

Regulations Governing Payments for University Council Work of Erasmus University Rotterdam

Article 1 - Definitions

- a. *Agenda committee*: a committee established to set the agenda for the meetings of the Assigned permanent committees, plenary meetings and Consultation Meetings
- b. *Assigned permanent committee*: one of the two University Council permanent committees in which a Board Member is obliged to participate. The University Council permanent committees are:
 - the committee that focuses on education and research: and
 - the committee that focuses on personnel, facilities and organisation.
- c. *Attended*: the physical or online attendance of a Council Member at a Consultation Meeting of the University Council or a meeting of an Assigned permanent committee.
- d. *Board*: the Executive Board of the University
- e. *Chair*: the chair of the University Council as referred to in Section 9.31, subsection 8 of the WHW
- f. *Consultation Meeting*: a consultation meeting at which the University Council and the Executive Board consult together
- g. *Council Member*: Staff or Student selected in an election as member of the University Council
- h. *EUR*: Erasmus University Rotterdam
- i. *Employee Body*: the part of the University Council that consists of staff members who were elected by staff members
- j. *HEQA working group*: a working group, consisting of members of the Employee Body and/or Student Body and/or the Chair, that helps shape and monitor the drafting and execution of the 2019-2024 Higher Education Quality Agreements at EUR.
- k. *Presidium*: the presidium of the University Council, which consists of the chair and vice chairs of the University Council
- l. *Staff*: the group that consists of persons employed by the University on the basis of a permanent or temporary employment contract, regardless of whether these employees work on a full-time or part-time basis, with the exception of student assistants
- m. *Student*: a person who is registered as a student at EUR
- n. *Student Body*: the part of the University Council that consists of students who were elected by students
- o. *Term*: the term of the University Council during which a member holds their seat on the University Council, which term commences on 1 September and ends on 31 August of the following calendar year
- p. *University Council*: the participation body of EUR as referred to in Section 9.31, subsection 1 of the WHW
- q. *WHW*: the Dutch Higher Education and Research Act

Article 2 - Payment in time for Staff members

To enable performance of the duties associated with membership of the University Council and membership of the committees of the University Council as described in Section 9.32 of the WHW, during the Term, Staff members shall be exempt from their normal work as follows:

1. Members of the Employee Body, with the exception of the Chair and members of the Presidium, Agenda Committee or HEQA working group: for 0.2 FTEs of the weekly

- working hours based on a 38-hour working week.
2. Members of the Employee Body, who are Members of the Presidium and/or Agenda Committee, with the exception of the Chair and Members of the HEQA working group: a total maximum of 0.3 FTEs of the weekly working hours based on a 38-hour working week.
 3. Members of the Employee Body, who are Members of the HEQA working group: 4 extra hours per week, in addition to the compensation specified in paragraphs 1 and 2 of this article, for the duration of this working group. This compensation also applies to a Chair who is a Staff member.
 4. The financial allowances for the payments specified in paragraphs 1 to 3 of this article shall benefit the department or section of the management unit in which the Staff member works and shall be earmarked for that purpose.
 5. The payments specified in paragraphs 1 to 3 of this article do not depend on the length of the working week of the Staff member.

Article 3 - Payment in money for Students

To enable performance of duties associated with University Council membership and membership of the committees of the University Council as described in Section 9.32 of the WHW, during the Term, Student members of the University Council shall receive the payments specified below.

1. Members of the Student Body, with the exception of the Chair: an attendance fee of 63.05 euros gross per Attended Consultation Meeting or Attended meeting of an Assigned permanent committee.
2. Members of the Student Body who are members of the Presidium and/or Agenda Committee and are not the Chair or Members of the HEQA working group: on top of the fee as intended in paragraph 1 of this article, an attendance fee of 56.75 euros gross a month for a maximum period of ten months per Term.
3. Members of the Student Body, who are Members of the HEQA working group: a fee of 63.05 euros gross per month, in addition to the compensation specified in paragraphs 1 and 2 of this article, for the duration of this working group. This compensation also applies to a Chair who is a Student.
4. In this regulation, the following Attended meetings are considered as one meeting:
 - a preparatory meeting prior to a meeting of an Assigned permanent committee and the meeting of the Assigned permanent committee itself.
 - the preparatory meeting prior to the Consultation Meeting and the Consultation meeting itself.

Article 4 - Payment in time and money for the Chair

1. To enable performance of the duties associated with the position of Chair of the University Council as described in Section 9.81, subsection 8 of the WHW, during the Term, the Chair who is a Staff member shall be exempt from normal work as follows: total payment in time for 0.4 FTEs of the weekly working hours based on a 38-hour working week.
2. To enable performance of the duties associated with the position of Chair of the University Council as described in Section 9.81, subsection 8 of the WHW, during the Term, the Chair who is a Student shall receive a total payment of 0.5 FTEs based on the fourth-year student assistant salary scale.
3. In addition to the payment specified in paragraph 1 or paragraph 2, the Chair shall receive an allowance for representation expenses of 312.50 euros a month.
4. The financial allowance for the payment in time specified in paragraph 1 of this article

shall benefit the department or section of the management unit in which the staff member works and shall be earmarked for that purpose.

5. The payment specified in paragraph 1 of this article does not depend on the length of the working week of the Chair.
6. If the Chair of the University Council is not a Student and not a Staff member, an appropriate solution will be sought regarding the fee for the Chair, taking into account the above-mentioned paragraphs of this article.

Article 5 - Other stipulations

1. The Board may opt to not apply articles of these regulations or depart from articles of these regulations insofar as, in view of the importance of realistic compensation for participation in decision-making, application would result in extreme unfairness.
2. In cases not provided for by these regulations, the Board shall decide.
3. As from 1 September 2016, the Board shall triennially determine the payments provided for in these regulations.

Article 6 - Entry into effect

These regulations shall come into effect on 14 July 2020 and were adopted by the Board on 14 July 2020.

Article 7 - Short title and concluding provisions

1. These regulations shall be referred to as the Regulations Governing Payments for University Council Work.
2. The short title shall be abbreviated as: RUCW.
3. These regulations shall be published on the University's website.
4. The RUCW shall be translated into English. In the case of conflict, the Dutch text shall prevail.

Explanatory notes to the Regulations Governing Payments for University Council Work of Erasmus University Rotterdam

These regulations provide for payments to members and the chair of the University Council for the time and effort invested in participation in decision-making at the central level. These regulations are based on the recommendations made following completion of the survey carried out to ensure a proper and meaningful consultative process.

Joint participation

A system of joint participation as referred to in Section 9.30, paragraph 1 under b of the WHW applies at the University. This means that the students and staff constitute one University Council.

Payment in time and/or money

In the regulations, a distinction is made between payments to members who are students and payments to members who are staff. The starting point in this regard is in accordance with the recommendations made during the Good Conversation meetings, namely payment in money for students and payment in time and appreciation for staff members. Participation in decision-making is a permanent agenda item of the P&D interview. Input about the performance of a staff member in this role is obtained from the chair of the forum and from the annual report.

The attendance fee for students (Article 3) is fully taxed. The amounts are paid as gross amounts and the student member must report the amount received as income to the Tax and Customs Administration/Education Executive Agency (DUO).

Members of the Presidium

Members of the Presidium who meet more frequently receive a payment that is based on a factor of 1.5.

The payment in money accrues to the student members and the payment in time accrues to the units involved; the department or section of the management unit in which the staff member works.

Absence

If a staff member or a student is a member of the University Council for only part of a Term or holds a special position within the University Council for only part of the Term, a pro rata payment calculated on the basis of the number of months for which the position was held shall be made to the member concerned. In addition, in accordance with the regulations governing absence as referred to in Article 3 of the Rules of Procedure of the University Council of Erasmus University Rotterdam, payment as calculated on a monthly basis shall be withheld in proportion to the length of unauthorised absence.