



POLICY PLAN

2019

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INTRODUCTION

The PhD Organisation Nijmegen (PON), previously known as Promovendi Overleg Nijmegen, has drawn up this policy plan to record its goals for 2019 and coming years.

In recent years, PON's involvement concerning PhD candidates at Radboud University (RU) and Radboud UMC (RUMC) has increased. This is evident both in terms of facilitation of social and educational activities, as well as engagement in development of policy that is believed to serve the best interest of all PhD candidates.

With this policy plan, PON hopes to offer a clear outline of its goals and ongoing work, as well as its unique position in the Radboud environment.

Nijmegen, April 2019

PART 1 | GENERAL INFORMATION & OBJECTIVES

CHAPTER 1 | General information

1. General information

PON is primarily responsible for improving interaction between, and representing the best interests of all PhD candidates at the RU and RUMC. PON occupies an advisory position towards the RU and RUMC, and plays an intermediate role between PhD candidates, PhD councils,¹ the PhD candidate Network of the Netherlands (PNN), and formal parties within or outside of the RU and RUMC. While PON is an informal advisory organisation, it is worth noting that its advice is greatly valued and often requested by the highest formal parties in the RU and RUMC, such as the Rector Magnificus.

CHAPTER 2 | Objectives

2.1 Primary objectives of PON

- 1) To advocate the interests of all PhD candidates at all levels.
- 2) To provide a platform for interaction between RU and RUMC PhD representatives.
- 3) To build a stronger PhD community spirit across the RU and RUMC.

2.2 Secondary objectives

- 1) To promote the general wellbeing of PhD candidates.
- 2) To inform PhD candidates about relevant topics.

¹ Radboud University, Nijmegen is divided into a number of faculties. Within and across these faculties several Research Institutes were founded to unite departments dealing with similar study subjects and research areas. Every Research Institute should have a PhD council to represent PhD candidates, advise in policy, and organise seminars, courses, and social and educational activities.

- 3) To organise educational activities that may benefit PhD candidates during their trajectory.
- 4) To organise social activities that enable informal contact between PhD candidates, connecting PhD candidates from all faculties.

For more information on PON itself or the specific goals per portfolio and/or position, we would like to refer to the PON Roadmap. The Roadmap can be requested through pon@ru.nl.

PART 2 | POLICY PLAN 2019

CHAPTER 3 | ORGANISATION

3.1 The board

PON aims at every point to have board members from both the RU and the RUMC. This ensures an equal understanding of the needs of both sections of the university. At the least, this board must consist of a Chair, Secretary, and Treasurer.

3.1.1 Chair

The chair is responsible for keeping oversight over all the jobs that need to be done by PON. He/she divides the tasks and monitors whether the tasks are being performed. The chair is first point of contact for university contacts, unless a specific board member has been designated for that particular contact.

- Keeps general overview
- Is point of contact for university officials
- Is point of contact for OR-fraction and organizes an update meeting every 6 weeks with them
- Is point of contact for PNN
- Drafts agenda with portfolios for board meetings (BMs)
- Is present at general meetings (GMs)
- Initiates and attends important meetings (e.g., with Rector Magnificus, MSO, DPO)
- Represents PON in PhD introductions

3.1.2 Vice-chair

The vice chair is responsible for organizing the GM meeting every 6 weeks, this implies finding a relevant topic and preparing a presentation/bringing a speaker. On top of that he/she is also expected to replace the Chair whenever it is necessary. He/she is also in charge of the general overview of PON.

- Assists/replaces the chair wherever necessary
- Organizes general meetings (GMs)
- Participates in meetings with PNN together with the Chair
- Represents PON in PhD introductions with the Chair

3.1.3 Secretary

- Takes minutes during meetings (BM, GM)
- Answers e-mails
- Updates e-mail list
- Sends out e-mails (invitations for activities)

3.1.4 Treasurer

- Updates financial balance (financial administration)
- Drafts invoices
- Approves and processes reimbursements
- Drafts financial annual report
- Draws a financial plan for the upcoming year with the budget for the different activities and gives it at the beginning of the year to DPO

3.2 General members

In addition to the basic board structure, PON aims to reinforce itself with around 10 general board members. Again, ideally this board will represent as well as possible all of the various research institutes.

3.2.1 Educational events committee

This committee takes charge of organizing educational events such as the 'PhD career day' or punctual workshops. They keep contact with the Dienst Personeel & Organisatie (DPO) and the International Office/Mercator Launch.

3.2.2 Social events committee

This committee organizes monthly social events to improve the interaction between PhD candidates. Furthermore, by attending social events PhD candidates are encouraged to develop friendships which will lead to improved overall well being. Social exchanges can decrease stress, anxiety, and depression while increasing feelings of happiness and calm.

3.2.3 Communication committee

This committee is in charge of keeping the social media and website updated, sends the monthly newsletter and prepare the flyers and posters for PON promotion.

3.2.4 Regulation and Policies committee

This committee is in charge of gathering information about current and new policies and regulations that affect PhD Candidates in order to improve the communication of information.

Also, will take care of PhD cases: gathering information for specific cases that come directly from PhD Candidates. You will be in charge of gathering information for trying to solve the case or to search for contacts that can help.

3.3 Reinforcing PON-council relations

During this year PON will try to improve the contact with the work councils of RU and RUMC.

3.3.1 RU works council

[\(https://www.ru.nl/english/about-us/organisation/works-council/\)](https://www.ru.nl/english/about-us/organisation/works-council/)

To ensure the representation of PhD candidates at policy level in the RU, PON supports the RU works council PON faction. Furthermore, PON (chair, vice chair or/and secretary) will be in close contact with this faction of PON, attending to PON-OR meetings every six weeks to discuss the different topic planned for the Joint Assembly (GV), the meeting between the university council and the Board of Directors (CvB) from the university.

3.3.2 RUMC works council

To ensure the representation of PhD candidates at policy level in the RUMC, PON will improve the connexions with OR in the RUMC, contacting the members and trying to set a general meeting every six weeks with them.

3.3 Professionalization

PON has grown to a well functioning entity due to all the (previous) efforts of its highly motivated board members. In 2019 PON seeks to solidify this work by professionalizing the image and function of the organization through a professionally designed template for advertising and other material, professional photographs of board members, and a stronger relationship with Vox magazine to increase PON's profile across the university.

3.3.1 Solidifying support

PON is an organization supporting all PhD candidates. The active participation of all PhD representatives is of utmost importance and relevance. Therefore, the General Meetings of PON with PhD Council representatives will continue to be

held in such a way as to encourage feedback and interaction between councils and further efforts will be made by PON to facilitate more frequent communication between these councils.

3.3.2 Public Relations

In 2019, PON will improve the use of various forms of social media, as well as the PON website and newsletter. A communication committee will be created in order to follow this purpose.

The newsletter will be sent out as an email (every month), and to increase accessibility it will also be available for download via the website.

The website will be updated weekly, with all our events and important information about PON and PhD development.

We would be more active in Social Media, trying to reach as many PhD candidates as possible.

We will design a new brochure for every new PhD Candidate to receive when they sign the contract with important information for them.

CHAPTER 4 | ACTIVITIES

4.1 Social activities

Social activities are critical for a satisfying, supportive atmosphere and to provide socializing opportunities for PhD candidates. Additionally, social activities provide a basis for (inter-)national networking between different PhD students within and between faculties. PON will work to create a stronger sense of PhD community through large events such as the PON Pub Quiz, as well as through a planned PhD Gala to open the 2019-2020 Academic Year.

4.2 Educational activities

Educational activities such as the PhD Day and InDesign workshops will be organized in 2019. PON will also work closely with DPO/ Mercator Launch and others to organise more events focussed on Careers within and outside of

Academia, and will advertise workshops being run on these topics across the university. It will also, when relevant, run such workshops itself.

CHAPTER 5 | RADBOUD PhD COMMUNITY

5.1 The Value of a PhD Community

PON believes that in order to improve the experience and satisfaction of PhD candidates during their time at Radboud, it is important to build a stronger sense of community among PhDs across all the faculties and research institutes. This will build a sense of common identity and pride in Radboud as well as a feeling of well-being and support from being part of a large and welcoming community. This will be beneficial both to new PhD candidates coming from outside of Nijmegen/the Netherlands, as well as to PhD candidates in their final years seeking support as they plan for their future careers.

CHAPTER 6 | INTERNATIONALIZATION

6.1 RU and RUMC Internationalization Office (IO)

In 2019 PON continue to meet with both IOs in order to make sure that the positive momentum on new initiatives such as the buddy system will be maintained and whenever possible will be improved. PON will also support the initiative of the Global Lounge and explore ways to combine events held there with PON events, using this initiative as a platform on which to develop further a strengthened PhD community.

CHAPTER 7 | Relations to RU and RUMC

7.1 Maintaining and improving relationships

Over the past few years PON has successfully improved the relationship with MSO, DPO, RU IO, RUMC IO, RU-OR and RUMC-Raad even further.

However, currently the contact with RUMC OR is less structured. In 2019 PON will improve the relationship with both RUMC OR and will help to improve the JUMP meetings.

PON will also improve the relationship with all the Faculty Council by improving the General Meetings.

CHAPTER 8 | FUNDING

8.1 PON funding

In order to remain a self-sustaining organisation, PON will investigate the possibility of sponsorships, in addition to the RU Executive Board budget and Personeelsvereniging (PV; Personnel Association) support. When possible, profits from PON's events will be used to fund further social and educational events.

8.2 Compensation of board members

From January 2018, certain PON members receive a compensation for their work in PON. This compensation is in form of a contract extension of the duration of:

- 1 month per year as a chair of PON
- 2 weeks per year as a vice-chair and as a secretary of PON.