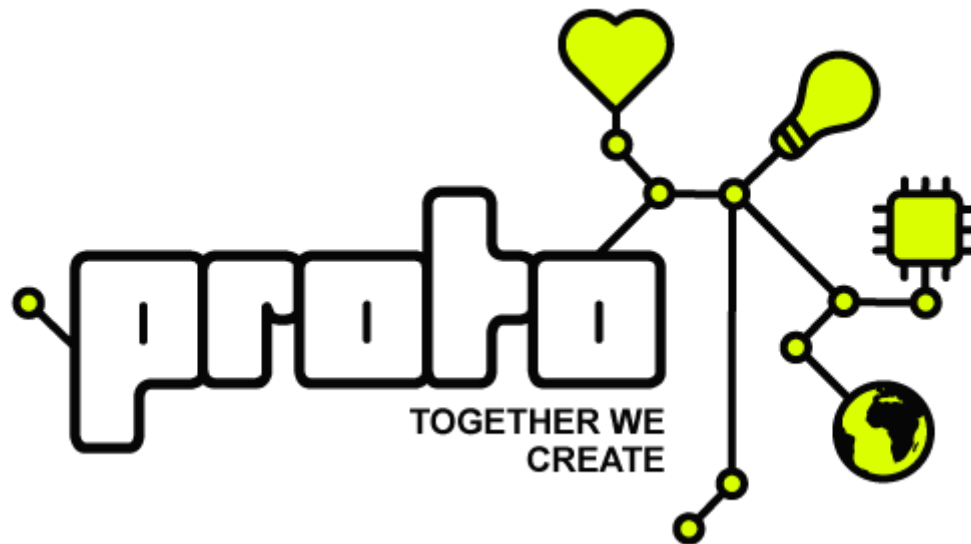


Study Association Proto

Half yearly report 2019 – 2020



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Written by the 9th Board of S.A. Proto

Maartje Huveneers, Chairman

Hannah Ottenschot, Secretary

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Sanne Bouman, Treasurer

Renske Mulder, Officer of Internal Affairs

Mick Tijdeman, Officer of External Affairs

Manouk Hillebrand, Officer of Educational Affairs

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Date of Publication: 28-01-2020

Introduction

This is the beginning of the half-yearly report of the academic year 2019-2020: the year in which we are trying not be afraid of making changes to what has already been defined and to give members more opportunities to give feedback.

20 For instance, we have split up the half-yearly GMM into two GMMs: the half-yearly report and the half-yearly financial report. In this way, we hope to be able to do more with the feedback we will receive during the half-yearly GMM because we have more time to do something with the feedback. We have introduced societies: a way to support smaller ideas from Proto's members. Apart from that, a new party committee has been introduced: the DisCo.

25 Members have been given the opportunity to give feedback through the Good Idea Board, Open Board Meetings, Feedback Drinks, the half-yearly survey and half-yearly committee evaluations. In this way, we were able to look into and appreciate their feedback more.

However, half a year is still to come. So what is to be expected in this next half year? The active member activity will be organised. In addition to one big activity, there will also be a full weekend to join. The next half year will also be the start of Proto's Lustrum Committee, and with that, the Almanac Committee. Two activities will be organised in which alumni play a role, as to build their network, but also inform our own students of the possibilities in the future. Of course, our Dies will mark a new set of activities and events, which will be as marvellous as ever.

30 In this half-yearly report we have written down evaluations of what has passed, but also plans for what is still to come. We hope that this document will inform you appropriately, but if you have any questions, you can always contact us at board@proto.utwente.nl or ask one of us personally.

Thank you for what you have done for us, whether it was working in a committee, reading this document, joining us in the Protopolis or something else. We hope to continue being the study association where you feel welcome.

40 Sincerely,

Maartje Huveneers

Hannah Ottenschot

Sanne Bouman

Renske Mulder

45 Mick Tijdeman

Manouk Hillebrand

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155 1. Board Task Division

1.1 Committee Responsibles

160 Due to the recommendation that the DIYCie needs more than a year to prepare for the activity, the DIYCie '19-'20 has already started up and has been added to the scheme (see Chapter 3.10). Apart from that, societies have been introduced. A board member has been appointed to be the societies responsible. The BonCie and the Senate will most likely be changed to societies in the upcoming weeks and will then fall under the society responsible. More information about societies can be found in Chapter 2.7.8.

Maartje Huveneers	Hannah Ottenschot	Sanne Bouman	Renske Mulder	Mick Tjiedeman	Manouk Hillebrand
Alumni Committee*	EEMCS Trip	Foundation ICE*	BonCie	Acquisition Committee	Activity Committee Extraordinaire
DIYCie '18-19	Gala Committee	Have You Tried Turning It Off And On Again Committee	Camp Committee	First Year Committee	EducaCie
DIYCie '19-20	Handyman	Kick-In Committee	Culture Committee	Guild of Drafters	ENTROPcY
Party Committee	pLAN	OmNomCom	Dies Committee	Lustrum Committee	FishCie
ProtoTrip	ProtOpeners	Protography	EmergenCie	TIPcie	Symposium Committee
SportCie		Almanac	GraphiCie		
Societies responsible			InteracCie		

* The Alumni committee and Foundation ICE are technically a separate organization from Proto, but there is still a board responsible to ensure proper communication.

1. Action Plan

2.1 Protopolis Policy

The Protopolis was treated as an area to relax rather than an area to work in, which worked out quite well. While people were able to chat and socialize, it was also possible for people to sit behind a desk and get stuff done. If Protopolis was not a workable environment at the moment, whoever wanted to work was redirected to either the balcony or, if it was available, the boardroom.

2.1.1 Cleaning

The quarterly clean-up will be continued in the rest of the year, to make sure the Protopolis stays clean. The small garbage bin on the coffee table has succeeded in encouraging people to throw their trash away instead of leaving it lying around in Protopolis. Motivating and reminding members to help clean seemed to help a little bit as well. The location of the dirty laundry has been changed from beneath the sink to the bottom of the mug shelf, because water sometimes gets into the bin underneath the sink.

2.1.2 Keys

The safe box for keys is still working well. The code has been changed at the end of every module. Keys that are being used the most have been labeled and given a designated spot in the safe, so it can be noticed more easily when a key is missing.

2.2 Activity Policy

2.2.1 Committee Function Introduction

We added some practical scenarios or exercises to almost every committee function training, which participants enjoyed doing.

- **Chairman training:** some scenarios about committee members being loud and not participating during the meeting were shown. Participants of the training had to show how they would act in such situations. The board member present gave some tips and overall people found the scenarios very helpful.
- **Secretary training:** the participants had to take a quiz with wrong ways to take minutes during a meeting. Participants had to answer why the minutes were incorrect.
- **Promotion training:** the participants had to take a quiz with wrong ways to promote in a group chat and did some brainstorming about different ways to promote activities.

195 Due to miscommunication, the treasurer training had no exercise or scenario, but there was a regular treasurer training. However, for the next treasurer training, a practical portion will be included in the training.

2.2.2 Committee Size

200 Except for the pLAN and other supporting committees, all committees consist of at most seven committee members. We have found that for the pLAN being an organizing committee, it is fine to have more than seven committee members. The committee consists of eight members because the committee is very popular, and this way more people get to be active in a committee. The rest of the committees have five to seven members, which is perfectly fine.

2.2.3 Committee Communication

205 As of now, we have not yet done half yearly evaluations with all committees. This is because most committees started quite late this year (see 3.1 and the survey for further explanation) and because of that, they have not organized (enough) activities for an effective evaluation. For these committees, half yearly evaluations will still be done, however, they will be planned after the half year mark.

2.2.4 Activity Distribution

210 We tried to have a nice variety of activities this year. People were very positive about the fact that there were more career activities at the beginning of the year.

So far, we think we found a good balance between career activities, educational activities and recreational activities. During the second half of the year we will have more activities.

215 The activities that have been organised can be found in a query in Appendix B. This appendix can give you more specific insights about the diversity of activities.

2.2.5 ProtoNights

220 We have changed Proto Day to ProtoNight, since this name made more sense to us, given that we always organise an even starting after dinner. At the beginning of the year, the ProtoNights were very popular. Especially first years of Creative Technology would visit the ProtoNights a lot. We notice that the ProtoNights are getting less popular now. This could be because we are further into the year and the modules are picking up the pace, resulting in people having less spare time.

We are trying to keep the ProtoNights as varied as possible. We want a balance between the relaxed ProtoNights, like movie nights, and more intensive ProtoNights, like workshops. At the start of the year we wanted to see if it was possible to combine ProtoNights with the Professional Development

225 course taught in year 1 and 2 of Creative Technology to create more variety in and interest for the
ProtoNights. However, we have had contact with the study about the possibilities and the staff is not
in favour of organising events for Professional Development at night. This is due to the fact they
have not scheduled time for Professional Development at night but only in the evening so nighttime
might not be accessible to all students. This means they will not officially label ProtoNights as
230 Professional Development activities but students can still come to our activities and discuss with
their mentor if it counts for Professional Development. This is why we have stopped organizing
activities especially for this course.

2.2.6 Event Promotion

235 At the beginning of the year, we promoted our events in every group chat, including the Interaction
Technology (I-Tech) group chat. It was perceived as spam by some of the I-Techers, so the decision
has been made to only promote acquisition activities, educational activities that include I-Tech and
some other events we thought would be interesting for the I-Tech students. Since that change, we
have not had any complaints.

240 During the first half of the academic year, we made a change in the poster policy for promoting
Proto events to cut back on the amount of money spent on posters. From now on, a committee gets
to print four posters instead of five. If the poster is for an event that is a long term event, like a list of
drinks during the upcoming month, it goes to the door of the Protopolis. If a poster is for a one time
only event, like a ProtoNight or a workshop, it goes to the poster board inside the Protopolis.

2.2.7 Social Media

245 Due to problems with the Proto Snapchat account, we have not been able to use the Snapchat the
way we wanted it. Currently, we are still trying to fix the problem and hopefully we can use the
Snapchat account as soon as possible.

250 We used the Proto Instagram account for promotion and some fun content for the Proto members.
Our plan was to use the Instagram Story for committee spotlights. This only happened for one
committee yet, but there will be more during the rest of the year. The reason why there has only
been one spotlight yet is because we tried to plan the spotlights around bigger events that need
promotion. Since the bigger events are planned later in the year, we expect the committee spotlight
to really take off during the second half of the year. Another reason is that this was set at the
beginning of the year as a long term action point and had a lower priority than other action points
255 and thus the preparation and planning of the committee spotlights happened too late and we
couldn't start as early as we wanted.

The Facebook page has been used mostly for Proto event promotion. However, some companies
also got a post on the Facebook page and we are planning on posting more fun things on the page,
like featuring new news articles and photo albums. We noticed that few new people join the

260 Facebook page, but we still want to keep it running for the people who do look on the Facebook page.

2.3 Member Policy

2.3.1 Board Accessibility

265 We have tried to do small things to make the board more recognisable to non-active Proto members. For example, we brought coffee and tea to the first years students during the Mathematics week, but also to the Smart Tech students during the Hackathon. We've also tried to become more recognizable by wearing bright green bandanas during the Kick-In and by walking around during demo markets. We will keep doing small things like this, but we've also found out that it is just very hard to reach the people who are inactive at Proto.

270 To gather some more information about how to improve this, we hosted two feedback sessions at the end of the last academic year. Some feedback was implemented: for example, people who are interested in joining committees are often afraid that committee work will take too much time. To give them more information about concerns such as this, we made a committee booklet. We have also kept track of how many committees people are in, so that everyone can get some experience with committee work.

275 Another way for members to reach us is through sending an email. This might be more accessible for members who don't know us very well, as they don't have to approach us personally. We have tried promoting both of our board mails (board@proto.utwente.nl and the anonymous email tool) through the narrowcasting and social media. However, it is hard to find out whether this helped or not. It seems like the active members know about these email possibilities, but not all inactive Proto members know about this.

280 Lastly, we introduced the Good Idea Board, which encourages members to share their ideas with other members and with the board. We have seen that this helps to share simple ideas and implementations for in Proto, but not for feedback to the board because it is focussed on ideas and not on giving feedback. To also get this information, we hosted a Good Idea/Feedback Drink and sent the half-yearly evaluation.

2.3.1.1 Open Board Meetings

290 The Open Board Meetings have increased in popularity, but still not many people are joining. In the beginning, we have mainly used these meetings to get feedback on matters we implemented/changed, gather new ideas and discuss ideas from the Good Idea Board. However, we also got the feedback that members would prefer giving their opinion on discussions that are relevant right now to Proto or the board. We have tried this out once and we got positive feedback about discussing these kind of topics, so we will continue the meetings like this.

2.3.2 Active Member Appreciation

295 We have made an active member trophy and distributed this to three members who have done extraordinary work. We will be distributing this to more members over the year. The distribution of the active member trophy is done personally, meaning that we have not shared this to other members, as we believe this is something personal between us and this person.

300 Instead of an active member activity, we will be organising an active member weekend with one big activity. Active members will also have the choice to only go to the activity if they would prefer that. All of the budget which has been put aside for the active member activity will also go into the activity and not into the weekend. This means that active members will have to pay for going on the weekend. We strive to organise an activity for forty people and go on a weekend with up to thirty people. The weekend will probably mostly be a more laid-back weekend, entailing the Active
305 Member Activity and one other activity. There will also be enough time for participants of the weekend to just sit down and socialize.

2.3.3 International Students

A Buddy promotion flyer was added to the Kick-In goodybag to inform students about the organisation. After the Kick-In an international day was organised that did not have a lot of
310 participants but was helpful for those present. It was a fun day and it mainly consisted of getting some essentials like a bank account, phone card, etc. Unfortunately not a lot of internationals have attended Proto activities in the first quartile which is a shame. We feel like this is because internationals often feel left out during activities because the majority of participants speaks Dutch with each other. It may also be caused by the types of activities that Proto organises. The board will
315 focus more on having all participants of activities speak English when there is an international participant in the next quartiles. Committees will also be spoken to about the fact that committee members need to take the lead in communicating in English during activities where internationals are present. The amount of internationals that joined Proto committees this year stayed around the same as last year.

320 2.3.4 Master Students

In September Proto organised a barbecue together with the study programme to welcome students in the Interaction Technology community and start the year in a fun way. However, during the accreditation of Interaction Technology in December, the students gave some feedback about the lack of an Interaction Technology community. An activity where Interaction Technology students can
325 get to know each other is desired. The board is going to look into organizing a simple drink where students can hang out with each other and later on in the year, the board will also organize an activity with YER for the master students. The reason why the board is organizing these events instead of the InteracCie, can be found in chapter 3.23.

We noticed that most Interaction Technology students do know about Proto, since we saw many people coming into the Protopolis to become a member. We also sometimes receive emails with questions from master students, which points out that master students do know that we can help them. Often we can answer their questions sufficiently through our own knowledge or through quick contact with the master coördinator.

2.3.5 ProtOpeners

Everyone was asked whether they wanted to stay in the committee at the end of a module before changing the code to the key locker, to make sure only relevant people knew the code. Information about the committee tasks was added to the description of the WhatsApp group, to help new members in getting comfortable with opening and closing the Protopolis. Next to this, the informative document on the door of the Protopolis was updated. The location of the key locker code was also removed from the title of the whatsapp group, to make it harder for people to spot the code on accident, for example when Web WhatsApp is opened. New members were given a small tour around the Protopolis where all key tasks were explained, which has been successful. Since there have not been a lot of new additions to the committee, it was doable to do these tours individually instead of in groups.

2.3.6 Alumni

An alumni activity is being organised in quartile 3. All alumni are invited to a dinner in Utrecht, which is more doable than Enschede for most alumni. Later in the year, an alumni panel will also be organised. During this event, alumni will discuss several matters that are interesting to them and to Creative Technology and Interaction Technology students. All students will be invited to this event, so that they can listen in on the discussion and also ask questions.

Apart from that, the communication channels have been broadened with an Alumni WhatsApp group. If this group were to be promoted every year, it might become the channel with the broadest range. However, right now, most alumni who are in the WhatsApp group are also in one of the other available channels (LinkedIn and the alumni email).

2.4 Educational Policy

2.4.1 Informing the Students

Students have been informed about the function of the Officer of Educational Affairs via emails and through the poster of the EducaCie. It seems like lots of students know who to contact about their study problems or their feedback. A meeting has taken place between the Officer of Educational Affairs and the master coordinator to investigate the possibilities for creating an I-Tech Flowchart. It's been concluded that it would be a good idea to make a flowchart explaining the internship part

and how to select and approve courses as these areas seem to cause confusion among students. The Officer of Educational Affairs will start on creating this flowchart, hopefully finishing before the end of the academic year. Quarterly evaluations have been written every module and especially teachers really appreciate them. Students also get an email that includes a link to the evaluations so they can see what has happened with their feedback.

2.4.2 Educational Mail

Emails have been sent to Creative Technology students each module, informing them about studynights, the DokuWiki database, module evaluations, possible TA jobs, the EducaCie and signing up for modules. An email was sent to I-Tech via the master coordinator at the beginning of the academic year to inform the master students about Proto and what Proto does in terms of educational events and career events. They've also been informed about the EducaCie but not much input from master students has reached the committee. No further mails were sent to the Interaction Technology students since there was not a lot to update them on what they did not already receive from the study.

2.4.3 Practice Material Database

The database on the DokuWiki has been updated with some summaries and practice tests for courses in module 1 and module 5. The Officer of Educational Affairs has made a list containing all the courses that are now missing sufficient materials in the database and she will try to fill in the blanks by asking around for these specific materials. In addition to CreaTe summaries, some extra summaries and practise tests for various pre masters have also been uploaded to the database. Gathering summaries for I-Tech courses proves to be difficult since reaching I-Tech students proved to be more challenging than expected. However the Officer of Educational Affairs is aiming to gather at least some summaries before the end of this academic year by actively seeking contact with I-Tech students.

2.4.4 Book Sale

Bookwise everything the Creative Technology and Interaction Technology students need is arranged through IAPC. The collaboration with IAPC is working smoothly and no problems have occurred so far. The Officer of Educational Affairs has a meeting with IAPC every module to stay up to date with the book sale.

2.4.5 Educational Panels

2.4.5.1 Accreditation Interaction Technology

After discussing the accreditation of Interaction Technology with the program director, it was decided that Proto did not have to play a part in the actual accreditation of the study. The Officer of

395 Educational Affairs did provide feedback for the self-assessment report during the Program Committee meetings.

2.4.6 Education Committee

See 3.10.

2.4.7 Study Nights

400 A lot of study nights have been organised in the first quartile. The EducaCie has planned the study nights according to the schedules of the first and second year CreaTe students. An open studynight has taken place every module in the resit week. The studynights have mainly been focussed on subjects from Creative Technology as those are the subjects that students struggle with, the subjects that have a lot of TAs available and the subjects of which we know the exam schedule. Organising
405 study nights for Interaction Technology has proven to be hard since there are just too many courses that all follow different schedules instead of a fixed one. The master students are however always welcome to join a study night. The communication with teachers about study nights and TA's has been good. This usually results in having TAs present at the study nights and having the studynights announced via Canvas to promote them more. The study nights are promoted mostly via Whatsapp
410 and are doing okay in terms of participation rate

2.4.8 Markets

2.4.8.1 Minor Market

A Minor Market was organised in the first week of December and it was well attended. The
415 committee found twelve speakers that wanted to present during the event and within this group there was a good division of technical and more design/social studies. The event started with a general presentation by the bachelor coordinator about where to find information about minors and how to sign up for them. The event could have been promoted a little better by promoting earlier, but in general we heard participants found the presentations interesting and useful.

420

2.4.8.2 Master Market

The EducaCie is looking into the possibilities of organising a Master Market before May. This market will be set up in a similar way as the Minor Market but speakers will have to be found further in advance to make sure speakers from other universities can also attend.

425 2.4.8.3 I-Tech Course Market

In collaboration with some staff members of Interaction Technology, the Officer of Educational Affairs has organised two I-Tech Course Markets. These markets have been organised in order to inform new students about I-Tech courses by having current I-Tech students present about courses they did and their experience. This market was organised because I-Tech students expressed the
430 need for more information about courses before they have to choose which they will take. The first market was a bit last-minute due to the fact that it was brought up about a week before the start of the academic year. However it did have a high attendance rate. The second market will be organised on the 3th of february and will not have happened yet when this report is published.

2.4.9 EEMCS Workshops

435 The University has gotten money to improve the quality of education, called “Wet Studie Voorschot gelden”, from the government. The EEMCS study associations are responsible for a part of the money to be used to organise EEMCS wide workshops. Every association aims to organise two workshops that deal with interesting skills in every discipline. Proto has already organised a scientific poster workshop which was pretty well attended by all associations and especially appreciated by
440 the students that were working on a scientific poster for their curriculum. Another workshop has to be organised but it has not yet been determined what skills it will cover.

2.5 External Policy

2.5.1 External Support

So far, the amount of financial sponsorships acquired is satisfactory, see Financial Sponsorships
445 below for clarification. The main focus has been on acquiring financial sponsorships, as this is deemed most important. Action has also been taken to see if any more Proto discounts can be acquired. So far however, no new discounts have been acquired.

2.5.1.1 Financial Sponsorship

At the time of writing, a total of €3475,- has been brought in in the form of financial sponsorships.
450 This is 58% of the target goal and 46% of the personal goal of the Officer of External Affairs. This number does not include money that will be gathered from contracts with a pay-per-participant sponsorship yet. It is estimated that signed contracts with such an arrangement will also bring in about €1200. Apart from this, negotiations with a number of companies are ongoing and will hopefully increase the amount of sponsorship money.

455 2.5.1.2 Creative Sponsorship

A number of activities with companies have already been organised, mostly lunch lectures and workshops, but also a trip to the Talententuin. Some other collaborative activities are being organised for the future, like a trip to Innovatie Cluster Drachten and a Company Dinner.

460 The Company Dinner was planned for December, but could not be organised at this time yet and has thus been moved to May. The reason it could not be organised was a lack of interested companies that could be found on time for the activity. The Acquisition Committee now has more time to search for interesting companies to join, which hopefully will solve the problem of not being able to find enough companies.

2.5.2 Member Discount

465 No new member discounts have been acquired so far. However, the currently present member discounts are still in place, these being the starbucks and mitra discount. The Acquisition Committee is working on arranging new discounts, which will hopefully be done before the end of the academic year. One person in the committee has specifically been put on getting earlier mentioned discounts. The current discounts have not been promoted extra as compared to the previous year. When a new
470 discount is added, promotion for all discounts will be done at once.

2.5.3 Acquisition Committee

The Acquisition Committee has been going through some organisational changes. A number of members has left the committee, but three new people have also been found. Since all experienced
475 members will be busy with their minor or graduation project in quartile 3 and 4, the new members are being trained to be able to fill in for them. The newly introduced promotional role provides more clarity within the committee about who promotes events, but it is not yet clear whether it also attracts more people to events. While the lunch lectures were very well visited, the Eqib workshop had an attendance of only 9 people.

480 The committee is trying to reach more companies by planning in calling hours in which members of the committee contact companies to inquire about possible collaborations. As of writing this, this system has only just been implemented, and will hopefully increase the amount of company relations acquired.

2.5.4 External Publicity Policy

485 So far, no activities with sister associations have been organised. We have tried to reach out to sister associations in other cities, but they were not interested in meeting with us. The decision has been made to only reach out to sister associations that are located in Enschede. An activity with LiNK of Saxion University of Applied Sciences, is still being planned.

2.5.5 Customer Relationship Management

490 A Customer Relationship Management (CRM) system is a system that keeps track of the customers,
in our case companies, and deals that have been made with them/the current status of negotiation.
This has been somewhat of an issue in previous years, as no system has been consistently used. As
of now, the status of our professional relationships is kept track of using an excel sheet. While this
does work, it is not an ideal system. It is preferred if externals use the same system over multiple
495 years, so that old contracts and relationships can easily be found back. The current external is
working on finding a suitable CRM to use for Proto. This will hopefully be found and implemented for
the next external to use.

2.6 Financial Policy

2.6.1 Usage of Surplus Sponsorship

500 If the association collects a surplus amount of money due to sponsorships, this money will be
distributed according to the following table:

1) Liquidity	€1000,-
2) Active Member Weekend	If less than 30 participants: €600,- If 30 or more participants: €900,-
3) Protopolis reservation	€300,-
4) Other big activities	€1000,-
5) More liquidity	rest

505 The first €1000,- will thus go to adding liquidity to the association's resources. After that, the money
will be invested in our plans for the Active Member Weekend; if we organise a weekend that will
have 30 or less participants, €600,- will be put towards this. If there are more than 30 people
participating, €900,- will be spent on the AMW. If there is still money left over after this step, we will
put some towards making a reservation that will allow the next board to invest more money in
making our Protopolis even nicer. If we know we'll be collecting even more money in time to still
invest it in other bigger activities towards the end of the year, this will happen too. If there will still
be more surplus sponsorship after this, it will be invested in Proto's liquidity.

2.7 Other

510 2.7.1 Merchandise

Proto pins have been distributed among Proto's members at the beginning of the year, with still some stock left. The GraphiCie has formed a group of people who will look into designing types of merchandise and/or committee clothing on request. A few sketches have already been made for new Proto sweaters, but there's a high chance that they won't be distributed in the first half of the academic year since the group has only recently been formed. Next to that, Proto dice have been designed and ordered.

2.7.2 Foundation ICE

After promotion on the committee market, Foundation ICE has found enough interested people to form a new board. This board is aiming to organise a study trip during the summer of 2021.

520 2.7.3 DokuWiki

A new division of all sections on the DokuWiki was looked into. Pages have been moved to other locations on the wiki, sometimes under a new name, so it is easier to navigate between all sections and find what you're looking for. It is expected that the new division will be launched before the start of Q3. A problem where first years were unable to login, was looked into and fixed by the Have You Tried Turning It Off And On Again committee.

2.7.4 Staff Appreciation

A staff appreciation token has been made and distributed to four staff members now. This will be continued throughout the year. A drink to thank CreaTe and I-Tech teachers will also still be organised later in the year. The best teacher, chosen through a voting among students, will receive an award and be nominated for the UTea (University of Twente Education Award).

2.7.5 Staff communication

To prevent miscommunications between the study and Proto from happening, monthly meetings with the Program Director were planned in. We feel like those meetings have improved the communication between Proto and the staff. We will continue these monthly meetings with the Program Director during the rest of the academic year.

Apart from that, we started a schedule for reserving the boardroom for Proto's committees that we communicated with Alfred. This prevents Alfred getting multiple emails from different committees for the same break. We have seen that this also prevents one committee always meeting in the boardroom and the others not getting a chance. However, we've also seen that quite some

540 chairmen of committees forget to reserve the boardroom, which results in nobody meeting there. However, it is hard to conclude anything from this yet, because this might be improved when chairmen are used to this schedule.

We also heard from a few module coordinators that it was not known that they could request things, such as drinks and photographers at Proto, at their demo markets. Apart from that, we noticed that
545 the module coordinators who did know about this generally requested them quite late. This is why we have created an informative document which was sent to all module coordinators. We have explained what the possibilities are at Proto, but also the deadlines. As a result, we hope it is known to all module coordinators they can request things at Proto, but also do it in time.

2.7.6 Food Policy

550 2.7.7.1 Food for Helpers

At this halfway point in the year, about 63% of helpers at drinks have made use of our food for helpers budget. Next to compensating food for drafters and EROs at drinks, the budget has only been used once for compensating helpers at other events; this is because there have not been many events yet taking place during the entire 17:00 - 19:00 time period in which helpers become eligible
555 for food compensation.

We are also making an adjustment to the helper food rules for EROs present during drinks. Seeing how it is only obligatory for an ERO to be present after 18:00 for events taking place at the university, we will allow an ERO to only be present from 18:00 - 20:00 if no one is available for the entire 16:00 - 20:00 timespan. In that case, the ERO will still get compensation for their food.

560 2.7.7.1. Allergies

Communication with members who have food allergies has, in our opinion, been handled well so far, seeing how we've heard no complaints so far in regards to allergies at food events. To get more insight about this, questions about how food allergies have been handled have been included in the semi-annual survey. The responses to these questions showed us that our members feel well taken
565 care of when it comes to allergies, and that the communication between them and Proto was clear.

The list of options for common food allergies for establishments Proto often orders food at has not been created yet. We do, however, still aim to create this before the end of the year.

2.7.8 Societies

We organised a forum to discuss the rules and opportunities societies should get. The new
570 documents have been posted on the DokuWiki. We have decided not to get a liability insurance as there is no insurance fitting our needs. That means that Proto is still responsible for the actions of

societies. A couple of things need to be changed on the Proto site for the introduction of societies. When those things have been changed, we will officially start accepting proposals for societies. At this moment, the Senate will be changed to a society. The BonCie will also become a society if there is still enough interest for it (see 3.5 for more information about the BonCie).

2.7.9 Semi Annual Survey Results

The Semi Annual Survey has been filled in by 47 people. The students are from several different years. Most of the respondents are studying Creative Technology and some are studying Interaction Technology or another study. The range between active and non-active members was quite even.

People were quite positive about Proto in general. Most respondents feel like Proto is well-organised and has a good overall ambiance. The score for internationalization was lower than the others, namely a 3.3 (out of 5) on average. In general, Proto scores a 7.7 (out of 10) on average.

Most people also responded positively about the board. Not everyone knows the full board yet; about 17% of the respondents noted that they did not know the board or knew some board members and only approached them if they had any issues. On average, the board scored a 7.8 (out of 10).

About 60% of the respondents noted that they had not visited an open meeting (yet), but most people did say they were very positive about the concept, whether or not they had attended a meeting. Some suggestions came out of the survey, for example that it may be good to state somewhere what came out of the meetings and what didn't, so that the members can see what came out of it.

Some other suggestions about feedback in general also came out of the survey, such as: it may be good to be equally open minded, since not every board member is as open to feedback as others. Another suggestion was to focus mainly on the younger students as they will most likely stay for a longer amount of time.

The ratings about the Protopolis and food in the OmNomCom were quite positive. Most people who noted that they wanted a change in food in the OmNomCom asked for more healthy options.

Active members were positive about appreciation, communication and organisation. 5 people noted that the transition between the committee market and inviting new members was quite slow, but 6 others noted that it went very smoothly.

The most seen promotion seemed to be the posters, WhatsApp and word of mouth. However, the most effective way of promotion seems to be just WhatsApp and word of mouth.

The activities were rated positively. A couple of suggestions about activities were to increase the participation of international students, have less WhatsApp promotion, have less alcohol related activities and focus more on education and normalize people advertising for bigger activities during lectures.

The diversity of activities seems fine. The activities that are desired more are Creative Nights (DIY, Arts and Crafts nights), Career activities, Laidback activities (movie nights, pLAN & chill) and parties. On the other hand, the activities of which there are now too many are Laidback activities (movie nights, pLAN & chill) and Drinks.

People reacted positively about the educational support from Proto. Some people commented that they would like more studynights.

The full results of the survey can be found in Appendix A.

2.7.10 Mental Health

The board has decided to try to focus more on mental health since we were quite shocked to learn that around 80% of the students at the UT are/have been experiencing mental health issues. A lunch lecture was organised about mental health issues, during which two psychologists from Student Affairs Coaching & Counseling (SACC) talked about the most common issues among students and how to recognise and deal with these. Around 55 participants attended and we heard from several people that the lecture was appreciated and very interesting.

Furthermore, the board is looking into the possibility to get a boardtraining on how to recognize and approach people with mental health issues. This training would help the board to be able to help people by giving them more information on where they can go for help, like the student advisor or the Red Desk.

3. Committees

3.1 Forming Committees

At the beginning of the year, the Committee Market was organized. Like every year, we set up some tables for committees with a committee interest list and there was a free lunch for the participants.

630 The people representing their committees were explicitly asked to bring something to decorate their table and to show what they do. People did this, resulting in a more interesting looking committee market. Before the committee market, the Officer of Internal Affairs made an information booklet, which was distributed during the committee market. The booklet had information about what the committee does and/or organizes, how much time goes into the committee and what you can learn
635 from it. This helped some people during, but also after the committee market in making their choice whether or not they wanted to join a committee.

Between 55 and 60 people visited the committee market, resulting in a lot of interests for committees. Almost every committee got enough interests to fill their committee with the amount of new members needed. The Officer of Internal Affairs asked all the people who had more than 4
640 interests to make a top 3 of their desired committees. This information was gathered and distributed to the committees. After this, it was the committees' responsibility to select their new committee members. We still let the committees select their new members in their own way, because most committees prefer their way of selecting committee members. Some ask them for an interview, but some committees ask their interested to write a motivational letter.

645 The top 3 helped some people with selecting which people they wanted in their committee. However, the big downside to this is that it takes a long time to go through this progress and most committees choose their new members based on either their skills or their motivation, which may negate the reason why people send in their top 3. That is why we decided that for the next committee market, we do not want to ask people to make a top 3. However, to make sure
650 committee spots are divided fairly, the Officer of Internal Affairs will keep track of who ends up in what committee.

3.2 Acquisition Committee

See 2.5.3.

3.3 Activity Committee Extraordinaire

655 The ACE (Activity Committee Extraordinaire) has organised two activities so far and two more activities have already been planned in. A beertACeTing was organised at Stanislaus and was a low key, but fun activity. There were not that many participants but it was a nice event which was

660 enjoyed by all those present. A Halloween event was organised during which halloween escape room puzzles were set up. This was a new concept that replaced the traditional Fright Night ghost walk and it was received very well. The ACE is working on a very big event that will be organised at the end of the year in which they will try to include some other committees and possibly a company to reach the full potential of the event.

3.4 Almanac Committee

665 As stated in our policy plan, the Almanac committee will be formed after the second committee market taking place the week after the half-yearly GMM. With the newly formed committee, we will be discussing our plans and brainstorm about ideas for the Almanac, to be released next year with Proto's lustrum. Contact has been established between the previous Almanac board responsible and the current board responsible, to help them start this committee and properly promote it at the committee market.

670 3.5 BonCie

It has been decided to rebrand the BonCie to a society because of lack of interest from its members. There was some interest to continue the BonCie as a society, but it does need more members to keep it running.

675 The BonCie does still want to organize an activity this year, but they are not sure yet what kind of activity this will be.

3.6 Camp Committee

Generally, camp went smoothly. There were some small feedback points for the committee itself, but everything is documented in English in an evaluation document which is accessible for the members of the Camp Committee.

680 We will look for members during the second committee market for the new Camp Committee.

3.7 Culture Committee

685 So far, all activities have been organized with a lot of enthusiasm. The Culture Committee organized a Thanksgiving Potluck dinner and the Christmas tree decorating event. The Culture Committee is currently looking at more non-holiday based events to show every aspect of culture instead of only holidays.

Unfortunately, one of the committee members decided to quit with the Culture Committee, so it was decided to look for a new member. This problem was fixed very quickly, since a student emailed us shortly after we announced that we were looking for new members in the weekly update.

3.8 Dies Committee

690 Because of a mistake when preparing the committee market, the Dies Committee was not part of the market, so we had to gather people rather quickly to start this committee anyways. After a short time we gathered six people besides the board responsible who were enthusiastic about organizing the Dies.

695 The Dies committee finished their brainstorming phase and is currently moving on to looking into the logistics of the activities. The committee organizes again seven activities, which is the same as last year, four of which are the same as last year, since those four activities are a tradition (Dies Dinner, Cantus, a party and the brunch).

3.9 DisCo

700 The committee is very enthusiastic and wants to organise many parties. The first party had some downsides, for example that the committee arrived late and that the location was too big for the amount of people coming from Proto. However, these points will be taken into account for the next parties. The committee is still planning on organising 3 parties this year. One of those will be the EEMCS party. Next to this, the committee has started planning a party in module 1 in the next academic year. The choice to have a committee of 4 people seems to have been a good choice, 705 because the tasks match that of a smaller committee. Weekly meetings may not be necessary, as there is not that much to discuss about each party. The committee will still discuss whether they will change to bi-weekly meetings or not.

3.10 DIYCie '18-19

710 The DIYCie of 2018-2019 has been building an LED matrix. The sign-up for this event was filled very quickly. There have been some problems during the preparation phase, but now that new members have joined the committee, the committee's work has increased a lot. Apart from that, weekly building nights have been reintroduced, which has made it easier for committee members to work together on prototyping. The communication between the committee and the Officer of External Affairs went well, as it was clear which companies were being contacted for the DIYCie and which for 715 Proto.

Due to the fact that Raspberry Pi Zero's were out of stock, the workshop had to be moved. It is now planned on the 6th of May.

3.11 DIYCie '19-20

720 Because the DIYCie of 2018-2019 needed all of its time, we got the recommendation to already start with the new committee. This committee will work on a workshop for Module 3 in the next academic year. We have decided upon an idea and have made a first plan of how to make it. We've now ordered the parts that are needed and will start building the first prototype when they have arrived.

3.12 EducaCie

725 The EducaCie continues to be one committee since no interested Interaction Technology students were found to join a second EducaCie focused on the master and third year students. This unfortunately means that not a lot of feedback about Interaction Technology is gathered but the committee still tries to keep up to date with problems by asking around in Proto sometimes. The committee poster has been updated to include all the current members of the committee and is
730 hanging in Proto. Besides gathering feedback and solving short term problems the committee has also successfully organised several studynights (see 2.4.7) and a minor market (see 2.4.8). The committee is planning on also organising a master market later in the year. The work done by the EducaCie has a lot of overlap with that of the CRITEEC and a meeting between the two has taken place. During this meeting it was decided that they would work together by sharing information. The
735 EducaCie gets information about short term problems that arise during the first CRITEEC and CREEC sessions in modules and the EducaCie gives the CRITEEC a heads up on problems they should discuss extra during the feedback sessions. It's still too early to judge if this collaboration will be fruitful.

3.13 EEMCS Trip

740 A destination has been chosen. The committee was formed fairly early in comparison to previous years, and is functioning well. A location announcement lunch will be held at the beginning of quartile 3. 18 Spots will be available for Proto during the trip.

3.14 EmergenCie

745 A meeting at the beginning of the year helped to improve the communication between the EmergenCie and the board. Most of the time, members of the EmergenCie sign themselves up as ERO during an activity, so the Board Responsible does not have to ask if someone is available for the event.

Some EmergenCie members noticed that there was a mistake on the website and because of it, people were not signed in for the helper reminder mails. This was communicated to the Have You Tried Turning It Off And On Again Committee and the EmergenCie and was quickly solved.

750 3.15 ENTROPcY

The ENTROPcY has organised one event so far during which they visited a Christmas market in Münster. The event was very popular and it was a cosy visit. Unfortunately, due to a delay in buying transport tickets, this activity made a bit of a loss moneywise. The activity only consisted of buying transport tickets but no deadline was set for buying the tickets, causing a delay. Buying tickets later
755 caused the tickets to be more expensive than planned. For future activities, deadlines will have to be set and budget plans need to be made if money is involved to make sure this does not happen again.

3.16 First Year Committee

The First Year Committee has had a good start with an enthusiastic group of first year students. As of writing this, only one activity has been organised by the committee, but multiple ones are planned
760 for the coming months. The choice has been made to not organise a party, as the newly introduced party committee already organises plenty of parties.

3.17 FishCie

Since the start of the new academic year the FishCie has acquired new members, who've been introduced to the workings of the committee. A buddy system has been set up in which two people
765 are paired up to clean the fish tank each week to ensure this task will not be forgotten. This system seems to be working well. However, the FishCie will lose some members in the second half of the year, so they will be present at the second committee market to gather new members.

3.18 Gala Committee

A location other than Jaargetijden has been found. At this location, not all strong liquor will be included in the ticket price. However, since the ticket price is favorable and the most popular strong
770 drinks will still be served for free, the committee has decided that this is still the best option. It will be clearly communicated to participants when promoting the event which drinks will be available during the evening. Communication between Proto, Astatine and Atlantis is going quite smoothly, and internal deadlines for the location, budget plan, photographer, etc. have been set. A theme has
775 also already been determined. This year, an aftermovie will again be made!

3.19 GraphiCie

The GraphiCie got a lot of interest during the committee market. That is why the GraphiCie decided to do a trial period for the interested, since this has been proven to be effective during previous years. The interested had to make two posters and they had to give feedback on the work of the
780 others participating in this trial period. This made sure the interested got a clear impression of how

the GraphiCie works. It did result in people quitting during the trial period, but it was not a big problem since we had too much interest anyways and we do not want people to join the GraphiCie and later regret joining the committee. After the trial period, four new members joined the GraphiCie.

785 The GraphiCie also decided to branch out into a so-called merch group as well. This group of GraphiCie members will work on committee clothing when requested and Proto merch if requested by the board. The group had one meeting so far about the logistics and is now starting with the requests.

3.20 Guild of Drafters

790 The Guild has acquired a number of new drafters to fill the committee. Together with the more experienced members, finding drafters for drinks has not proven to be a problem so far. In the beginning of the year, a fresh-up course in drafting was done for the people who wanted this. Not everyone was able to attend this course, but the people who went were generally positive about it.

795 A second drafting course is planned on the 4th of march, this time focused purely on Weizen. This is because most drafters aren't entirely sure how to draft a proper Weizen, resulting in quite some money being lost on Weizen.

3.21 Handyman Committee

800 The committee is running smoothly, and several projects have been completed. Assigning a dedicated chairperson and secretary has definitely helped in keeping everything structured. On Tuesday evenings, there is a dedicated meeting moment followed by a work night, which was received well. On the wiki, a Handyman page has been added. This page is kept up to date and also helps in keeping things organised for the committee. The Handyman Board inside of Protopolis has been removed since it was not being used a lot anymore. Instead, the Good Idea Board can also be
805 used for Handyman ideas by tagging an idea with a dedicated hammer pin. Due to lack of interest within the committee and staff, it has been decided to let the idea of organising a Legothon go.

3.22 Have You Tried Turning It Off And On Again Committee

810 In the past half year, the HYTTIOAOA Committee has found three new members, two of whom sadly left the committee again. In the past half year, the development of an Android application for our website has also gotten some attention again, but the development has been halted until some more urgent projects have been completed. The development of an iOS app, however, has been going very well, and a first beta version was released to a select amount of members in order to gain feedback. Currently the further development of this application is on hold because the developer's

815 license of the developer has ended. As soon as we are able to purchase this again, the development will continue.

820 There was also an activity organised by the HYTTIOAO at the beginning of the year, which was a success. It didn't attract any new members as was hoped, but this wasn't much of an issue back then, since three new members were found through other means. The committee has also been working hard on future proofing our systems to make maintenance easier, which includes moving our website to the web hosting platform Antagonist. The Have You Tried will be present again on the second committee market, to find more members.

3.23 InteracCie

825 Unfortunately, we were not able to find master students who were interested in joining the InteracCie. We tried finding people during the committee market, sent messages in the Whatsapp group chat and asked people personally, but there were no results. For now, the board responsible will organize a fun activity for the master students with YER and a drink during which the master students can get to know each other. Depending on how the activities go, maybe one or two more activities will be organized for the rest of the year.

3.24 Kick-In Committee CreaTe

830 The Kick-In Committee CreaTe was off to a rough start, because after the committee market almost all the people who wrote down their names on the interest list ended up not being interested in the committee anymore. However, after heavily promoting the committee by word of mouth, enough interested people were gathered for the KICC, and the committee could be formed in January. The first steps into preparing for the Kick-In have been taken, with the expectation that the workload for this committee will really pick up around May.

3.25 Lustrum Committee

The Lustrum committee will be formed with the half yearly committee market. If this doesn't attract enough people, the committee responsible will personally reach out to people to join the committee. For specific plans regarding the Lustrum, see the Policy Plan.

840 3.26 OmNomCom

845 The OmNomCom has added two new members to its ranks at the beginning of this year, with the goal in mind of making sure the committee will keep existing when some current members start their masters after this year. This is also the reason the committee will be present on the second committee market. With the new members acquired, a task division was made so that responsibilities within the committee are divided equally. This division has worked out well, apart

850 from some lectures and tutorial on Tuesday mornings causing there to be only one or two people present to receive our weekly food order. Next to a new division, we have also added some new products to our stock, such as mini pizzas and salty caramel kit-kats. A suggestion box was created by the Handyman committee to help the OmNomCom find out which food people would like to see in our Protopolis, with the aim to empty this box every friday. Lastly, the issue of people not stripping their food and thus the stock numbers in our system not being correct is still very much present. To try and minimize the negative effects, the committee will try out switching from counting the stock once a module to counting a part of the stock every week before the food order comes in.

3.29 pLAN

855 The committee is functioning quite well. An overview of all activities for the upcoming year has been made, averaging one activity every one and a half months. Activities were visited by an average of 18 people. Having eight committee members instead of 7 sometimes led to more chaotic meetings, but having more people ready to help out during the nights of the events weighed up to this. This amount of members works, as long as there is enough to prepare for and do during activities. To
860 improve this for the upcoming half year, a brainstorm will be held. The aim was to attract a wide variety of people, and this has been achieved by promoting the different kinds of things you could do during the evening. During the first activity, which was picked up from last year, a lottery was held where 76 euros were collected for the Brain Foundation.

3.30 Protography

865 The Protography was off to a slow start this year, but new members have been found and are now active in the committee. Someone has also been found who is now active as a videographer. There's also a search going on to find a new chair for the committee, since the person previously active as chair does not have the time to do this anymore. In the meantime, responsibilities of the chair of the Protography have been taken over by the board responsible. This should have happened earlier in
870 the year, because it was already discussed that the previous chair would be very busy with their last year of CreaTe a few months before the board responsible took over their responsibilities. Proto has also moved the hosting of all the pictures from Flickr to our own system, created by the Have You Tried committee. Because of this, the workflow of the Protography will be improved.

3.30 ProtOpeners

875 See 3.3.5.

3.31 ProtoTrip

The ProtoTrip committee has been running on time for the first few weeks. A location and theme have been chosen and were announced during a drink. The promotion of the event went very well,

since the event was filled without needing much promotion aside from the drink. However, many people also signed out afterwards. This is most likely because ProtoTrip is in the same weekend as Carnaval. Fortunately, the trip is still full. The committee is now working on reserving and setting up the activities.

3.32 SportCie

The SportCie has been running quite well. They have organised the Kick-In sports games (though this was organised by last year's committee), Tai Chi with Erik, Do You Even Bar Bro and jumping at the Krazy Kangaroo. The plan is to at least still organise the following events: Ice Skating lesson, Bouncer Ball lesson, Rugby lesson, Batavierenrace and StAf.

3.33 Symposium Committee

The Symposium committee this year consists of a small (only five people) but very motivated group. A date in Q1 of the next academic year has been chosen in consultation with the bachelor coordinator and the module coordinators. The name of the symposium will be "Break the Outdated, Build the Future" and the general themes will be Innovation and Sustainability. The committee has contacted companies and is aiming at having six company presentations during the event.

3.34 TIPCie

The TIPCie has been running good so far this year. The people are experienced and know what their function entails. However, a lot of people will likely leave the TIPCie at the end of this academic year or sooner. Because of this, the people who employ unusual functions in the TIPCie will write an orientation document to be used by the people who will employ these functions in the future. The search for these new people has started. It is preferred if new TIPCie members have experience in the Guild of Drafters, but this is not a requirement.

The TIPCie has tried to organise more theme drinks this year. So far, this has succeeded as almost every drink had some kind of theme attached to it. This did however make it harder for other committees to organise something on a monday afternoon drink, as these drinks often already had some theme attached to them. It is also not clear if this actually attracts more people to said drinks, as the attendance at the drinks has been somewhat unstable with some drinks attracting tons of people and others only a small amount of people. The promotional function has been re-introduced in the TIPCie, which will hopefully increase the amount of participants in the drinks.

The standard policy is that drinks from external parties (teachers, committees etc.) must be requested at least 4 weeks in advance. Most of the time however, drinks are still requested too late. To try and solve this problem, an informative document has been sent to the staff regarding these

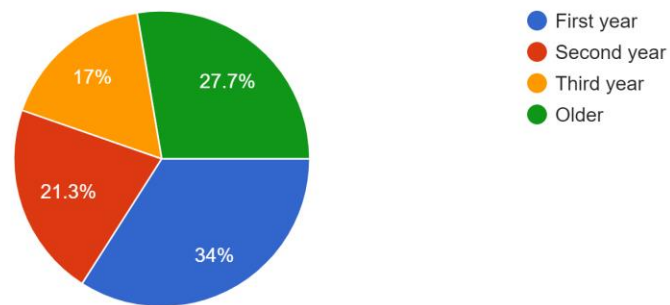
rules. The TIPCie will also try and be more strict in allowing late requests to still have a drink organised, as late requests often still had their drinks continued.

Appendix A - Half Annual Survey Results

915 A.1 General information

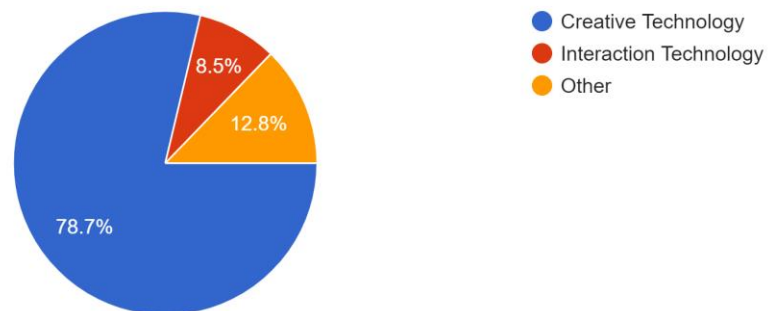
What year student are you?

47 responses



In which study are you currently enrolled?

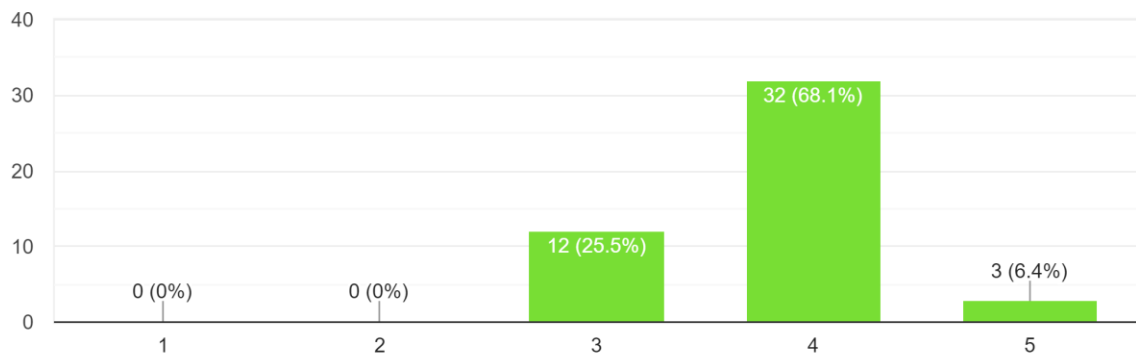
47 responses



A.2 Proto in general

Proto is well-organized.

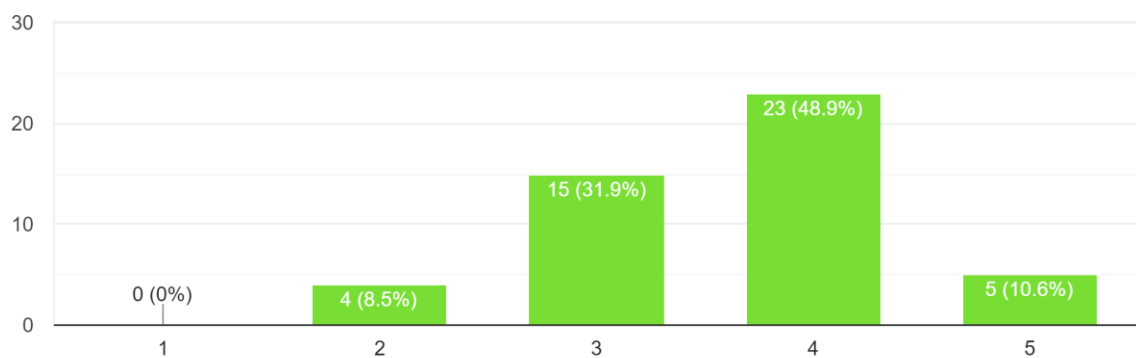
47 responses



920 Average: 3.8

Proto acts with my needs in mind.

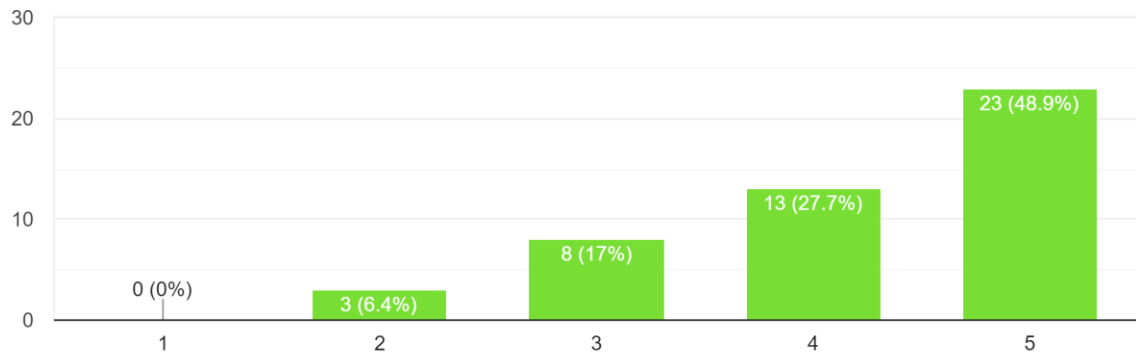
47 responses



Average: 3.6

The overall ambiance at Proto is good.

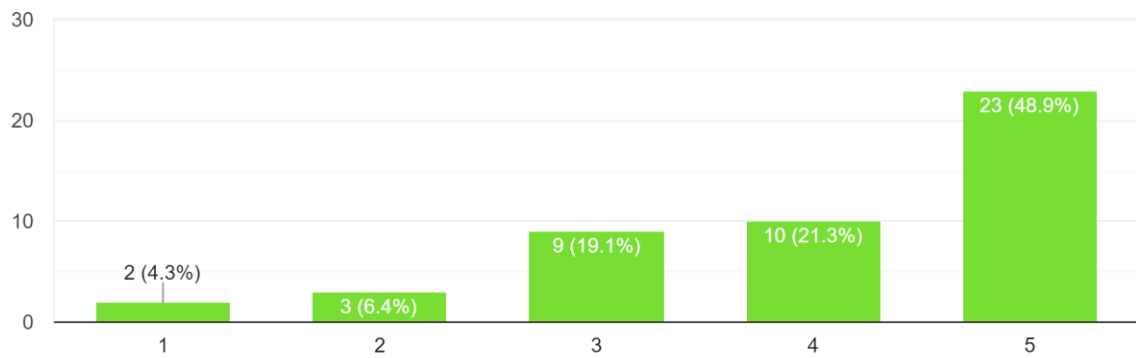
47 responses



Average: 4.2

I feel accepted within the association.

47 responses

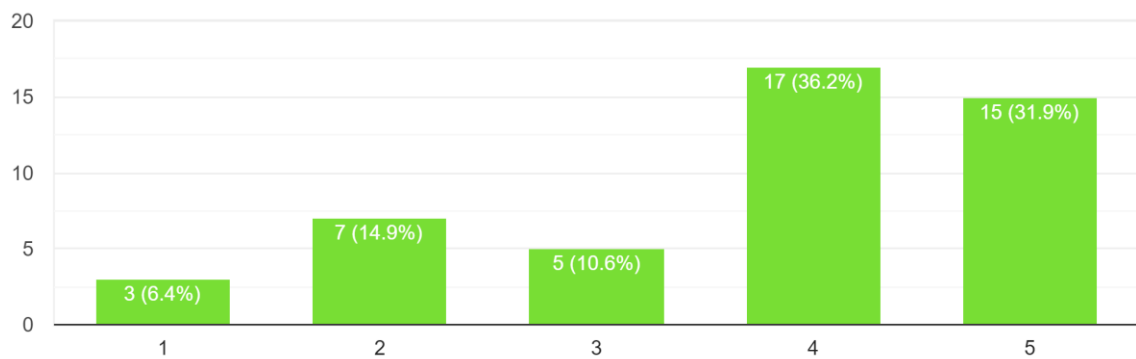


925

Average: 4.0

I feel like I can develop myself within Proto (i.e. through committee work, discussion topics, interesting activities).

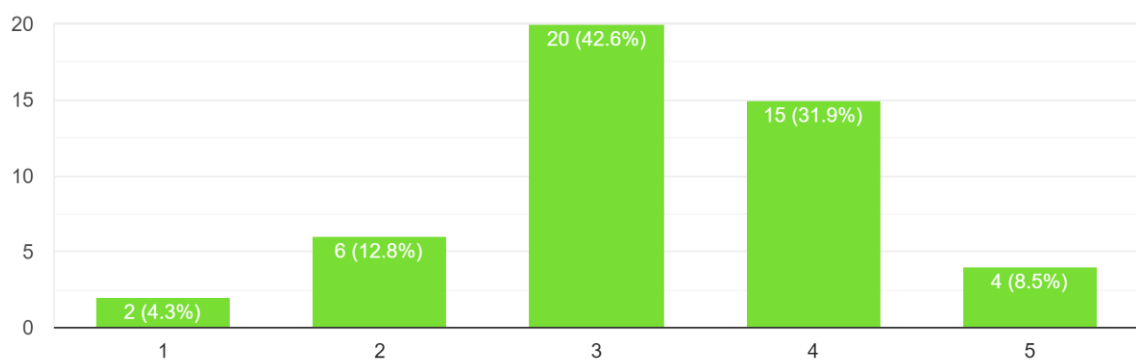
47 responses



Average: 3.7

Proto focuses enough on internationalization. Think of internationally-focused activities and people speaking English at activities.

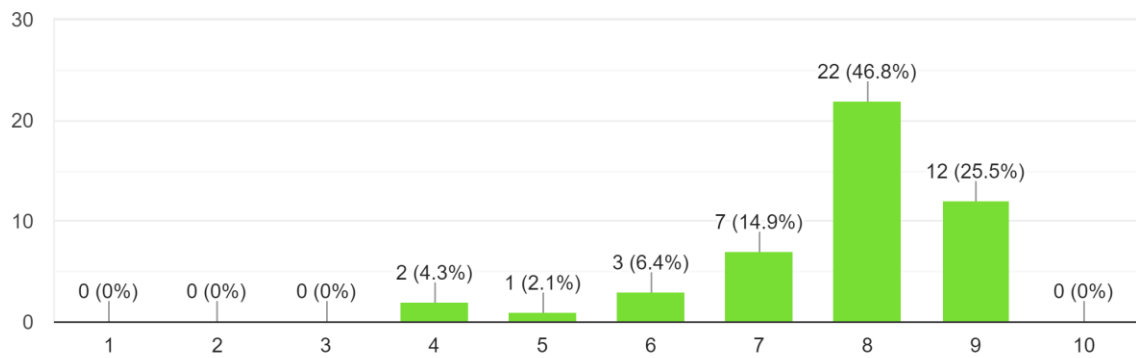
47 responses



930 Average: 3.3

What grade would you give Proto as an association?

47 responses

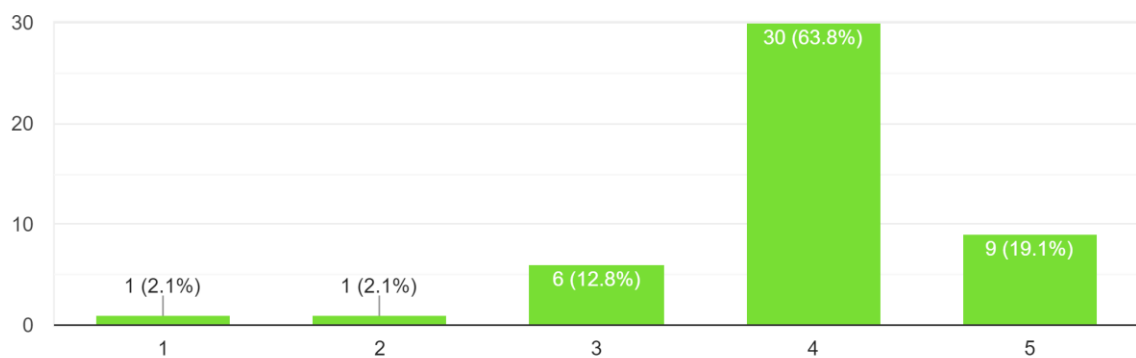


Average: 7.7

A.3 Board

So far, I feel like the board is functioning well.

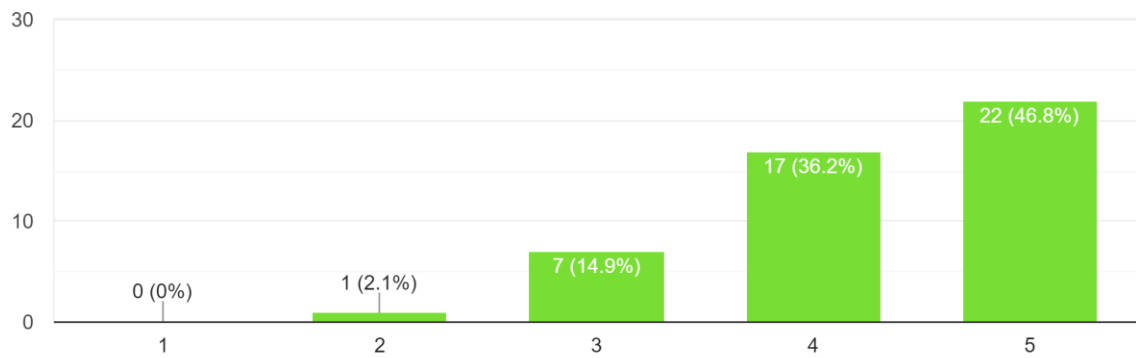
47 responses



935 Average: 4.0

The board is present often enough in the Protopolis.

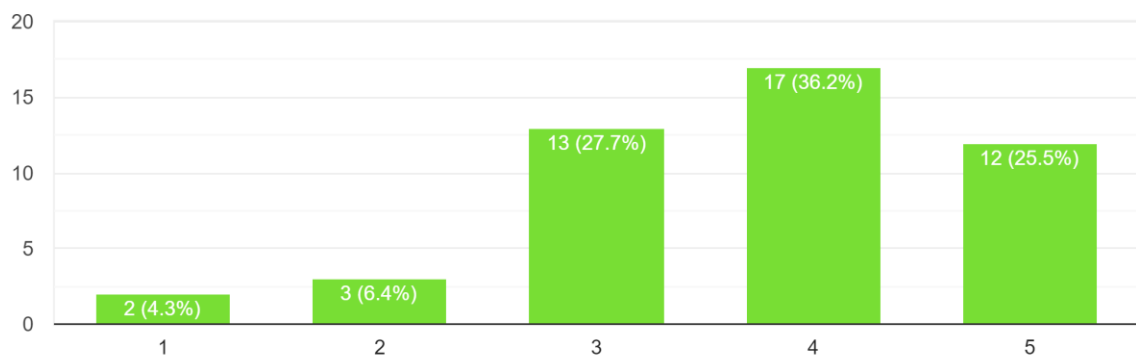
47 responses



Average: 4.3

I feel like the board supports me.

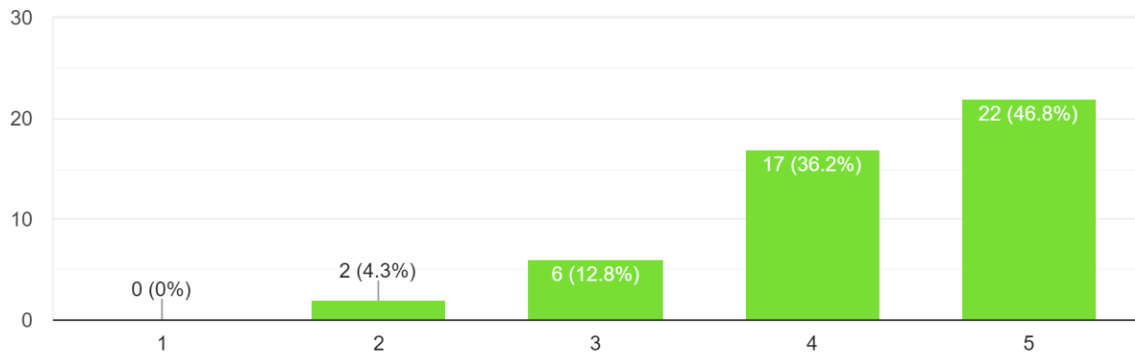
47 responses



Average: 3.7

The board is approachable.

47 responses

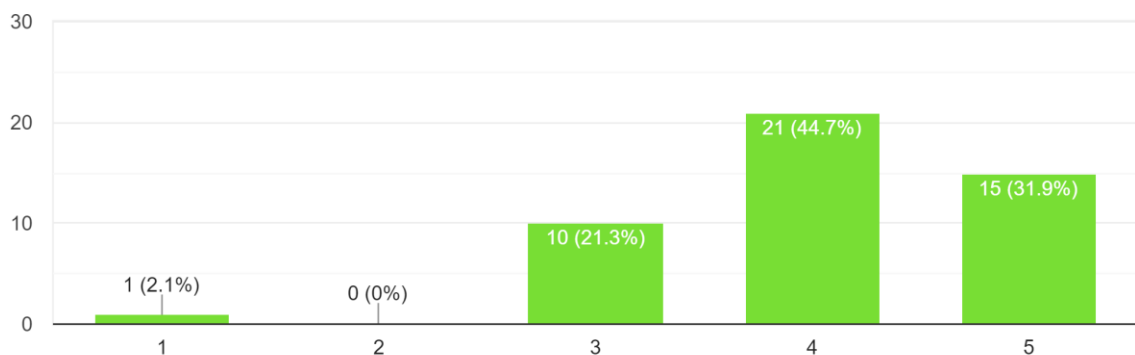


940

Average: 4.3

The board is open for questions and feedback.

47 responses



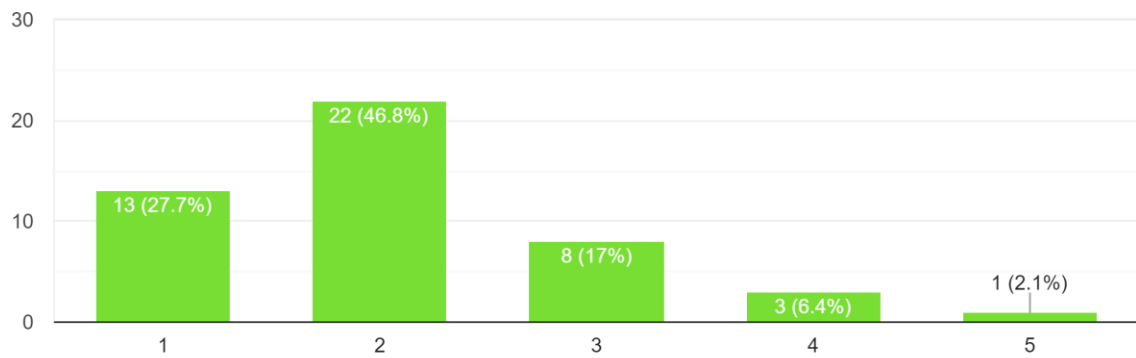
Average: 4.0

945 Question 3.1: It is clear who the board members are and what they can do for me.

Answer: 39 out of 47 responses (82%) were positive. 6 people (13%) responded with a negative response, meaning they did not know the board members. 2 people (4%) noted that they knew some of the board members and only approached some of the board members.

I feel like the board acts superior to the members.

47 responses

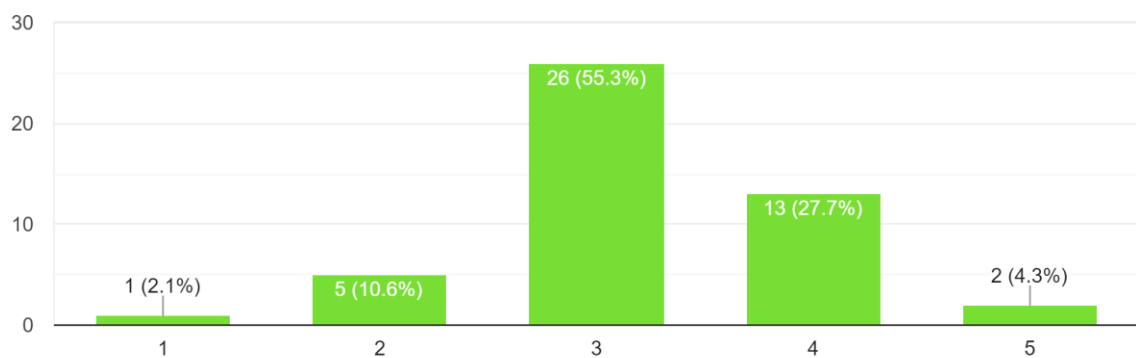


950

Average: 2.1

Proto is being well-represented towards external parties (companies, other associations).

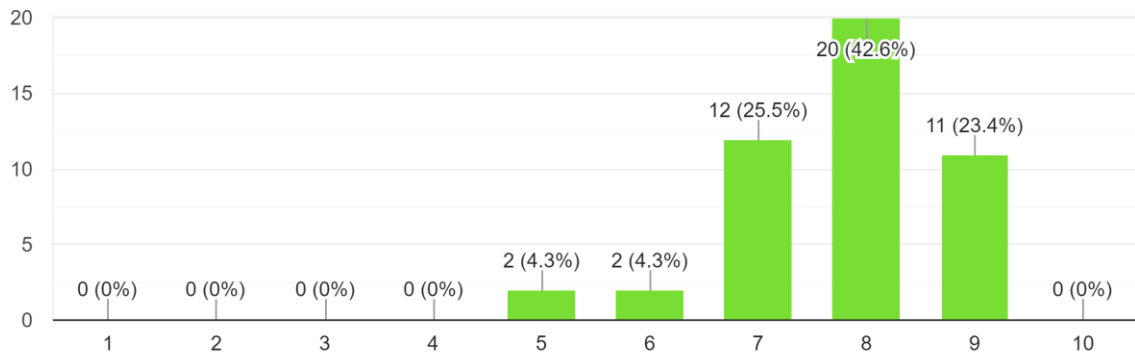
47 responses



Average: 3.2

What grade would you give the board?

47 responses



955 Average: 7.8

A.4 Goals of the board

Question 4.1: Once a month we have meetings in Protopolis so members can share their opinions and give feedback. How did you experience that?

Answer: 28 out of 47 people (60%) responded that they had not yet visited such a meeting.

960 However, 3 out of those 28 (6% of total) people mentioned that they did like the initiative. Most of the respondents who had been to such a meeting before were positive about it. A few of the tips that came out of it were:

- It may be good to state somewhere what came out of the meetings and what didn't, so that the members can see what came out of it.
- Sometimes it's not really clear how open Protopolis is for members that do not participate in the open board meeting (i.e. Can they get food? Can they ask a quick question?).
- Have a screen so that the members who are present at the open meeting know what the conversation is about and are able to join in better during the meeting.

965

Question 4.2: One of our goals is focussed on creating more opportunities for giving feedback. Did you notice how we did that?

970

Answer: 22 out of 47 (47%) noted they did not know or only noted the survey and the open meetings. As these two options were also explained in the question before, it is not clear whether they already knew about this or just read about this in the information in the survey. 25 out of 47 people (53%) noted other options they had seen, such as the Good Idea Board and Feedback Drinks.

975

Question 4.3: Do you have suggestions or ideas to help us reach this goal?

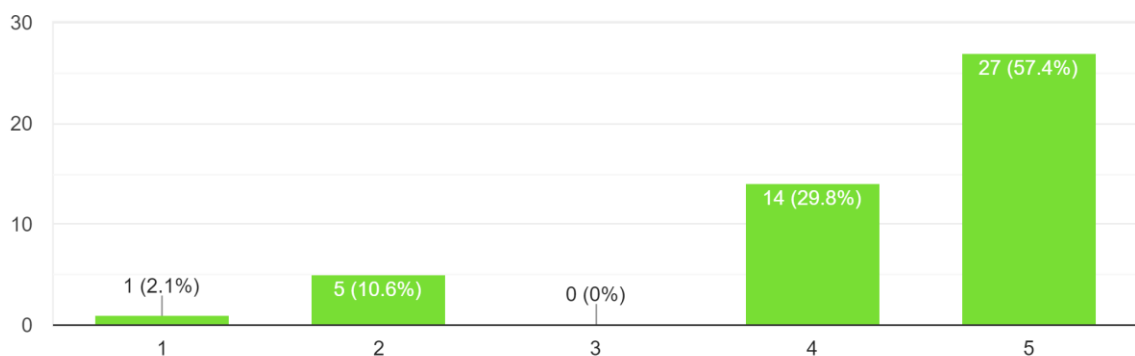
A couple of suggestions came out of this:

- It may be good to be equally open minded, since not every board member is as open to feedback as others.
- 980 - Focus mainly on the younger students as they will most likely stay for a longer amount of time.
- Make a clear overview for who does what and who you need to go to for certain subjects.
- Walk around in the SmartXp and ask people for feedback in person.
- 985 - Try to make Proto less focussed on only the active members, because other members might not feel very invited.
- Try easier and less time consuming ways for members to give suggestions (i.e. an Instagram poll).
- Ask around in committees and Protopolis.
- Keep it like it is now, much more would probably be too much.

990 A.5 Protopolis

I feel like I am welcome in the Protopolis.

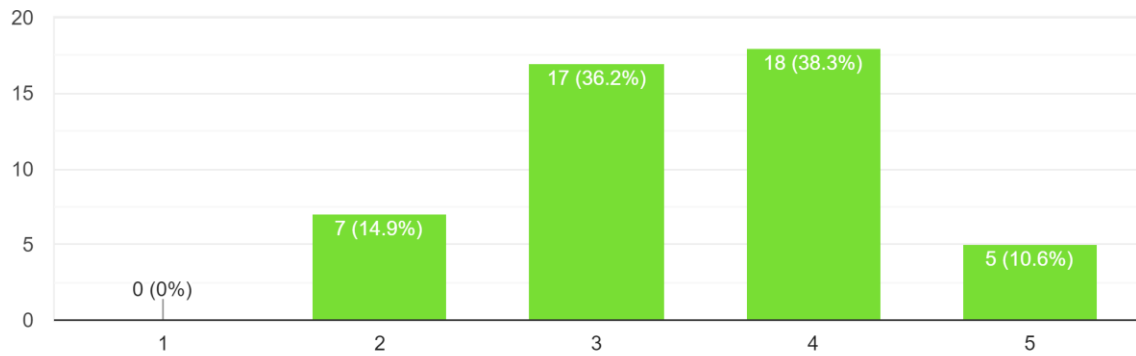
47 responses



Average: 4.3

Protopolis is generally clean.

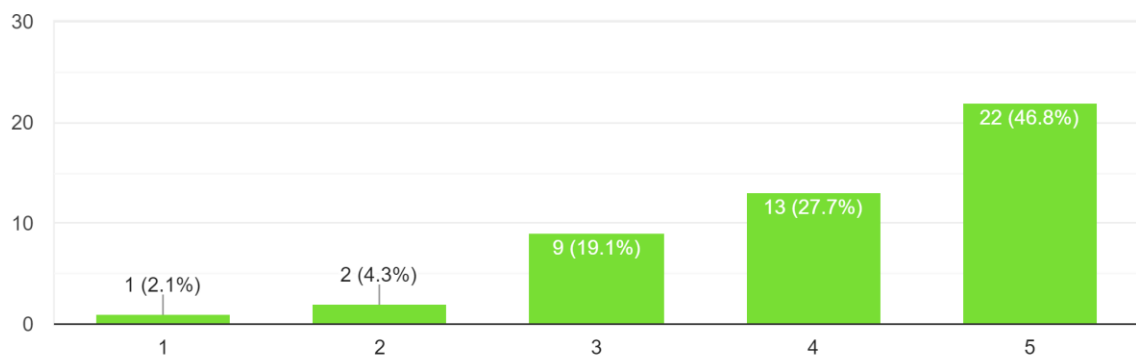
47 responses



Average: 3.4

There are always enough snacks and drinks available.

47 responses

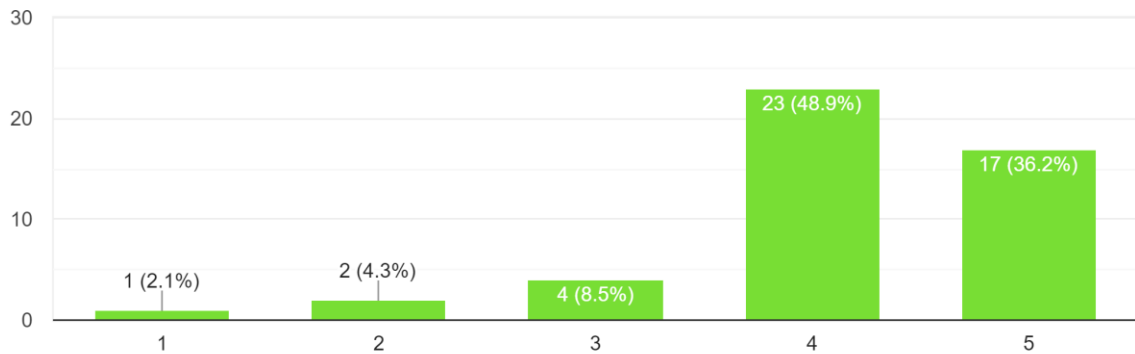


995

Average: 4.1

The selection of food variety is good.

47 responses



Average: 4.1

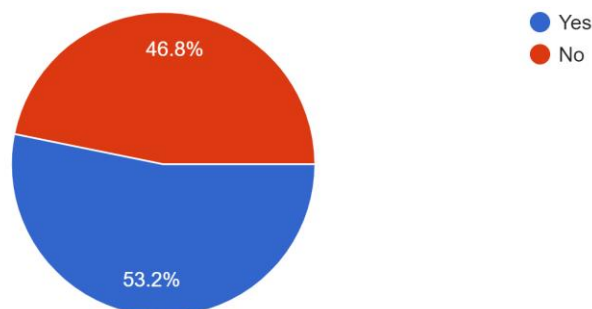
1000 Question 5.1: Would you like to see more/less food in any certain category?

Answer: 20 out of 47 (43%) people responded to this question. Out of the 20 respondents, 13 responded with wanting more healthy/fruit options. Other suggestions were: Dubbelfrisss, vegetarian bapao, more ice cappuccino, cheap yoghurt, mint flavoured things, more variety in candies, more lunch options, Autodrop cadillacs and Zaanse Hoeve mayonaise.

1005 A.6 Active members

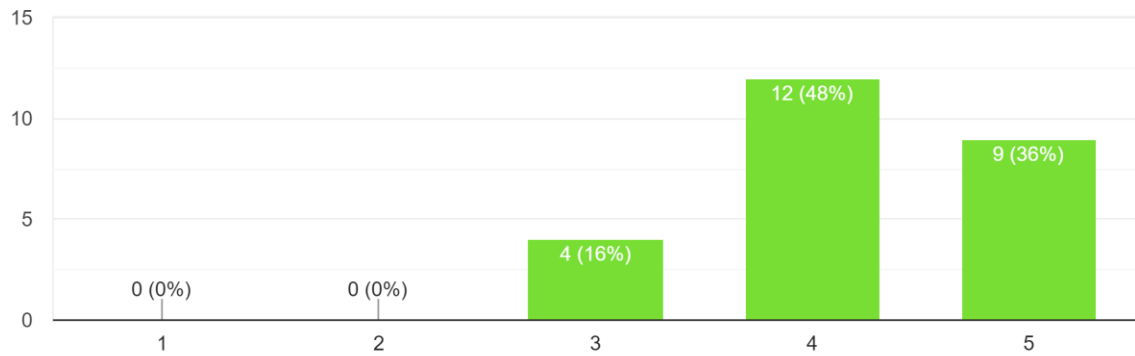
Are you a member of a committee?

47 responses



I feel appreciated as an active member.

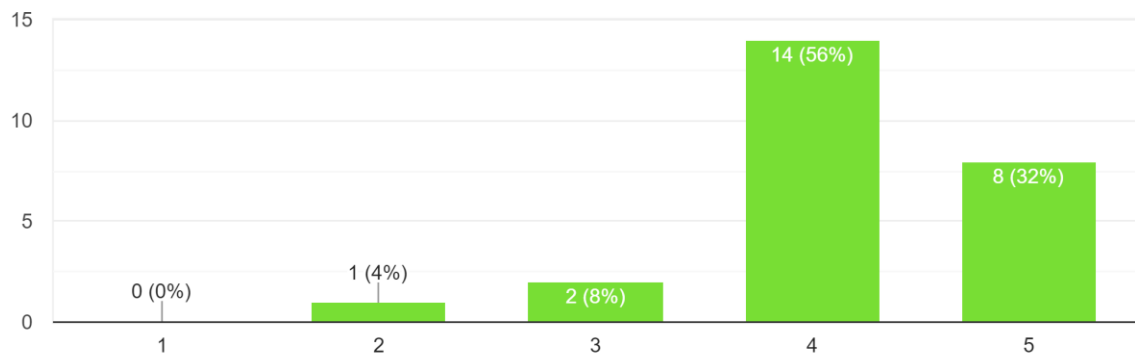
25 responses



Average: 4.2

The internal communication within committees, and communication with the board works well.

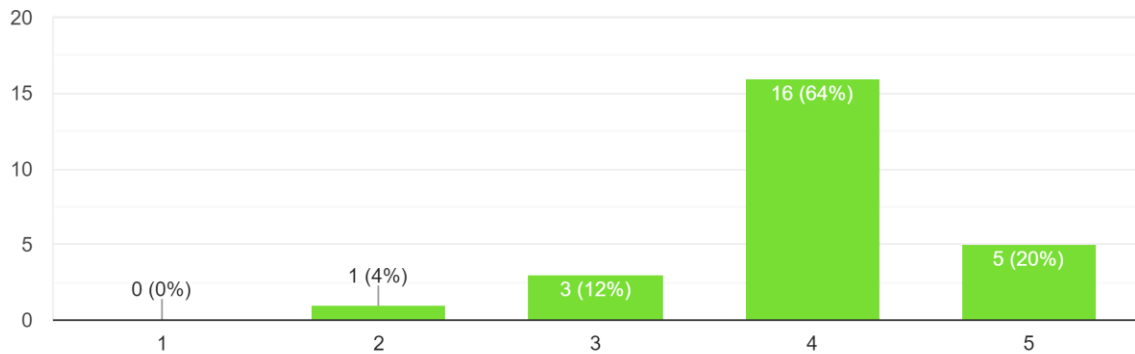
25 responses



1010 Average: 4.2

The committees I am in are well-organized.

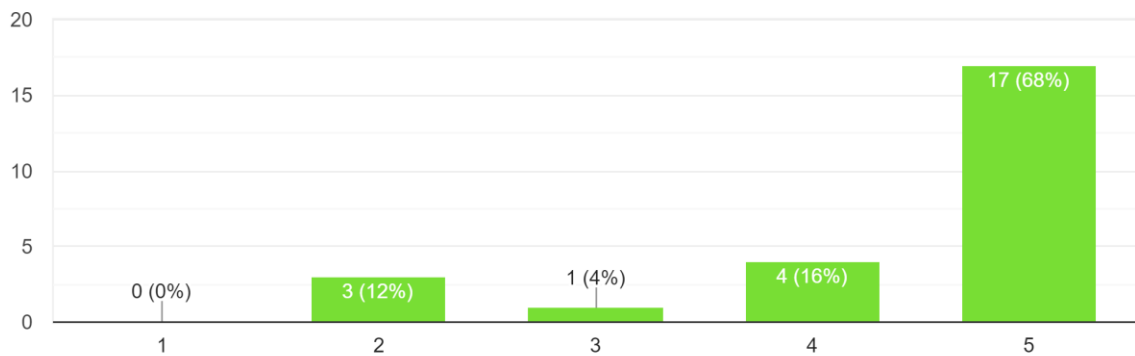
25 responses



Average: 4.0

I feel like I know where to go when there are problems within a committee.

25 responses



Average: 4.4

1015 Question 6.1: How was the transition from committee market to inviting new members/being invited?

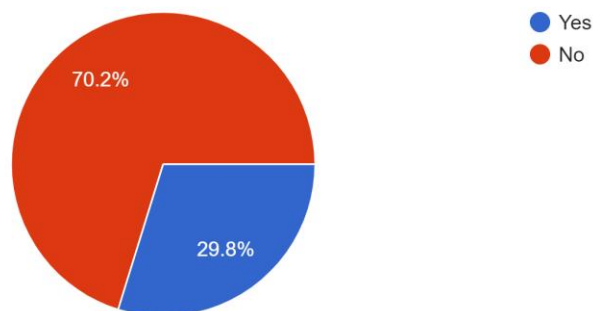
Answer: 6 people responded the transition went very smoothly. 5 others noted it was a bit slow. Other people noted it seemed like the collected data (top 3 of committee interests) wasn't used in making a choice, that there was some confusion in the phase between the committee market and

- 1020 the inviting of new members, that it differed per committee and that it was hard to write a motivation when you don't know a lot about the committee yet.

A.7 Allergies

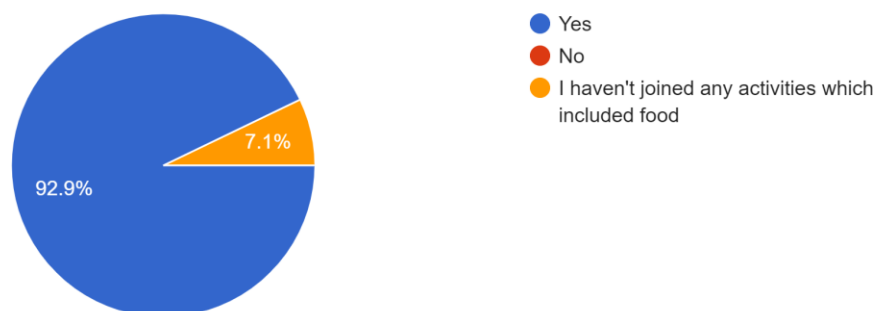
Do you have allergies or a diet?

47 responses



Was the communication about your allergy/diet clear for activities including food (i.e. Proto Camp, Thanksgiving Dinner, etc.)?

14 responses



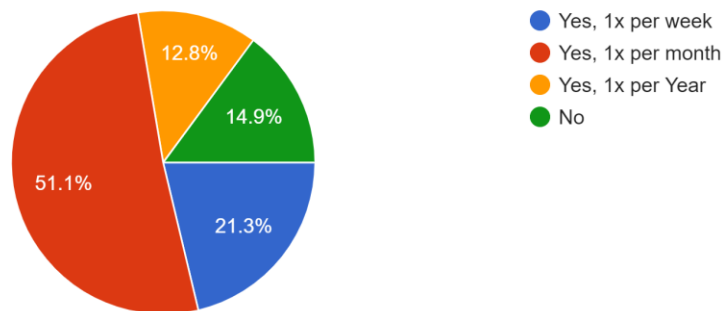
- 1025 Question 7.1: Do you have any comments about the communication about allergies/diets?

Answer: 6 people responded to this question. All comments were positive.

A.8 Activities

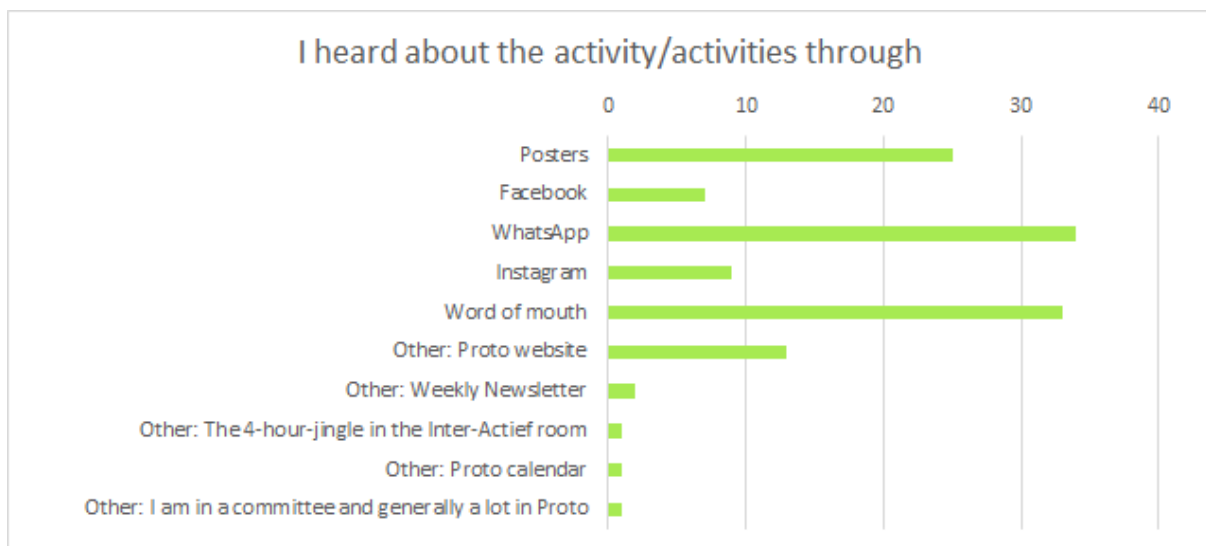
Have you been to an activity/activities organized by Proto between September 2019 and now and how often?

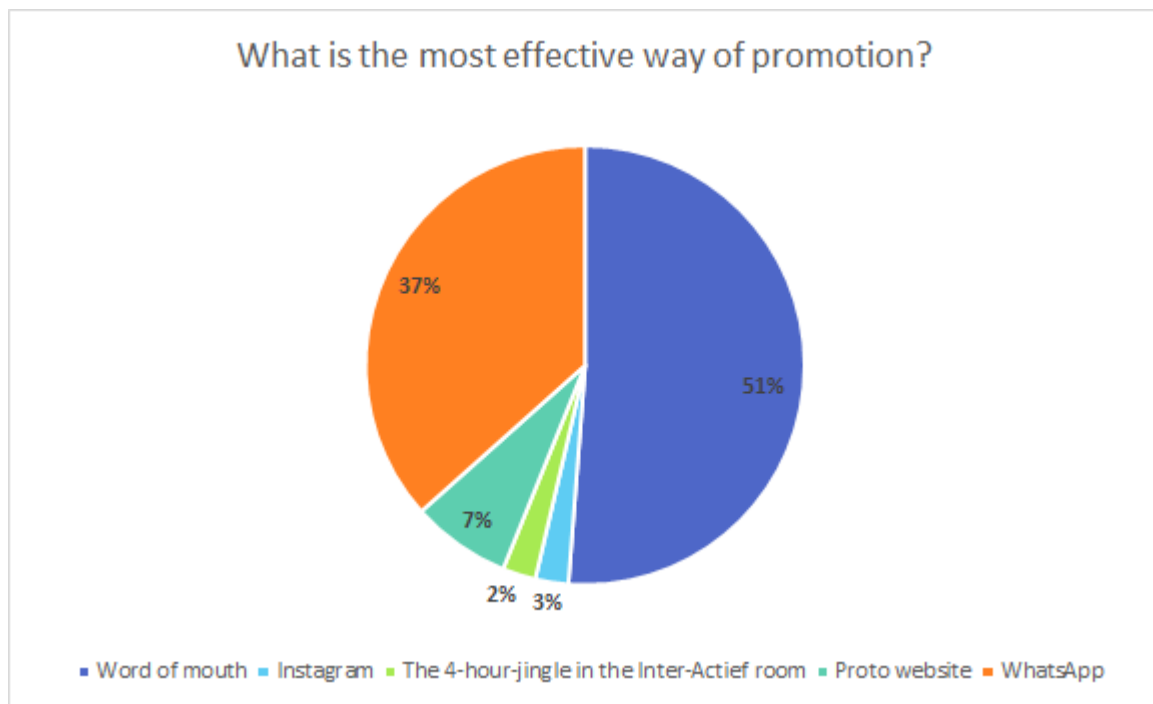
47 responses



1030

Since quite a few times “The Proto Website” was given as an answer in the category “Other” in the following two questions, the next two graphs were manually remade to make them more clear:

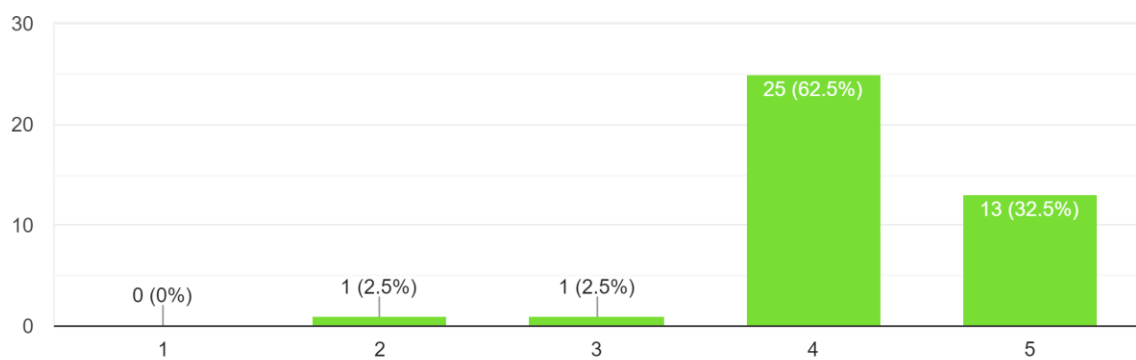




1035

The activity was/activities were fun.

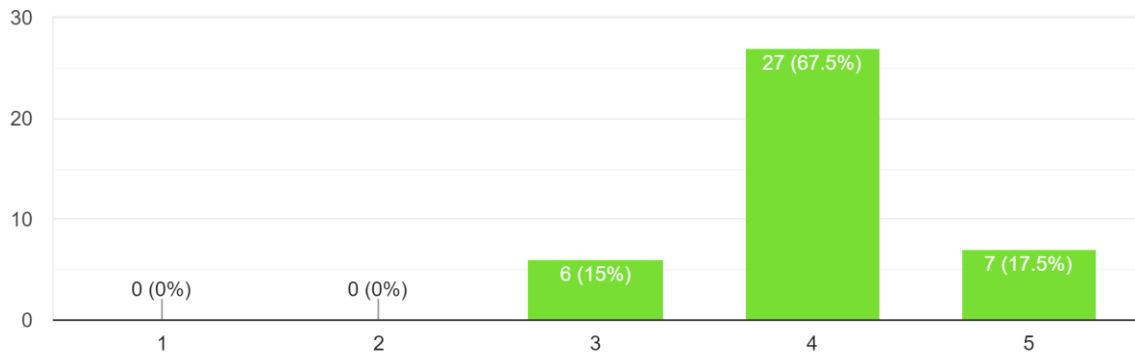
40 responses



Average: 4.3

The activity was/activities were well-organized.

40 responses



Average: 4.0

1040 Question 8.1: Any additional comments on the activities?

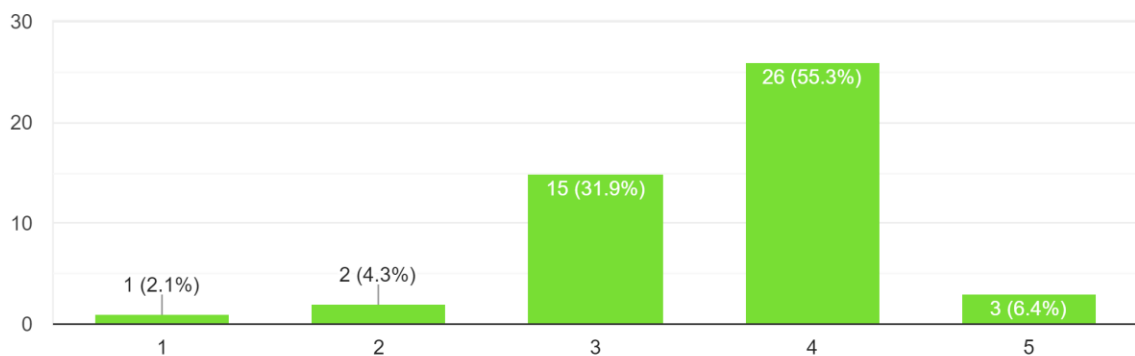
Answer: A few different suggestions came out of this question: increase the participation of international students, have less alcohol related activities and focus more on education, have less WhatsApp promotion, normalize people advertising for bigger activities during lectures. Other notes: the activities are diverse and fun for anyone, they do seem less interesting than at the beginning of the year.

1045

A.9 Diversity of activities

Enough activities are being organised.

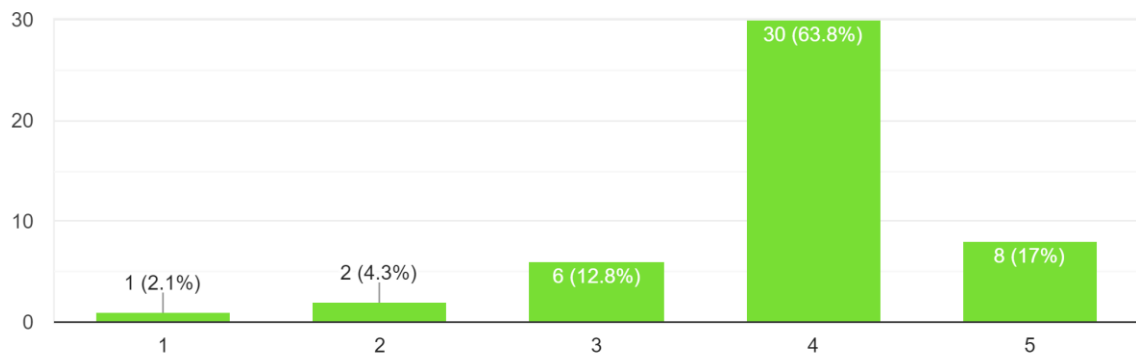
47 responses



Average: 3.6

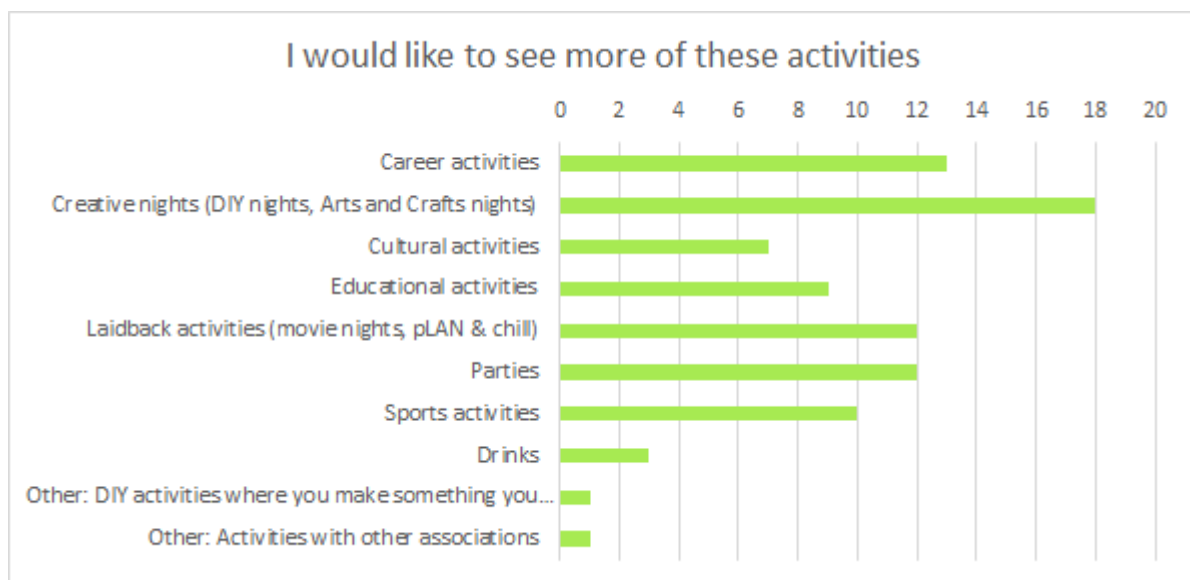
The variety of the activities (i.e. educational, career and fun activities) is good.

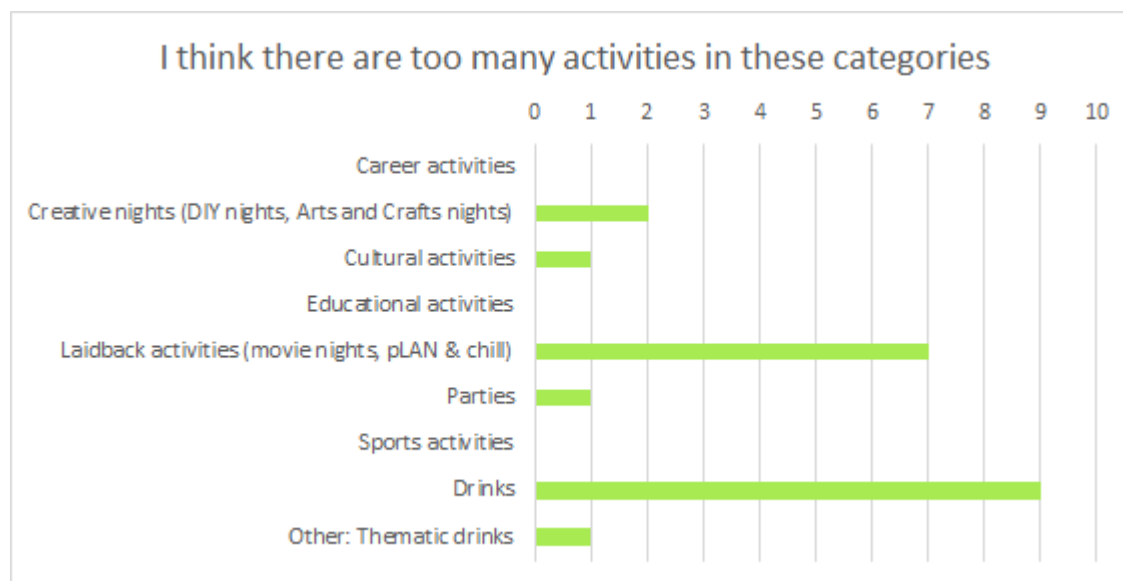
47 responses



1050 Average: 3.9

Since part of the text was unreadable, the following two graphs were remade in Excel:





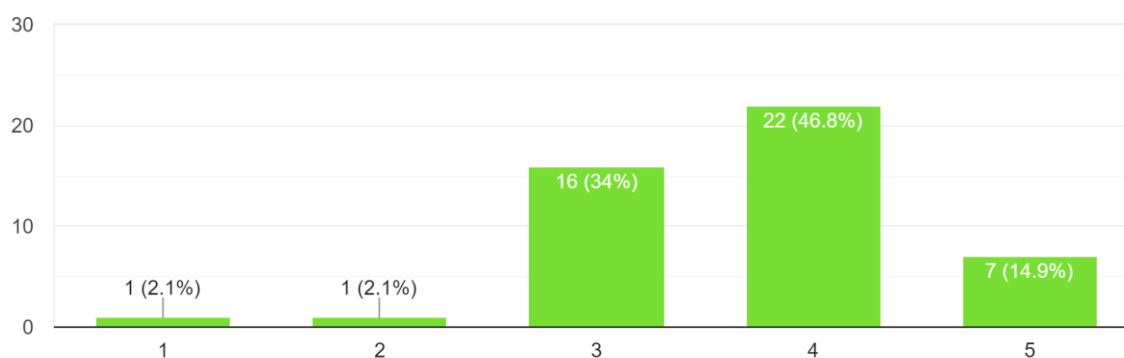
Note: the person who wrote “Thematic drinks” did mention they did not mind the drinks ratio, just the thematic drinks ratio.

1055

A.10 Educational support

Proto provides me with sufficient educational information (flowchart, mail, overviews).

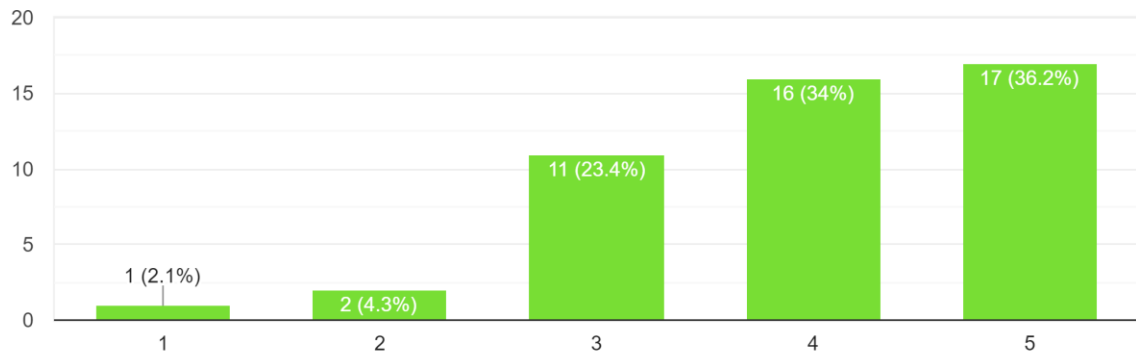
47 responses



Average: 3.7

I know who to go to whenever there are problems within the study.

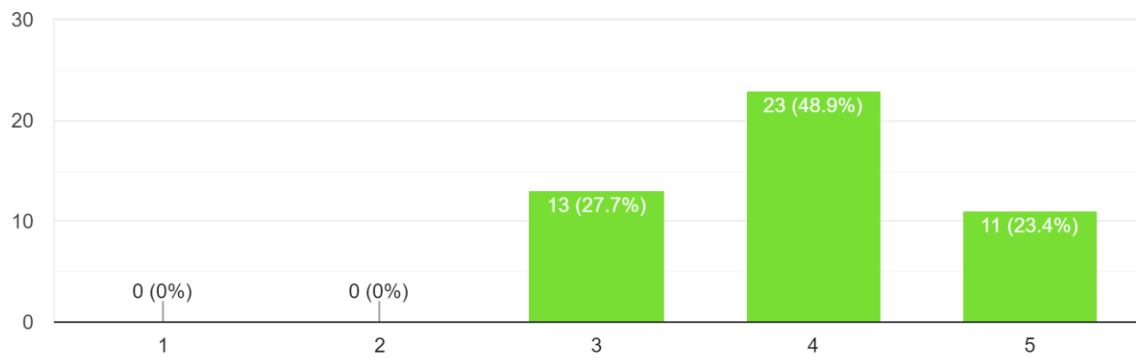
47 responses



1060 Average: 4.0

I feel like my educational problems and complaints are taken seriously.

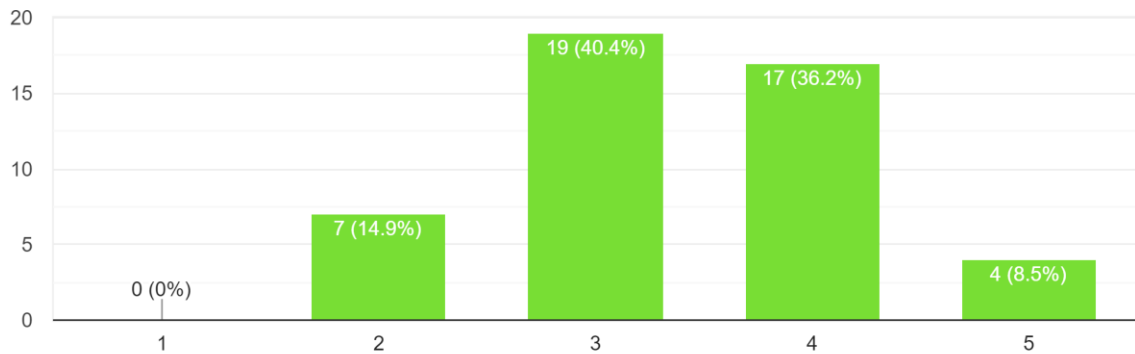
47 responses



Average: 4.0

I feel like the educational mail I receive is useful.

47 responses



Average: 3.4

1065 Question 10.1: Do you think Proto provides enough educational support?

Answer: Everyone who responded, responded positively. However, there were also some suggestions: Three people noted they would prefer a few more studynights. Other than that, older years might prefer more regular updates and it feels like little is done with the feedback that is given.

1070 A.11 Other

Question 11.1: Do you have anything that you want to say but did not get the opportunity?

Answer: Most respondents reacted positively. Two other suggestions came out of this question: The bubble that Proto has, creates an atmosphere which makes it hard to join. The other noted that Protopolis should be kept more clean, as it is often messy.

1075

Appendix B - Query Proto Activities September till January

Start	Event	Organizing Committee	Participants (sign-ups website)	Helpers
2019-09-03 17:30	Welcome Back Drink	Association Board	0	EmergenCie : 2
2019-09-04 20:00	GMM: Change of Board 8.0 to 9.0	Association Board	23	EmergenCie : 1
2019-09-06 17:00	I-Tech BBQ	Association Board	0	EmergenCie : 2 Guild Of Drafters : 2
2019-09-11 19:00	ProtoNight: Creative Crafting!	Association Board	17	not set
2019-09-12 20:00	Do You Even Bar Bro?	SportCie	45	SportCie : 3 Protography : 0
2019-09-13 16:00	Friday Afternoon Drink	TIPCie	no activity	no activity
2019-09-16 12:30	CREEC MOD05 ST	not set	4	not set
2019-09-17 12:45	CREEC MOD05 IM	not set	4	not set
2019-09-17 16:00	Constitution Drink Board 9.0	Association Board	0	Protography : 2
2019-09-18 12:30	CREEC MOD11	not set	2	not set
2019-09-18 19:30	ProtoNight: VR (board) game night	not set	19	not set

2019-09-19 12:30	Committee Market	not set	55	not set
2019-09-19 12:30	CREEC MOD01	not set	7	not set
2019-09-23 14:00	Drafting course	TIPCie	13	not set
2019-09-23 17:00	New Year New Beer MoAD	TIPCie	0	EmergenCie : 1
2019-09-25 12:45	GMM: Yearly Financial Report	Association Board	12	not set
2019-09-25 13:45	JavaScript P5 Workshop	not set	46	not set
2019-09-25 14:00	Open Board Meeting	Association Board	no activity	no activity
2019-09-25 19:30	ProtoNight: Drawesome Doodles!	Association Board	32	EmergenCie : 1
2019-09-26 12:45	HABHAK	FishCie	23	not set
2019-09-27 17:30	Proto Camp 2019	Camp Committee	65	not set
2019-09-27 17:30	Proto Camp 2019 - Activists	Camp Committee	30	not set
2019-09-30 16:00	After Camp MoAD	TIPCie	0	EmergenCie : 2
2019-10-01 14:30	FOR 9.0 [Cancelled/Postponed] Outdoor Escaperoom	Activity Committee Extraordinaire	9	Activity Committee Extraordinaire : 5
2019-10-02 19:30	Proto Night: Candy and Movies	Association Board	22	EmergenCie : 1

2019-10-07 16:00	Draft Your Own Beer MoAD	TIPCie	0	EmergenCie : 1
2019-10-08 19:00	Learn to Hack: Capture the Flag!	Have You Tried Turning It Off And On Again committee	32	EmergenCie : 1 Have You Tried Turning It Off And On Again committee : 2
2019-10-09 12:45	Lunch Lecture: Your career starts here!	Acquisition Committee	57	not set
2019-10-09 19:00	Proto Night: Werewolves of Millers Hollow	Association Board	23	EmergenCie : 1
2019-10-10 19:30	CreaTe Y2: Studynight ST Mathematics	EducaCie	20	EmergenCie : 1
2019-10-14 12:45	[CANCELLED] CREEC MOD05 ST	not set	1	not set
2019-10-14 12:45	CREEC MOD11	not set	5	not set
2019-10-14 12:45	Panel Discussion M4	not set	5	not set
2019-10-14 16:00	MoAD: Autumn Drink	TIPCie	0	EmergenCie : 1
2019-10-16 18:30	Scientific Poster Workshop	Association Board	29	EmergenCie : 1
2019-10-17 12:45	Lunch Lecture: Athom	Acquisition Committee	35	not set
2019-10-17 19:30	CreaTe Y2: Studynight IM Mathematics	EducaCie	15	EmergenCie : 1
2019-10-18 12:45	CREEC MOD01	not set	4	not set

2019-10-18 14:00	Bachelor Graduation Ceremony	not set	no activity	no activity
2019-10-18 16:00	FriAD	TIPCie	0	EmergenCie : 0
2019-10-21 16:00	MoAD: Just a normal drink edition	TIPCie	0	EmergenCie : 1 Guild Of Drafters : 2
2019-10-22 12:45	Chairman Training	Association Board	9	not set
2019-10-22 16:00	BeertACEting	Activity Committee Extraordinaire	9	not set
2019-10-23 12:30	Treasurer Training	Association Board	6	not set
2019-10-23 14:00	Open Board Meeting	Association Board	0	not set
2019-10-23 19:00	Proto & Chill	Association Board	15	not set
2019-10-24 12:45	CREEC MOD05 IM	not set	3	not set
2019-10-24 12:45	HABHAK	FishCie	no activity	no activity
2019-10-24 12:45	CREEC MOD05 ST	not set	7	not set
2019-10-24 19:30	CreaTe Y1 & Y2: Computer Science, Programming & IMP	EducaCie	30	EmergenCie : 1
2019-10-25 14:30	ST Hackaton Expo and Drink	not set	no activity	no activity

2019-10-25 21:00	OS Prom	not set	20	not set
2019-10-25 21:00	OS Prom +1s	Association Board	1	not set
2019-10-28 16:00	MoAD: Halloween Edition	TIPCie	0	EmergenCie : 1 Guild Of Drafters : 2
2019-10-30 20:00	ProtoNight: Tai Chi with Erik	SportCie	17	Protography : 1
2019-10-31 12:45	HABHAK	FishCie	6	not set
2019-10-31 19:30	The cACE of the mad scientist	Activity Committee Extraordinaire	21	EmergenCie : 1 Protography : 1 Activity Committee Extraordinaire : 5
2019-11-01 8:45	SNTping	not set	no activity	no activity
2019-11-04 16:00	MoAD: Pre End-Drink Drink	TIPCie	0	EmergenCie : 1 Guild Of Drafters : 2
2019-11-04 19:30	Open Studynight CreaTe & I-Tech	EducaCie	8	EmergenCie : 1
2019-11-05 14:00	CreaTe M1: We Create Identity - Final Expo	not set	0	Protography : 0 Guild Of Drafters : 2
2019-11-06 15:00	CreaTe M5: Interactive Media Project Exhibition	not set	0	Protography : 1

				Guild Of Drafters : 2
2019-11-06 18:30	Proto Night: Treat Yo Self!	Association Board	11	not set
2019-11-07 16:30	Mega Chill LAN party	pLAN	29	EmergenCie : 1 pLAN : 8 Protography : 0
2019-11-08 16:00	FriAD	TIPCie	0	EmergenCie : 1 Guild Of Drafters : 2
2019-11-11 9:00	Pajama day!	First Year Committee	no activity	no activity
2019-11-11 16:00	MoAD: Fishstick Drink	TIPCie	0	EmergenCie : 0 Guild Of Drafters : 2
2019-11-12 16:00	EEMCS Octoberfest	Association Board	32	not set
2019-11-13 12:45	Promotion Training	Association Board	6	not set
2019-11-13 19:30	Home-made Game Night	Association Board	4	not set
2019-11-18 12:45	Secretary Training	Association Board	11	not set
2019-11-18 16:00	Basic Bitch Drink	TIPCie	0	EmergenCie : 1 Guild Of Drafters : 2

2019-11-20 13:45	How to hold an Effective Job Interview ft. Eqib!	Acquisition Committee	10	not set
2019-11-20 19:00	Protonight: Improv Theatre Workshop!	Association Board	4	not set
2019-11-21 12:45	HABHAK	FishCie	11	not set
2019-11-21 19:30	To The Arcade Hall!	pLAN	11	pLAN : 6
2019-11-25 12:45	CREEC MOD02	not set	4	not set
2019-11-25 16:00	MoAD: Trioler Drink	TIPCie	0	EmergenCie : 1 Guild Of Drafters : 2
2019-11-25 19:30	EEMCS LaTeX Workshop	Association Board	7	not set
2019-11-26 11:00	Cleanup Borrelruimtes!	TIPCie	7	not set
2019-11-26 12:45	CREEC MOD06	not set	6	not set
2019-11-27 14:00	Open Board Meeting	Association Board	5	not set
2019-11-27 18:00	Thanksgiving Potluck Dinner	Culture Committee	17	EmergenCie : 1 Protography : 1 Culture Committee : 5
2019-11-28 22:00	Villains Party	DisCo	no activity	no activity

2019-11-29 11:00	Visit to Talententuin	Acquisition Committee	6	not set
2019-11-29 16:00	[CANCELLED] SBZ Special Beer Tasting	not set	no activity	no activity
2019-12-02 16:00	MoAD: Sinterklaas	Association Board	5	EmergenCie : 1 Guild Of Drafters : 2
2019-12-03 12:45	GMM 35: Honorary Membership of Jonathan Juursema	Association Board	12	not set
2019-12-04 16:00	Minor Market	EducaCie	40	not set
2019-12-04 19:30	Honourary Member Ceremony	Association Board	no activity	no activity
2019-12-06 16:00	FriAD	TIPCie	0	EmergenCie : 1 Guild Of Drafters : 2
2019-12-09 16:00	Tokkie Drink	First Year Committee	0	EmergenCie : 1 Protography : 0 Guild Of Drafters : 2
2019-12-10 12:45	Societies Forum	Association Board	12	not set
2019-12-10 19:00	Jumping at the Krazy Kangaroo	SportCie	18	not set
2019-12-11 15:30	Let's Decorate The Christmas Tree	Culture Committee	11	Culture Committee : 3 Protography : 1

				EmergenCie : 1
2019-12-11 19:30	ProtoNight: Make your own bird food!	Association Board	2	not set
2019-12-11 19:30	CreaTe Y1 & Y2: Studynight Sound&Circuits and Programming	EducaCie	19	EmergenCie : 1
2019-12-12 19:00	[MOVED] Company Diner	Acquisition Committee	0	not set
2019-12-14 10:30	Weihnachtsmarkt Münster	ENTROPcY	no activity	no activity
2019-12-16 16:00	MoAD: Sweet 16 Drink + ProtoTrip theme/location announcement	TIPCie	0	EmergenCie : 1 Guild Of Drafters : 2
2019-12-17 19:30	CreaTe Y2: Studynight Statistics	EducaCie	9	EmergenCie : 0
2019-12-18 14:00	Open Board Meeting	Association Board	7	not set
2019-12-18 19:00	ProtoNight: Dungeons and Dragons!	Association Board	15	EmergenCie : 1
2019-12-19 12:45	HABHAK	FishCie	8	not set
2019-12-19 19:00	Handheld gaming night	pLAN	18	EmergenCie : 1 Protography : 0 pLAN : 6
2020-01-06 16:00	New Year's Drink!	TIPCie	0	Guild Of Drafters : 3

2020-01-07 12:00	Fill in the half-yearly survey	Association Board	no activity	no activity
2020-01-07 12:45	CREEC MOD06	not set	2	not set
2020-01-08 12:45	Foundation ICE Constitution Lunch	Foundation ICE	no activity	no activity
2020-01-08 19:30	ProtoNight: Proto & Chill 2.0	Association Board	5	not set
2020-01-10 18:00	Indoor Camping Weekend	Activity Committee Extraordinaire	17	EmergenCie : 1 Protography : 1 Activity Committee Extraordinaire : 5 Videography : 0
2020-01-13 16:00	Good Idea Drink	TIPCie	0	EmergenCie : 1 Guild Of Drafters : 3
2020-01-14 12:45	Mental Health Lunchlecture	Association Board	54	not set
2020-01-14 17:45	Workshop: The Art of negotiating	Association Board	3	not set
2020-01-14 18:00	Open Mic Night	TIPCie	0	EmergenCie : 1 TIPCie : 1 Guild Of Drafters : 2
2020-01-15 12:45	CREEC Graduation Project	not set	1	not set

2020-01-15 13:45	[Postponed] How to deal with Overchoice ft. Procam	Acquisition Committee	12	not set
2020-01-15 19:00	ProtoNight: Let out your Inner Child	Association Board	1	not set
2020-01-16 12:45	CREEC MOD02	not set	1	not set
2020-01-16 12:45	HABHAK	FishCie	4	not set
2020-01-16 19:30	CreaTe Y1: Sounds & Circuits	EducaCie	15	EmergenCie : 1
2020-01-17 16:00	Friday Afternoon Drink	TIPCie	0	EmergenCie : 1 Guild Of Drafters : 2
2020-01-20 16:00	MoAD: Cowboy Edition	TIPCie	0	EmergenCie : 1 Guild Of Drafters : 2
2020-01-20 19:30	Studynight Y2 Programming	EducaCie	27	not set
2020-01-22 19:00	ProtoNight: Just A Regular Night	Association Board	2	not set
2020-01-23 14:00	I-Tech-X: Storytelling final presentations	not set	no activity	no activity
2020-01-24 10:00	Alice&Eve 2020 Symposium	not set	no activity	no activity