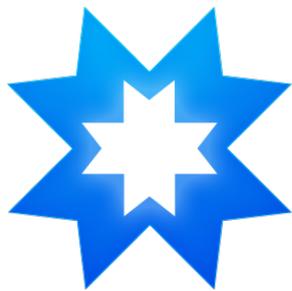


# Strategic Plan

Association year

2021-2022



**STUDY ASSOCIATION  
POLIS**

**Tilburg, 18th of August**

Louise Brulot

Sascha Dallinga

Maren Stokhof

Mara Kolkhuis Tanke

Julia Bakker

Marc Verbeet

- **Preface**

On May 3rd, 1991, Study Association POLIS was founded for and by students of Organization Studies. It will be our honor, as the board of 2021-2022, to proudly continue the representation of Organization Studies students in the upcoming academic year. Study Association POLIS strives to create opportunities for its members to develop themselves on a social, educational and professional level.

We now present to you our strategic plan for the association year 2021-2022, which will be our guideline throughout the year. This strategic plan is the result of an extensive review of the current and past affairs of the organization, combined with our ideas and ambitions for Study Association POLIS. We will strive to focus on looking forward, in the wake of the COVID-19 pandemic, and to carry on supporting members of the association in their student experiences.

We feel honored to have been selected by the board of 2020-2021 to continue the development of this wonderful association and we hope to make them proud. Their continuous efforts to support us in the transfer over the past few months have inspired us and we are thankful for the guidance and the memories. We would like to thank the board of 2020-2021 for assisting us with their experience and knowledge during the development of this strategic plan.

Moreover, we would like to thank the past boards of Study Association POLIS for their efforts and dedication in laying the foundation we may now build upon. Lastly, we would like to sincerely thank all members of Study Association POLIS. Their positive energy, enthusiastic participation and commitment make the association what it is today, and we would not have it any other way.

On behalf of the board of 2021-2022,

Louise Brulot

Chairman of Study Association POLIS

- **Summary**

By mentioning students Organization Studies the board of 2021-2022 means bachelor students Organization Studies, bachelor students Global Management of Social Issues, (pre)-master students Organization Studies and (pre-)master students Organizing for Global Social Challenges.

First, the mission will be quoted in Dutch as it is written in the bylaws. De missie van Studievereniging POLIS is in ‘De statuten der vereniging: POLIS’ als volgt omschreven:

“De vereniging heeft ten doel:

1. Het bevorderen van kennis- en informatie-uitwisseling tussen studenten onderling, tussen studenten en wetenschappelijk personeel en tussen studenten en personen die actief en kundig zijn op het gebied van Organisationswetenschappen; de vereniging tracht dit doel te bereiken door het organiseren van activiteiten op studie- en ontspannings gebied met als uitgangspunt de kennis van de leden ten aanzien van Organisationswetenschappen te verruimen.
2. Een bijdrage te leveren aan de promotie van de studierichting Organisationswetenschappen aan de universiteit van Tilburg” (Artikel 4, pagina 1).

*This translates into:*

The mission of Study Association POLIS as explained in ‘The bylaws of association:

POLIS’:

“The association’s goal is:

1. Promoting the knowledge and information exchange between students, between students and the academic staff, and between students and people who are active and capable in the area of Organization Studies; the association attempts to achieve this goal by organizing study-related as well as leisure activities that aim to broaden the members’ knowledge with respect to Organization Studies.
2. Contributing to the promotion of the study Organization Studies at Tilburg University.” (Paragraph 4, page 1)

The board of 2021 - 2022 formulated an appropriate vision based on the association's mission. The vision is as follows:

“Study Association POLIS is a platform that focuses on the development and enrichment of Organization Studies students on study-, professional-, and socially-oriented practices. The association aims to contribute to the personal development and integration of Organization Studies students by facilitating interaction between all layers of the association. Study Association POLIS seeks to enhance this process by improving the versatility and inclusivity of the association. The association strives to stimulate engagement between Organization Studies students, between Organization Studies students and Organization Studies alumni, between Organization Studies students and the business sector, and between Organization Studies students and Tilburg University. In addition, Study Association POLIS strives to further develop on a professional level, and aims to improve sustainability as well as organizational processes.”

### **Foundation 1**

The first foundation the board of 2021 - 2022 intends to build on is Personal Professional Development. By mentioning Personal Professional Development the board of 2021 - 2022 means to facilitate complimentary support for the education of Organization Studies students. The board of 2021 - 2022 means to assist Organization Studies students in the preparation for the transition from the studies to the work field. The board of 2021 - 2022 aims to achieve this by supporting the students' exploration of prospective career opportunities. The board of 2021 - 2022 divides Personal Professional Development into Educational Support and Career Orientation.

### **Foundation 2**

The second foundation the board of 2021 - 2022 intends to build on is Social Development. By mentioning Social Development, the board of 2021 - 2022 means to provide Organization Studies students with the opportunity to make personal connections and to develop interpersonal skills. The board of 2021 - 2022 seeks to strengthen inclusivity of the association by facilitating interaction with, and encouraging engagement within the association. The board of 2021 - 2022 divides Social Development into Inclusivity, Personal Social Development and Involvement.

### **Foundation 3**

The third foundation the board of 2021 - 2022 intends to build on is the Professionalization of the Association. By mentioning Professionalization of the Association, the board of 2021 - 2022 means to modernize the association by putting emphasis on sustainability. In addition, the board of 2021 - 2022 means to develop and improve internal practices. The board of 2021 - 2022 divides Professionalization of the Association into Process Improvement and Sustainability.

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- **Introduction**

Hereby the board of 2021 – 2022 presents the strategic plan of the association year, in which the mission of the association, the vision, the foundations and the key points of the board of 2021 – 2022 are described. This strategic plan also contains the tasks and responsibilities of the board and the different committees, and will provide guidance for the association year 2021 – 2022. By mentioning Organization Studies students the board of 2021 – 2022 means bachelor students Organization Studies, bachelor students Global Management of Social Issues, (pre)- master students Organization Studies and (pre-)master students Organizing for Global Social Challenges. The board of 2021 - 2022 will show full commitment and enthusiasm during the year in order to apply the key points of this strategic plan. By applying this, the board of 2021 - 2022 intends to let Study Association POLIS grow further into the direction of the chosen vision.

The board of 2021 - 2022 decided to continue the structure of the strategic plan which was established by previous boards. This implies the following: “The strategic plan is structured into foundations and key points. These foundations are the basis for the current and future strategic plans of Study Association POLIS. Future boards can, if necessary, make changes to the current foundations. By evaluating the strengths and weaknesses, the board can apply key points to each foundation to be able to meet the needs of the association.”

After evaluating the strengths and weaknesses of Study Association POLIS during panel sessions, different meetings and brainstorm sessions, the board of 2021 - 2022 has applied key points to each foundation. These different key points will provide guidance within this strategic plan and the association year of 2021 - 2022. The key points will present itself in the tasks and responsibilities of the board members and the different committees. The board of 2021 – 2022 is ultimately responsible for executing this strategic plan.

The structure of the strategic plan will now be described. In the first paragraph, the mission of the association, the vision, the foundations and the key points of the board of 2021 – 2022 will be described. In the second paragraph, the tasks and responsibilities of the board of 2021 - 2022 will be described. Paragraph three describes the tasks and responsibilities of the different committees. The last paragraph contains a description of the additional board activities of the board of 2021 - 2022.

## 1. Strategic Plan, Foundations and Key Points

In this chapter, the strategic plan of Study Association of the board 2021 - 2022 is central. First the mission and vision will be explained below. Hereafter, the foundations and key points will be explained, they will serve as a guide for the strategic plan.

### 1.1 Mission

First, the mission will be quoted in Dutch as it is written in the Bylaws.

De missie van Studievereniging POLIS is in ‘De statuten der vereniging: POLIS’ als volgt omschreven:

“De vereniging heeft ten doel:

1. Het bevorderen van kennis- en informatie-uitwisseling tussen studenten onderling, tussen studenten en wetenschappelijk personeel en tussen studenten en personen die actief en kundig zijn op het gebied van Organisationswetenschappen; de vereniging tracht dit doel te bereiken door het organiseren van activiteiten op studie- en ontspannings gebied met als uitgangspunt de kennis van de leden ten aanzien van Organisationswetenschappen te verruimen. 2. Een bijdrage te leveren aan de promotie van de studierichting Organisationswetenschappen aan de universiteit van Tilburg” (Artikel 4, pagina 1).

*This translates into:* The mission of Study Association POLIS as explained in ‘The bylaws of association: POLIS’:

“The association’s goal is:

1. Promoting the knowledge and information exchange between students, between students and the academic staff, and between students and people who are active and capable in the area of Organization Studies; the association attempts to achieve this goal by organizing study-related as well as leisure activities that aim to broaden the members’ knowledge with respect to Organization Studies. 2. Contributing to the promotion of the study Organization Studies at Tilburg University.”

(Paragraph 4, page 1)

## **1.2 Vision**

The board of 2021 - 2022 formulated an appropriate vision based on the association's mission. The vision is as follows:

“Study Association POLIS is a platform that focuses on the development and enrichment of Organization Studies students on study-, professional-, and socially-oriented practices. The association aims to contribute to the personal development and integration of Organization Studies students by facilitating interaction between all layers of the association. Study Association POLIS seeks to enhance this process by improving the versatility and inclusivity of the association. The association strives to stimulate engagement between Organization Studies students, between Organization Studies students and Organization Studies alumni, between Organization Studies students and the business sector, and between Organization Studies students and Tilburg University. In addition, Study Association POLIS strives to further develop on a professional level, and aims to improve sustainability as well as organizational processes.”

## **1.3 Foundations and key points**

The foundations the board of 2021 - 2022 presents are:

- Personal professional development of students Organization Studies
- Social development of students Organization Studies
- Professionalization of the association

The board of 2021 - 2022 wants to specify key points to the foundations to state what the focus of Study Association POLIS will be for the upcoming year. The foundations, as stated above, and the associating key points of the board of 2021 - 2022 will be specified in the next paragraphs.

### **1.3.1 Foundation 1: Personal professional development**

The first foundation the board of 2021 - 2022 intends to build on is Personal Professional Development. By mentioning Personal Professional Development the board of 2021 - 2022 means to facilitate complimentary support for the education of Organization Studies students. The board of 2021 - 2022 means to assist Organization Studies students in the preparation for the transition from the studies to the work field. The board of 2021 - 2022 aims to achieve this by supporting the students' exploration of prospective career opportunities. The board of 2021 - 2022 divides Personal Professional Development into Educational Support and Career Orientation.

#### *Key point 1: Educational support*

By mentioning Educational Support, the board of 2021 - 2022 means to support Organization Studies students in their education and to provide means to assist these students during their studies. The board of 2021 - 2022 strives to achieve this by improving study-related support.

The board of 2021 - 2022 aims to achieve this by:

- Improving the association's members' access to products which can aid them during exam preparation. The board of 2021 - 2022 aims to achieve this by, for example, removing the purchasing fee of course summaries for members of the association.
- Organizing at least two events centered around mindfulness and stress relief. Examples of such activities could be a group walk through nature or performing mindfulness exercises at the Tilburg University Student Sport Centre.
- Stimulating students into exploring various manners of studying. The board of 2021 - 2022 aims to achieve this by facilitating an environment for Organization Studies students in which they are encouraged to study interactively. An example of this could be hosting a studying session, during which each student covers a different part of the course material before presenting it to the rest of the students.

### *Key point 2: Career orientation*

By mentioning Career Orientation, the board of 2021 - 2022 means to enrich the knowledge of Organization Studies students about career opportunities within the field of Organization Studies. The board of 2021 - 2022 aims to achieve this by creating possibilities for Organization Studies students to get acquainted with the professional environment.

The board of 2021 - 2022 aims to achieve this by:

- Centralizing knowledge distribution about prospective opportunities for Organization Studies students. The board of 2021 - 2022 aims to achieve this by creating a segment on social media called “Steer your Career”, where information will be shared about minors, masters, positions, or other experiences related to Organization Studies. An example of this could be an Instagram story or a LinkedIn post about the minor Human Resource Management.
- Offering Organization Studies students the opportunity to connect to professionals. The board of 2021 - 2022 aims to achieve this by organizing a formal informational session consisting of topics relating to the track of Global Management of Social Issues. An example of this could be a Question and Answer session in which students get together to speak with experienced individuals from various backgrounds.
- Emphasizing the possible value of the association’s formal events for Organization Studies students. The board of 2021 - 2022 aims to achieve this by improving the visibility of the formal events. Examples are posting a monthly formal activity calendar combined with an explanation of the upcoming events, or expanding the Experience Platform on the website with students’ experiences.

### **1.3.2 Foundation 2: Social Development**

The second foundation the board of 2021 - 2022 intends to build on is Social Development. By mentioning Social Development, the board of 2021 - 2022 means to provide Organization Studies students with the opportunity to make personal connections and to develop interpersonal skills. The board of 2021 - 2022 seeks to strengthen inclusivity of the association by facilitating interaction with, and encouraging engagement within the association. The board of 2021 - 2022 divides Social Development into Inclusivity, Personal Social Development and Involvement.

### *Keypoint 1: Inclusivity*

By mentioning Inclusivity, the board of 2021 - 2022 means to encourage Organization Studies students to engage with one another. The board of 2021 - 2022 strives to achieve this by facilitating a social environment within the association which values openness and cohesiveness.

The board of 2021 - 2022 aims to achieve this by:

- Ensuring all members have the opportunity to confidentially share personal matters. The board of 2021 - 2022 aims to achieve this by creating an additional trust person position in the association. The two trust persons will be one man and one woman to boost approachability by offering students more than one option. These two trust persons will introduce themselves and their function, for example, during the Active Member Dinner.
- Facilitating opportunities which are designed to increase cohesiveness within the association. The board of 2021 - 2022 aims to achieve this by organizing at least two informal initiatives meant to encourage members of different year layers to interact with each other. An example of this could be a speed dating session or the possibility to randomly match with people who would like to play sports together.
- Aiming to improve the experience of international students within the association. The board of 2021 - 2022 aims to achieve this by increasing participation of internationals, and by aiding their integration into the association. An example of this could be providing international students with the option to request being assigned into a committee with other international students on the committee registration form. Another example could be implementing small evaluation moments with each active international throughout the year.

### *Keypoint 2: Personal Social Development*

By mentioning Personal Social Development, the board of 2021 - 2022 means to provide opportunities to Organization Studies students to further improve their interpersonal skills, and the possibility to expand their social network. The board of 2021 - 2022 strives to achieve this by providing opportunities in which Organization Studies students can develop their social skills.

The board of 2021 - 2022 aims to achieve this by:

- Facilitating opportunities for committee members to work in an intergroup setting which can aid students in enhancing their social skills. The board of 2021 - 2022 aims to achieve this by introducing at least one event for which two or more committees actively collaborate from start to finish. An example of this could be a collaboration between the Sport Committee and the Community Committee.
- Improving possibilities for committee members to focus on the progress of their teamwork skills. The board of 2021 - 2022 aims to achieve this by implementing at least two moments during which committees engage in a team work activity, combined with an evaluation session. These evaluation sessions allow committee members to compare their level of teamwork skills to their level earlier in the year. An example of this could be a teamwork activity such as cooking without verbal communication.
- Providing opportunities to expand the social network of Organization Studies students. The board of 2021 - 2022 aims to achieve this by organizing an informal collaborative event with another association based outside of Tilburg School of Social and Behavioral Sciences, such as having drinks with Studievereniging Perikles or Study Association Flow.

### *Keypoint 3: Involvement*

By mentioning Involvement, the board of 2021 - 2022 means to enhance the possibilities for Organization Studies students to become more incorporated in the association. The board of 2021 - 2022 strives to achieve this by encouraging integration between Organization Studies students and the association.

The board of 2021 - 2022 aims to achieve this by:

- Creating more member-oriented content on the social media channels. The board of 2021 - 2022 aims to achieve this by introducing “POLIS Inside”, which presents more day-to-day activities of committees and the board on the association’s Instagram stories.
- Facilitating opportunities for the Organization Studies students to be more consistently involved with the association during breaks. The board of 2021 - 2022 aims to achieve this by organizing at least two informal activities. Examples of such activities could be visiting a theme park or having a day at the beach.

### **1.3.3 Foundation 3: Professionalization of the association**

The third foundation the board of 2021 - 2022 intends to build on is the Professionalization of the Association. By mentioning Professionalization of the Association, the board of 2021 - 2022 means to modernize the association by putting emphasis on sustainability. In addition, the board of 2021 - 2022 means to develop and improve internal practices. The board of 2021 - 2022 divides Professionalization of the Association into Process Improvement and Sustainability.

#### *Keypoint 1: Process Improvement*

By mentioning Process Improvement, the board of 2021 - 2022 means to further structure internal processes. The board of 2021 - 2022 means to achieve this by improving internal communication and by restructuring task distributions.

The board of 2021 - 2022 aims to achieve this by:

- Improving the association's information flows. The board of 2021 - 2022 plans to create a WhatsApp group chat with members of the association, where actualities concerning the association will be posted by the board. Examples of these actualities could be event announcements or ticket sale announcements.
- Restructuring the distribution of the committee tasks by introducing a new function within each committee, who will be responsible for creative, editorial tasks. This function will be called "Publicist". Examples of responsibilities of this function are the creation of the posters for upcoming committee events, writing announcements, and the promotion at the committee information evening.
- Improving the transfer process of committee specific knowledge. The board of 2021 - 2022 aims to achieve this by enhancing the uniformity and consistency of committee transfers. An example of this is creating a guide for coordinators of committees containing information about what is expected of them throughout the year, including an overview of the committee's activities over the past five years.

## *Keypoint 2: Sustainability*

By mentioning Sustainability, the board of 2021 - 2022 means to focus on improving the association's level of social responsibility. The board of 2021 - 2022 strives to achieve this by implementing environmentally friendly practices. Moreover, the board of 2021 - 2022 means to facilitate possibilities for Organization Studies students to become more aware of, and act upon sustainable practices.

The board of 2021 - 2022 aims to achieve this by:

- Establishing a committee with societal and sustainable awareness as its main focus. The board of 2021 - 2022 aims to achieve this by restructuring the Charity Committee into a committee with a broader scope. This committee will be renamed to the "Community Committee" (CommuniCie) and will focus on both charity and sustainability. The committee will organize at least three events throughout the year; a fundraising event, an event related to sustainability, and an event of the committee's own interpretation. An example of this could be an event in collaboration with Enactus Tilburg University.
- Implementing practices in the association which are more environmentally friendly. The board of 2021 - 2022 strives to achieve this by decreasing the amount of paper used by switching to online summaries. Other examples of environmentally friendly practices could be limiting the use of non-renewable materials and re-using old pieces of decoration and costumes for theme parties.
- Increasing sustainability awareness among individual members of the association. The board of 2021 - 2022 strives to achieve this by creating and maintaining a page on the association's website. This page is dedicated to the green initiatives of the association and provides information on how to contribute to the environment. Examples of this could be statistics on how much paper has been saved by digitalizing the summaries, or a list of environmentally friendly adjustments students can make in their personal lives.

## 2. Responsibilities and Tasks of the Board of 2021 - 2022

In order to execute the focus points described above, it is important to lay out the responsibilities and tasks of the board members in a clear manner. In this chapter of the strategic plan, the responsibilities and tasks of the board will be described.

The board of 2021 - 2022 consists of six members with the following positions:

Louise Brulot	Chairman
Sascha Dallinga	Secretary
Maren Stokhof	Treasurer and Vice-Chairman
Mara Kolkhuis Tanke	Public Relations and External Affairs
Julia Bakker	Coordinator 1
Marc Verbeet	Coordinator 2

### 2.1 General Responsibilities and Tasks of the Board Members

All the board members of Study Association POLIS will have the following responsibilities and tasks:

- Being open to ideas and suggestions of members and other people involved;
- Being available for performing a POLIS-room service and answering the questions of members and other people involved;
- Management of the POLIS-room and POLIS-archive;
- Drafting the strategic plan of the board year;
- Overseeing the performance of the goals, which are set in the strategic plan;
- Presenting the progress of the focus points of the board and the committees during the General Meeting;
- Composing the committees;
- Being responsible for the committees;
- Being present, as far as possible; during events organized by Study Association POLIS;

- Promoting activities organized by Study Association POLIS;
- Promoting services offered by Study Association POLIS;
- Clarifying the description of the Study ‘Organization Studies’ to external parties;
- Being responsible for the organization of board events (like the opening party, General Meetings and the committee information evening);
- Overseeing the evaluation of the association’s events;
- Timely recruitment of candidate board members for the association year 2021-2022;
- Giving a transfer to the following board;
- Preparing the following board.

## **2.2 Chairman**

The tasks of the Chairman of Study Association POLIS include:

- Supervising the entire association and the board;
- Being up to date regarding the courses of events of the association;
- Charing board-, chairmen-, and general meetings;
- Providing agendas for the board-, chairmen-, and general meetings;
- Being the spokesperson for the association;
- Guiding the process of establishing the strategic plan for the coming board year and presenting the strategic plan;
- Living up to the mission, vision, foundations and key points of Study Association POLIS;
- Maintaining contact with Stimulus and other associations of Tilburg University;
- Participating in the TSB-Platform;
- Maintaining contact with the advisory board of Study Association POLIS;
- Organizing and presiding at least two chairmen meetings with the chairman of the committees;
- Maintaining contact with the department of Organization Studies;
- Being the contact person for the POLIS Consultancy Group
- Having responsibility over the GoPro
- Having responsibility over the GMSI-related information session
- Coordinating the Career Committee
- Coordinating the Excursion Committee

## 2.3 Vice-Chairman

The tasks of the Vice-Chairman of Study Association POLIS include:

- Replacing the chairman when the chairman is not able to perform their function;
- Controlling the chairman;
- Supporting the chairman in actively controlling the compliance with the mission, vision and foundations of Study Association POLIS;
- Taking over the tasks and responsibilities of the chairman when this is necessary.

## 2.4 Secretary

The tasks of the Secretary of Study Association POLIS include:

- Transcribing board meetings and General Meetings. Publishing these transcripts to the members of the association and the members of the board;
- Maintaining the membership database;
- Taking care of and archiving all incoming and outgoing (electronic) mail;
- Informing members via the Newsflash;
- Maintaining contact with the secretaries of the committees;
- Organizing and chairing at least one secretary meeting with secretaries of the committees;
- Enrolling the new board at the Chamber of Commerce;
- Maintaining the contact with studystore;
- Participating in the IDEA-TSB Activity Workgroup;
- Maintaining contact with external associations;
- Having responsibility over “Steer your Career”
- Having responsibility over the WhatsApp group
- Having responsibility over the case-oriented workshops
- Coordinating the Promo Committee
- Coordinating the Culture Committee

## 2.5 Treasurer

The tasks of the Treasurer of Study Association POLIS include:

- Keeping the bookings and accounts regarding the Study Association up to date;
- Preparing the budget at the beginning of the association year and to present this budget during the first General Meeting;
- Making an interim evaluation of the prepared budget made at the beginning of the association year;
- Maintaining and controlling the bookkeeping of the treasurers of the different committees;
- Preparing the profit and loss account at the end of the association year and to present this profit and loss account during the General Meeting;
- Maintaining contact with the Financial Control Committee of Study Association POLIS;
- Maintaining contact with the treasurers of the different committees of Study Association POLIS;
- Organizing and chairing at least one treasurer meeting with the treasurers of the committees;
- Managing the cash box of Study Association POLIS. When the box has reached three hundred euros (€300) or more, it needs to be skimmed off;
- Keeping track of the financial supplies;
- Being controlled and advised by the Financial Control Committee for at least once prior to a General Meeting;
- Overwriting all accounts to the present treasurer and chairman;
- Having responsibility over the POLIS leaderboard
- Having responsibility over Making your Monday
- Having responsibility over the tutoring platform
- Having responsibility over the camera and taking photos
- Updating and maintaining the photos in Flickr
- Coordinating the Study Trip Committee
- Coordinating the Event Committee

## **2.6 Public Relations and External Affairs**

The tasks of Public Relations and External Affairs of Study Association POLIS include:

- Recruitment of new sponsors;
- Maintaining and, if desired, improving relationships with existing external relations of Study Association POLIS;
- Coaching of PR-officers of multiple committees;
- Organizing and presiding at least one PR-officer meeting with the PR-officers of the committees;
- Keeping track of the External Affairs Database;
- Having the responsibility of providing further coaching for members of externally oriented committees through a PR workshop;
- Being the contact person for the IDEA Activity Workgroup
- Being the contact person for the trust persons
- Having responsibility over the Instagram posts
- Having responsibility over the mindfulness events
- Having responsibility over the Formal Activity Calendar
- Having responsibility over the Club of 50
- Having responsibility over the activities during the breaks
- Maintaining the LinkedIn page
- Coordinating the Master Committee
- Coordinating the Battle Committee

## **2.7 Coordinator 1**

The tasks of Coordinator 1 of Study Association POLIS include:

- Having responsibility over “POLIS Inside”
- Having responsibility over the POLIS Instagram story during events
- Being the contact person for the Internationalization Officer
- Being the contact person for the IDEA Internationalization Workgroup
- Adjusting the committee registration form
- Having responsibility over the sustainability page on the website
- Having responsibility over the introduction of the ‘Publicist’ function and a meeting with all publicists of committees

- Coordinating the Food Committee
- Coordinating the Community Committee
- Coordinating the Advancement Committee
- Coordinating the Yearbook Committee
- Coordinating the Member Weekend Committee

## **2.8 Coordinator 2**

The tasks of Coordinator 2 of Study Association POLIS include:

- Maintaining the website
- Maintaining contact with the Boekanier
- Having responsibility over the Chief of Drinks events
- Having responsibility over the Posterpool
- Having responsibility over the cohesion events
- Having responsibility over the interactive studying sessions
- Having responsibility over the summaries
- Having responsibility over the teamwork activities
- Having responsibility over the guide for coordinators
- Coordinating the Theme Party Committee
- Coordinating the Introcamp Committee
- Coordinating the Congress Committee
- Coordinating the Sports Committee
- Coordinating the Exchange Committee

## **2.9 Conclusion**

In this chapter, the Board of Study Association POLIS is introduced. Subsequently, the general responsibilities and tasks of all board members are laid out. Lastly, the individual tasks of all board members are outlined.

- **3. Responsibilities and Tasks of Committees**

- **3.1 General Responsibilities**

Below are the General Responsibilities of all committees within Study Association POLIS stated:

- All committees attempt to obtain the specific goals while taking the key points as drafted by the board of 2021 - 2022 into account;
- To ensure that there will be no loss of knowledge and to maintain the effectiveness and continuity of the committees, every committee must draft a transfer document in English. The document should contain an introduction about the goal of the committee, a description of the committee functions, the experiences of former committee members and an evaluation of last year's achievements;
- The board of 2021 - 2022 expects of all its committee members to keep an active attitude and execute their given tasks;
- To keep all members of Study Association POLIS up to date of the current state of affairs, committees can be asked to contribute to the Almanac, Newsflash, website and social media. Committees will be informed of this in good time;
- Based on the number of active member applications the board of 2021 - 2022 will decide whether or not some committees will be implemented.

- **3.2 Specific Responsibilities and Tasks of Committees**

The following part will specifically describe the responsibilities, tasks and goals of the committees separately.

- **3.2.1 Advisory Board**

The Advisory Board (RvA) has the goal to advise the board at least four times during the academic year 2021 - 2022. During these meetings, the Advisory Board will discuss and give counsel about the strategic plan and state of affairs of the Board 2021 - 2022 of Study Association POLIS. The advice of the Advisory Board can be requested by the board or can be given by the Advisory Board itself.

- **3.2.2 Advancement Committee**

The Advancement Committee (AdvanCie) has the goal to prepare students for the work field by facilitating hard- and soft skill development. The committee will achieve this by organizing at least two workshops or training sessions.

- **3.2.3 Battle Committee**

The Battle Committee (BaCo) has the goal to actively involve committees in the committee battle. The Battle Committee organizes three themed afternoons at the POLIS room where committees can score extra points for the committee battle.

- **3.2.4 Career Committee**

The Career Committee (CareerCom) has the goal to get students in touch with the working field of Organization Studies. The Career Committee will achieve this by organizing two formal events that will cover both fields of study in at least one of the activities. One of these two events is organized in collaboration with the Culture Committee.

- **3.2.5 Community Committee**

The Community Committee (CommuniCie) has the goal to do meaningful and necessary work for the society with sustainability as its main focus. The committee will be responsible for three events. One will be an activity focused on sustainability, one will be a fundraising activity, and the other event will be in collaboration with the Sport Committee.

- **3.2.6 Congress Committee**

The Congress Committee (CongressCom) will organize a one-day congress in collaboration with the department. The theme of the day will be in line with the field of Organization Studies. The congress will facilitate different ways of knowledge exchange with the focus on an interactive approach.

- **3.2.7 Culture Committee**

The Culture Committee (CultureCom) has the goal to create opportunities for students to learn about cultures. The Culture Committee will achieve this by organizing two events. One will be an event that can cover any aspect of culture. The other event will be in collaboration with the Career Committee.

- **3.2.8 Event Committee**

The Event Committee (EC) has the goal to organize two informal events, one of these events will be the ‘Stadhuisstraatcantus’, the other event has to be original and will be free to be determined by the committee.

- **3.2.9 Exchange Committee**

The Exchange Committee (ExchangeCom) has the goal to organize an informal activity at the end of the year. The purpose of this committee is to include people within Study Association POLIS who are not able to join a committee from the beginning of the academic year due to their exchange.

- **3.2.10 Excursion Committee**

The Excursion Committee has the goal to organize a two-day excursion. The committee is free to determine the destination. The excursion will consist of two different themed days. The first day will be devoted to career-oriented entrapment and the second day will be devoted to social development.

- **3.2.11 Financial Control Committee**

The Financial Control Committee (KasCo) has the task of evaluating the treasurer of Study Association POLIS. The KasCo will come together at least one time prior to the General Meeting. The KasCo also presents a report of the control during the General Meeting.

- **3.2.12 Food Committee**

The Food Committee (FoodCie) has the goal to organize two events related to food. The committee is able to collaborate with other committees in order to enrich the events. The committee also helps to arrange the Organization Studies Dinner.

- **3.2.13 Introduction Committee**

The Introduction Committee (Intro) has the goal to organize an introduction weekend for all freshmen of Organization Studies. This three-day activity, in which students get to know each other and the association, will be prepared during the academic year 2021 - 2022. Moreover, this committee has the goal to enthuse students for the introduction weekend and Study Association POLIS.

- **3.2.14 Master Committee**

The Master Committee (MAC) has the goal to connect the almost graduated students with the working field. The committee will consist of pre-master and master students Organization Studies. This committee organizes two events for (pre-)masters of Organization Studies. The Master Committee will organize an Undercover Recruitment Event and a Business diner to achieve its goal.

### **3.2.15 Member Weekend Committee**

The Member Weekend Committee has the goal to organize an informal weekend for the members of Study Association POLIS.

- **3.2.16 Theme Party Committee**

The Theme Party Committee (TiPCie) has the goal to organize relaxing, non-study related activities. The Theme Party Committee is responsible for organizing two themed-parties and a pub crawl.

- **3.2.17 Posterpool**

The Posterpool has the goal to design posters and other promotional materials for Study Association POLIS. It is possible for members to become part of both the Posterpool and a committee.

- **3.2.18 Promotion Committee**

The Promotion Committee (Promo) has the goal to promote both Study Association POLIS as well as Organization Studies. The Promotion Committee is responsible for the coordination of the gadget, a ‘bring your friends activity’ and a family day.

- **3.2.19 Sports Committee**

The Sports Committee (SportCom) has the goal to organize three sport-related events for members of Study Association POLIS. One of these events will be in collaboration with the Community Committee, another event will be Super Tuesday.

- **3.2.20 Study Trip Committee**

The Study Trip Committee (STiP) has the goal to organize a study trip abroad for Organization Studies. This trip will contain career-orientated, cultural and recreational events. The Study Trip Committee is obligated to center the trip around a theme within the field of Organization Studies. The program of the trip should incorporate company visits.

- **3.2.21 TOP Committee**

The TOP Committee (TOPCom) has the goal to promote Study Association POLIS during the TOP week. This committee will attempt to achieve this by organizing several events related to the association.

- **3.2.22 Yearbook Committee**

The Yearbook Committee has the goal to publish an Almanac and organize the New Year’s Drink. The Almanac will be published at the end of the academic year 2021 - 2022.

- **3.3 Conclusion**

In this paragraph, the general and specific responsibilities and tasks of the different committees within Study Association POLIS are described. In the last paragraph, the board of 2021 - 2022 will explain the additional board activities.

- **4 Additional Board Activities**

In the previous chapters, the responsibilities and tasks of the board of 2021 - 2022 are discussed. These will be defined further in this chapter.

- **4.1.1 Active Member Activities**

During the association year, the board of 2021 - 2022 organizes two events to thank the members for their dedication, an Active Member Dinner and Active Member Activity.

- **4.1.2 Alumni Activity**

The board of 2021 - 2022 will organize an activity with alumni to provide an opportunity for the development of the formal network of the members of Study Association POLIS.

- **4.1.3 Board Information Session**

The board of 2021 - 2022 will organize a session in which they will explain their experience to prospective new board members.

- **4.1.4 Committee Information Event**

The board of 2021 - 2022 will organize a committee information evening at the beginning of the academic year. During this event, guests can be informed about the committees of Study Association POLIS and the tasks related to the committees.

- **4.1.5 Former Boards Activity**

The board of 2021 - 2022 will organize a Former Boards Activity. The purpose of this activity is to strengthen the ties between former boards and the current board of Study Association POLIS and learn from each other's experiences.

- **4.1.6 Freshmen Barbecue**

The board of 2021 - 2022 will organize a freshmen barbecue for all first-year Organization Studies students at the beginning of the academic year. The purpose of the barbecue is to increase the involvement of first-year students towards Study Association POLIS.

- **4.1.7 Freshmen Information Meeting**

The board of 2021 - 2022 will organize a freshmen information meeting at the beginning of the academic year. The goal of this activity is to inform new Organization Studies students about studying at Tilburg University.

- **4.1.8 General Meeting**

At least two times a year, the board of 2021 - 2022 organizes a General Meeting. During this meeting, the (financial) state of affairs of Study Association POLIS is discussed. There will also be looked at the continuing strategic plan that is continuing through the academic year. The General Meeting is accessible for the members of Study Association POLIS. In case of impediment, the member needs to inform the secretary of the board of its impediment. An eventual voting authorization can be given. The main language of the General Meeting will be English.

- **4.1.9 Global Management of Social Issues Activity**

The board of 2021-2022 will organize a formal information session consisting of topics relating to the track of Global Management of Social Issues. The event will be opened to all Organization Studies students, and has the purpose of connecting students to the track of Global Management of Social Issues, as well as to the professionals operating in the respective workfield.

- **4.1.10 (Pre-)Master Introduction Activity**

The board of 2021 - 2022 will organize an introduction activity at the beginning of the academic year. The focus of this event will be on (pre-)master students Organization Studies.

- **4.1.11 (Pre-)Master Workshops**

The board of 2021 - 2022 will facilitate two workshops specifically targeted at (pre-)masters, oriented in the working field of Organization Studies and specialized in the Organizing for Global Social Challenges and Organization Studies master programs.

- **4.1.12 Mindfulness Activities**

The board of 2021 - 2022 will organize at least two mindfulness activities. The purpose of these activities is the stress relief of students during their exam period.

- **4.1.13 Opening Activity**

The board of 2021 - 2022 will organize an opening party with an emphasis on the informal networking aspect. The purpose of this activity is to facilitate a more complete social network within the association as a whole and open the association year in a festive way, while introducing the sponsoring pub, Café de Boekanier, to the new members of Study Association POLIS.

- **4.1.14 OS-Dinner**

Once a year, the board organizes the OS-Dinner for members of Study Association POLIS and lecturers of Organization Studies, in collaboration with the Food Committee and the Department of Organization Studies. During this event, students and lecturers can communicate in an informal way.

- **4.1.15 Panel Sessions**

The board of 2021 - 2022 will organize three panel sessions for the members. The purpose of these sessions is to give members the opportunity to reflect on relevant topics regarding the association.

- **4.1.16 SPSS workshop**

The board of 2021 - 2022 will facilitate an SPSS workshop. The goal of this workshop is to help the students work with this program.

- **4.2 Conclusion**

In this final paragraph, all the additional board activities are defined as far as possible. Hereby, the board of 2021 - 2022 closes the strategic plan. A summary of this strategic plan will be presented by the chairman of the board of 2021 - 2022 to the members during the General Meeting, where the board transfer will take place.