacher.
- She will invite the lecturers to teacher-student activities such as the Pubquiz.
- She will send them a Christmas card.
- The most important link between study association and study programme is study advisor Lucie Botterhuis, and of course her substitute when she goes on a pregnancy leave. The last few years the relation with the study advisor was really good and the thirtieth board will continue to build on this contact and if possible intensify it.

Maintain relations with (contributing graduates)

- All the contributing graduates will receive a birthday e-mail.
- The easiest way to reach out to alumni is via LinkedIn. There is, for example, an alumni page for CIS graduates.
- Due to the lustrum, some additional activities for alumni will be organised.

Take care of book sales via StudyStore

- This year, SV Babylon will again collaborate with StudyStore for the book sales.
- The contract with StudyStore will be renewed, because the partnership with them proved to be successful.

Coordinate the Education Committee

- Just as last year, the Education Committee (former Information committee) will be coordinated by the Commissioner of Internal Affairs.
- The Education Committee used to be called the 'Information Committee', but the new and former Commissioners of Internal Affairs of SV Babylon have decided together that the name of this committee will change. This change is made because there was some confusion about this. 'Information committee' was a bit unclear and vague. Furthermore, this committee is really about education, because of all the education-oriented activities.
- The tasks of the Education Committee consist of organising the information activities of SV Babylon and the study programme of Communication and Information Studies. This will be done together with the study advisor.
- Activities which are organised by this committee are the following: orientation days, the Family Day and the Study Choice Check. On top of that, it would be interesting if this committee could organise events like exam preparation hour, and an APA and/or SPSS workshop.

Sabine: Organising activities for alumni is part of the Education Committee, but it might be more practical to just leave it to the Lustrum Committee every five years, because the turnout on alumni activities is never good.

Kai: An activity every five years is very limited.

Mats: Maybe you should ask the alumni what they expect.

Sabine: If you have done this, you should mention it in the report.

Coordinate the Committee of Formal Activities

- The thirtieth board of SV Babylon has chosen to make the Commissioner of Internal Affairs responsible for the Committee of Formal Activities.
- This has been decided to create a better distribution of tasks among the members of the board. As the Commissioner of Internal Affairs has become similar to a Commissioner of Education, it is important that this board member is the

coordinator of every formal activity, because these are strongly connected with the study programme and the lecturers/professors. Before, the Secretary had to contact the Commissioner of Internal Affairs, to organise activities which included lecturers/professors, for example the Pub Quiz. The thirtieth board thinks this is a cumbersome way of working, and that this can be more efficient.

- The Committee of Formal Activities has the task of organising formal activities. By organising formal activities, members will get the opportunity to experience some different aspects of the business life.
- The committee gives the students an insight in the company life. This will be realised by organising company visits, lectures and more.
- In a committee like this it is important that there is an equal representation of students in all stages of their study program. This way, first-, second- and third-year students will all be included in the activities. By doing so, students from different grades will be in touch with each other and activities will see a high attendance.
- The Commissioner of Internal Affairs will start early with the promotion of these activities. This will take place on the website, social media, but also when the circumstances allow it, through lecture talks or by sending a slide about the activity to a professor so he/she can include it in the break of his/her lecture.

Eline v L: In the Policy Plan, it is written that the Commissioner of Internal Affairs, you, will keep an extra eye on the active counselling of the Committee of Formal Activities to make them think out of the box. This has been written in the Policy Plan for many years, but how will you make this happen this year?

Eline: We would like to do other things than usual, I will try to make them think about original events.

Eline VL: You could use the extra money for this purpose.

Suzanne: Yes, for some of the activities we would like to ask very interesting and more famous speakers.

Maintain contact with the Study programme Committees

- The Study Programme Committees (former Education Programme committees) consist of several student members and five teacher members who tend to ensure and improve the quality of the study programme CIS.
- The change of the name is because the committee is about the study programme, and to avoid confusion about this committee and the former information committee.
- It is of great importance that SV Babylon, and especially the Commissioner of Internal Affairs, is up to date of all study-related issues to be able to improve the synchronisation between study programme and study association.
- Furthermore, this year a closed Facebook group was again made, called '*Jaarraad CIW B3 2017-2018*' (year council). This group consisted of around 30 CIS students, who gave their opinion about study-related questions posed by the Study Programme Committee.

Sabine: You will have to rewrite this subject in the Policy Plan a bit, because right now it seems like the Study Programme Committee is a part of SV Babylon. You are a committee member of this committee yourself and you do this with SV Babylon in the background.

Marco: Maybe it is better to describe that you are a 'shadow member' (*schaduwlid*) of the committee.

Eline: No, because this year I am actually a full member of the committee.

Sabine: I think it is a very good idea that you will become an active member of this

committee again. But you still must rewrite the text in the Policy Plan.
Eline: We will do that.

Summaries

- This year, there will not be a committee in charge of providing summaries, because the twenty-ninth board experienced difficulties, concerning the quality and the collecting.
- The thirtieth board decided to only promote the share of summaries on the Babylon Community.
- The community can only be accessed by members through the Babylon website, where they can share their summaries and find the summaries of other students.

Sabine: Maybe you should put the “summaries” as a subtitle beneath the Secretary and the Community in the Policy Plan.

Kai: I do not agree fully, because as the Commissioner of Internal Affairs, you should closely check these summaries. You do not have to promote the summaries, but you do have to keep an eye on what is posted on the Community. Furthermore, you should continually have contact with the lecturers about how they feel about the Community. You must be honest with them. They must know about the existence of the Community and that it is used for sharing summaries. If lecturers have a very negative opinion about this, then you should think of something else.

Eline VL: Are you going to check the quality of the summaries?

Eline: We will not check this, because on the Community, we are not responsible for the quality of the summaries. We only offer the members a platform where they can share it with each other.

Marco: You need to check if it isn't something weird that they are posting.

Sabine: Yes, we will check it, but we will not check every detail.

Maartje: We will not take too much responsibilities for that.

Anne: You should only filter the nonsense.

Luuk: We will also set up some rules about what can be posted on the Community and what not.

Sabine: Maybe you should let the study advisor introduce the Community to the D-team.

5.5 Commissioner of External Affairs: Luuk van den Reek

Task and responsibilities

- The Commissioner of External Affairs will ensure compliance with the corporate identity of the association;
- Luuk will receive representatives of companies in an appropriate manner during formal activities;
- He will maintain contact with external relations (verbally, by telephone or by email)
- He will keep the business file up to date;
- He will train and supervise the sponsor members of the committees;
- He will coordinate the Career Committee;
- He will coordinate the Congress Committee;
- He will ensure and transmit uniform and professional appearance of SV Babylon on external relations.

Image

- Luuk will keep in touch with the association's external relations.

- He also will ensure proper welcome for companies and speakers at the formal activities of the association.
- The Commissioner of External Affairs will create a more attractive environment for the current and future sponsors. This increases the likelihood that current sponsors will continue the agreement with SV Babylon and that new sponsors and/or companies will enter into a partnership with the association.

Contact with external affairs

This has already been discussed in 4.4: Strengthen ties with external relations.

Sponsor members and contact file

- The upcoming year, the Commissioner of External Affairs will also support sponsor members of all SV Babylon committees as optimally as possible. To realise this, there will be a sponsor training and consultation at the beginning of the academic year. During the training, members will learn how to approach a possible sponsor.
- Furthermore, the Commissioner of External Affairs will support the sponsor members actively
- Besides the support of the members, the Commissioner will also keep up with sponsors which are already approached.
- The Commissioner of External Affairs will maintain a contact file. This file will be used a lot throughout the year to look for sponsors. At a glance, you can see which companies and organisations already have been approached previously and if they have any interest in participating in activities or a sponsorship.

Marco: I gave you the advice to give the whole Orientation Week Committee the sponsor training, and not only the sponsor members. Experience shows that every member of this committee will approach sponsors at some point.

Luuk: Yes, that is true. We will adjust that in our Policy Plan.

Career committee

- During the previous year the Career Committee has been relatively inactive. To make the committee more exciting and appealing for future active members of SV Babylon, the thirtieth board has decided to combine the Career Committee and the Career Event Committee, which means the Career Committee will also organise the Career Event.
- The Career Event will be organised in February so the members who will be staying abroad during their first semester can also join.

Sabine: Are you going to work together with Mycelium because both SV Babylon and Mycelium have a lustrum year this year?

Suzanne: We have approached them for various activities, but they already have had a lot of activities planned this year.

Congress Committee

- The Congress Committee will be the responsibility of the Commissioner of External Affairs.
- The main goal of the Congress Committee is to organise a congress with a specific theme within our study field. During the congress there will be lectures, presentations and workshops given by experts in the working field, scientists or acknowledged companies.
- Experience has taught us that organising a congress takes a lot of time, therefore it is necessary that the committee members stay motivated and that they keep track of their schedules.

- The Commissioner of External Affairs will contact his colleagues at Mycelium, to see if they would consider working with SV Babylon again, after last year's successful cooperation. The thirtieth board also considers approaching Ruis, a study association of Communication Studies at the HAN.

Eline v L: Is SV Babylon going to organise the Congress as well as the National Day of Communication this year?

Luuk: No, in our Policy Plan we have written that the Day of Communication will be organised by another association this year, and we will do it next year together with Mycelium.

Mats: The choice to collaborate with an association like Ruis should be well considered, because this association is a lot smaller than us, and they probably cannot offer as much as we do.

- The thirtieth board would like to have a big, interesting speaker on the Congress. Speakers either cost nothing or they cost a lot. But speakers like Jan Versteegh or Arjen Lubach also will make sure that a lot of people come to the Congress. If visitors must pay an entrance price, then the costs will not be too high.

Kai: If you ever want to hire a big speaker for the Congress, this is the year to do it.

Membership benefits

- The thirtieth board will continue using the Babylon stickers. Those stickers provide, when shown, discount on many places.
- The board will hand out these stickers during the Committee Market. Furthermore, for the opening party of the sixth lustrum it is necessary to show the Babylon sticker to enter for free. When a member does not have a sticker, one of the members of the board will check on a member list, if this person is a member or not. If so, they will still receive a sticker.

Sabine: Maybe you can write the benefits of the Babylon sticker on the board in the Babylon Room.

Luuk: Yes, we wanted to print it and hang it up in the room.

- Luuk will try to extend the benefits and will search for other interesting deals.

Maud: I think you have some very good ideas, so you should put them in the Policy Plan.

Eline v L: Have you already thought about new possible deals?

Luuk: Nothing specific yet.

Mats: You can check other associations what deals they have. That can give you some new ideas.

Luuk: I was thinking of finding a deal with a snack bar near the Molenstraat, so members can get discount on snacks for example after a night out.

5.6 Commissioner of Activities: Dominique Paulissen

Task and responsibilities

- The Commissioner of Activities is responsible for making the year planning.
- She will organise the Committee Market and will compose the committees.
- She will coordinate her own committees.
- She will maintain contact with the Molenstraat.
- She will provide a promotion training to the promotion members of committees.
- She will organise activities for Stichting RAGweek

- She will fulfil the general board tasks.

Year planning

- The Commissioner of Activities is responsible for the year planning of all the activities of SV Babylon.
- The twenty-ninth board of SV Babylon added some activities to the year planning, causing some months to become too busy. As a result, the attendance of certain activities was lower than expected. The Commissioner of Activities of the thirtieth board will try to find a balance and plan the right amount of activities.
- Especially, because this year is a lustrum year, it will be harder to find this balance, since there are going to be more and bigger activities in comparison to other years. There are going to be two or three additional lustrum activities and it is important that the informal activities will not get the upper hand over the formal ones.
- The Commissioner of Activities will take the schedules of all the students into account, to make sure that the attendance of all the activities will be as high as possible.
- Dominique will give promotion training to the promotion members of the committees.

Maud: Are you going to promote the year planning among the members, so they already know what the activities are?

Dominique: Is that how it usually goes? I could do it, yes.

Sabine: Maybe on Facebook?

Maartje: Or a sticker in the Babylon Magazine with the year planning printed on it?

Eline VL: In our board year, we had uploaded the year planning on the site.

Luuk: How specific did you do that?

Sabine: I think we did it per month.

Dominique: I do not think that members feel the need to know what is going to happen in the whole year. We will just upload the planning for a month ahead.

Committee market and composing committees

- In the second week of the academic year the Commissioner of Activities is going to organise and coordinate a Committee Market.
- This Committee Market will be combined with a free lunch, so it is even more appealing for members to come to this activity.
- Dominique will try to divide the international students equally over the committees. The intention is to have at least two international students in each committee.
- She will also try to add students of different years in each committee to stimulate the contact between different years.

Committee of Informal Activities

- Organising the *borrels*, the BaMyPo parties and the Inglorious parties.
- There will also be room for them to organise one or two informal activities themselves.

Sabine: Have you considered, while planning the informal activities in the year planning, the reduction of the total activities? Because you said that last year there were too many activities and the turnout was therefore not that big.

Dominique: Yes, I have taken it into account, but I could not totally reduce the activities, because then they would not be able to give input themselves for activities.

Anne: I see that the Christmas dinner is missing, is that because you do not want to do that this year?

Dominique: That is indeed an activity of the Committee of Informal Activities, so I will add this.

- Normally, the CIA organises the Dies Week, but because this will be the Lustrum Week next year, they would not have to organise that. However, the Committee of Informal Activities will collaborate with the Lustrum Committee when this is necessary.

Prom Committee

- Since SV Babylon is celebrating her sixth lustrum, there will be a larger budget for the prom this year.
- The thirtieth board decided to go big this year and choose a spectacular location to organise the prom.
- The thirtieth board wants to organise the prom in collaboration with other association that are celebrating their lustrum.

Kai: In which month have you planned the prom?

Dominique: In February. We have approached some other associations, and for KNUS the month February was also the most convenient. We also approached GSV, but they wanted a Christmas prom.

Ivo: I would also do it in the second half of the year, because the students studying abroad will be back by then.

Anne: Did you ask KNUS to organise the prom with you? Or was it just the question what they are doing with the prom?

Dominique: No, the idea was to organise it together with them. We really would like to organise a big event, and therefore a lot of students must attend.

Anne: KNUS is a very small association, so not a lot of people will come from their association to the prom. They will probably not spend as much money as you would like to do.

Sabine: Can't you organise the prom just for Babylon?

Maartje: It will cost a lot of money.

Luuk: We are still checking which associations are interested. Nothing is settled yet.

Sabine: I would really like it if the prom would be with just Babylon members.

Maartje: But every member who would want to come would have to bring a plus one.

Because if the location is big and spectacular, then it should be filled with a lot of people.

Sabine: Maybe you could also invite Alumni?

Kai: You could think of an awesome location, but small-scale.

Ivo: If you would organise it together with KNUS, then there would be a lot of women. You would have to check the balance.

Luuk: Like we said, it is just one of the associations that we have approached. But nothing is settled yet. We could still organise it alone, but we thought it would cost more money and we were not sure if members would agree if we spend it on this event.

Maud: I think the prom should be the biggest, most awesome Babylon event of the lustrum year. So yes, you could spend more money on it.

Orientation Week Committee

- The upcoming Orientation Week:
 - o The Orientation Week Committee is responsible for organising the Orientation Week for the soon to be students of Communication and Information Studies.

- Since the university changed the schedule of the week a bit, there will not be a campus cantus on Tuesday. Therefore, the Orientation Week Committee arranged another activity, which will cost a little bit more than the campus cantus. This means that the price to participate in the Orientation Week will be a little bit higher. The price will only be two euros higher: 45 euro instead of 43. However, the activity that replaces the campus cantus will include dinner, which means that the participants of the Orientation Week will have to spend less money on food during the week.

Sabine: Will the price of the weekend be cheaper this year?

Anne: No, it is the same as last year.

- Experience shows that the participants of the Orientation Week are usually confused about what the costs will be for this week. That is why there is already sent an e-mail to the participants what the price is for the University Orientation Week and for the Babylon Orientation Week, so they are prepared.
- Since the Commissioner of Activities will be in her fourth-year next year, the Orientation Week will be an important moment for her to get to know as many new students as possible. Therefore, she will have an open and enthusiastic attitude during the whole week.
- Orientation Week 2019:
 - The organisation of the Orientation Week costs a lot of effort and therefore it is important that experienced members of SV Babylon join this committee. The first-year students, and especially the internationals, are, however, of great value due to their experiences during the Orientation Week.

Sports Committee

- The biggest event of the Sports Committee is the Ski Trip, which will take place at the end of January in 2019.
- Next to that, SV Babylon usually participates in the Batavierenrace. The past few years they participated in collaboration with various study associations like Mycelium and before that with BOW. With Mycelium it was fun, but the organisation was not that good. SV Babylon had a good cooperation with BOW earlier, so they could be approached again. If they are not interested, the Batavierenrace should be promoted better, to make sure that enough members of Babylon want to join so that they can form her own team.
- The Sports Committee can organise one additional activity. The committee members mostly appreciate it when they can give input in an activity themselves. Maybe they can organise the sailing activity again, that has been a great success the past year.

13. Vote on SV Babylon Concept Policy '18-'19

Mats: I will vote in favour. I think you have come up with a very good plan for next year. I totally agree with most of the decisions.

Eline: I am also going to vote in favour. I think you have thought this through. If you adjust the things we have mentioned, it will be very good.

- Vote in favour: 18
- Vote against: 0
- Blanc vote: 0
- Abstention: 1

There are no votes against the Concept Policy Plan, and more than two thirds of the present members vote in favour, so the Policy Plan of the thirtieth board of SV Babylon is hereby accepted.

14.W.E.C.T.M.

Eline v L: I know that the General Member Meeting is not as long as last year, but you should still try to cut off people if they are talking too long.

Sabine: I want to wish you guys a lot of success in the upcoming year.

Maud: I really like the suits!

15.Conclusion

Suzanne closes the meeting at 1:35 a.m.