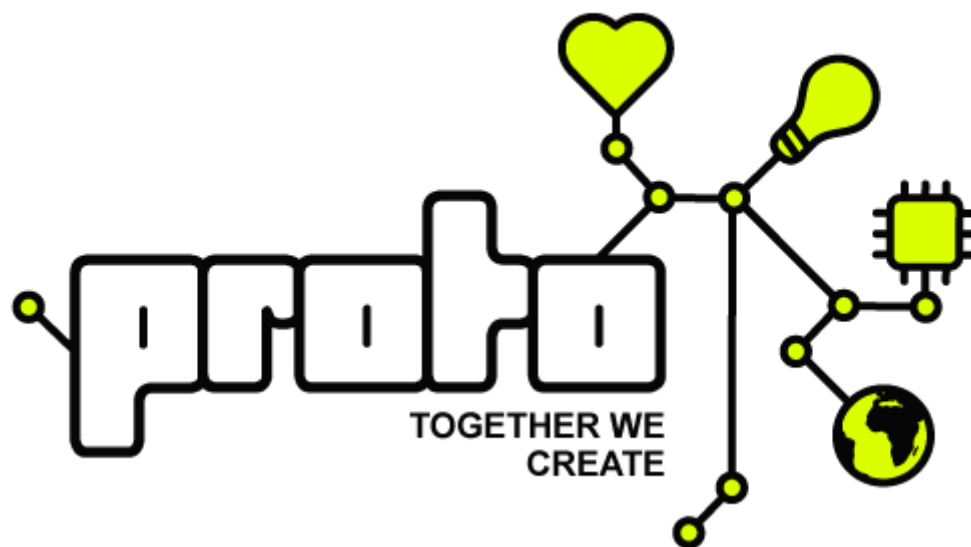# Study Association Proto
Policy Plan 2018 – 2019

Written by the eighth Candidate Board of S.A. Proto

Peter van der Burgt, Chairman
Emiel Steegh, Secretary
Maxim de Leeuw, Treasurer
Philippe Tuinman, Officer of Internal Affairs
Jeroen Ritmeester, Officer of External Affairs
Daniela van Meggelen, Officer of Educational Affairs

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1. Introduction

Our study association will already celebrate its eighth birthday next year. This also concludes seven years of steady growing for our lovely association. As of now Proto has about 600 members, of which approximately 100 members are active. These people are
5   doing their part in shaping Proto into an association filled with amazing activities and keeping things going in Proto itself. For instance, thanks to these people, we had our second study trip, but also a first edition of a (hopefully) recurring ProtoTrip.

We are welcoming the master students from Interaction Technology to our association, as
10 this is the first year that Proto will have a Master program. Even though our association keeps on growing and expanding, we want to keep the cosy, family-like feeling in Proto. This will be a challenge, but it is something worth working hard for.

In the following pages of this document, we have described our plans more in detail.
15 If you have any remarks or questions after reading this document, we are happy to answer them at candidateboard@proto.utwente.nl, or you can come to us personally.

We are looking forward to this year, as Proto will grow more and more, and hope that you will enjoy the year as much as we will!
20

Yours sincerely,

Peter van der Burgt
Emiel Steegh
25 Maxim de Leeuw
Philippe Tuinman
Jeroen Ritmeester
Daniela van Meggelen

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2. Board Members

130   Peter van der Burgt

My name is Peter. I am 20 years old and as of writing this, a second year Creative Technology student. I live in Enschede, but I was born and raised in the small town of Twello, just over the IJssel. So, you could say it was quite the change for me to

135   live in the city of Enschede. I am enjoying the student life to the fullest as I am trying to do as much fun stuff as I can besides my study. When I rolled into the student life during my Kick-In, I really enjoyed myself around the awesome social nerds that make up Proto. I joined quite a few committees in my first year,

140   using them to hone my skills on a different level than my study does. To accomplish this, I became a member of the Acquisition committee where I learned a lot about putting myself out there and representing Proto. This is where my first interest of becoming a board member came from. I would like to build further on the base that we laid down with the TIPCie and Guild of Drafters. Besides that, I look forward to having a wonderful and fun

145   year, and to make as many good memories for everyone in our association.

Emiel Steegh

My name is Emiel Steegh. I am currently 20 years old and reside in Enschede, although I was born in Limburg, a hamlet called Schandelo in the general vicinity of Venlo. While writing this introduction I am a second year CreaTe student on my way to complete the eighth module. I have a passion for design, programming, photography and geeky things in general. I started getting more active with Proto halfway through my first year of CreaTe and stuck to it, helping in more committees in my second

155   year and my love for Proto snowballed from there. I am currently chairman of the photography, handyman and the symposium committee. I have really enjoyed this and learned a lot from my role in these committees, but I have a bigger passion for writing and supporting. I believe that experiences gained from being active as such this year and my firmness will help me help Peter. I really look forward to being the first point of contact and

160   keeping up with other parties. I'm expecting challenges along the way but I'm mostly here to give back to our great study association and learn as much as possible, so I look forward to improving!

Maxim de Leeuw

165 My name is Maxim de Leeuw. I am 21 years old, and I live in Hengelo. I was born and raised in Borne, which is approximately 15 minutes from Enschede. During the first module, I was not active at all. I was purely focused on passing the first module. However, during the second module I found out how cool and
170 nice everyone around Proto was. I started hanging out more, made a lot of friends and met lots of people. Naturally, I got more active and got into a few committees, the biggest of which was the Kick-In committee of CreaTe. Slightly after, I became a ProtOpener resulting in me spending even more time in Proto.
175 The two years flew by, and here we are. I am a very active and social person, and I like to talk with all the members, so initially I thought that I wanted to be Officer of Internal Affairs. However, during the year, my preferred position within the board shifted to the Treasurer position. I had also taken the position of treasurer at my work's staff association. I really liked that, but also knew that I could learn a
180 lot from it. Some people think that the treasurer position is a rather unpopular position, and I would like to try and change that. I am hoping to improve myself a lot this year, both as treasurer as well as a general board member, and have it be a memorable moment of my life with a lot of fun and good moments.

Philippe Tuinman

My name is Philippe, but I've also been nicknamed Flip. I am 22 years old and will be the oldest, but most certainly, not the wisest of the bunch… But I am very excited to work together with all the others for the coming year! I have been walking around this university for 3 years now. I was born from a Dutch dude and a French femme, and as such enjoy some wine from time to time, but also love a good tosti! Before coming to CreaTe I've worked as a cashier at the GroenRijk (a gardening store) in my hometown of Dronten. In the summer of 2015 I worked at Disneyland Paris for 3 months as a hotel receptionist at hotel Santa Fe. All this work experience made me realise how much I like to
195 help and be of service to people. Afterwards I joined the Kick-In and had a great time! From then everything went by pretty fast. I've been a student for a day mentor and to this day keep helping at every open day. I've also been a Kick-In parent twice already! My first committee was the Camp Committee and everything, considering my study progress, went downhill from there. I joined a lot of committees from then on and got very active around Proto, and
200 honestly loved it! The people are a bit crazy most of the time, but all very sweet! Hopefully I will be able to add to this feeling next year as Officer of Internal Affairs and get more and more people joined and active in this lovely community!

Jeroen Ritmeester

205 I'm Jeroen Ritmeester, currently 20 years old. I come from Zoetermeer and decided in a relatively short amount of time after my high school exams that I wanted to study Creative Technology on the UT. I started my student life very safely and focussed mostly on getting familiar in this new place and finding

210 my way around Enschede. Having been part of several committees in my first year really helped me a lot settling down. This way I also got to know a lot of Proto members. I was quickly inspired to help the study and the association in various ways. Skipping ahead, when I was looking for ways to fill my minor

215 space, I realised a board year was something that checked a lot of boxes for me: getting to know more people, allowing myself to do something for others, gaining professional experience, but also helping the association like I wanted to. I hope to be able to use my prior experience in the field of external communication for the good of Proto and all of its members, from first years to alumni and

220 everyone else. My goal is to aid Proto in doing what it is good at: being a fun and inspiring place for everyone. I hope to achieve this by providing Proto with connections and the financial means necessary, and maintaining what has been done in the past to help Proto be just that.

Daniela van Meggelen

Hello! My name is Daniela van Meggelen, I am 19 years old and I am a second-year Creative Technology student. I was born and raised in Rijssen, a town in the middle of nowhere. As there was not really a lot to do there, I could not wait to start studying, to live somewhere else, and to meet new people! Besides studying, I thought it was fun and informative to have an active student life as well. I became active in a couple of committees, of which the SportCie is my very first committee. I also helped organising the EEMCS-Party, Electroshock, which was a great success! In my second year, I joined more committees and became a member of a student association. Being this active and

235 practically living in Proto made me realize that I wanted to do something more, and thus my interest in becoming a future board member had been sparked. As the Officer of Educational Affairs, I aspire to help students solve problems regarding the study and also improve it for them. My main goal this year is to let the newly acquired Interaction Technology students feel welcome in Proto and ensure a smooth handling of the master. A

240 Master committee will be set up to help master students feel connected to Proto and to each other, as well as an evaluation committee to evaluate on the master. I hope that we will be able to make a lot of people enthusiastic about Proto and that people feel comfortable around us!

245   ## 3. Board Task Division

3.1 Division of Functions and Vice Functions

Name	Function(s)	Vice Function(s)
Peter van der Burgt	Chairman	Officer of External Affairs
Emiel Steegh	Secretary	Treasurer
Maxim de Leeuw	Treasurer	Secretary
Philippe Tuinman	Officer of Internal Affairs	Officer of Educational Affairs
Jeroen Ritmeester	Officer of External Affairs	Chairman
Daniela van Meggelen	Officer of Educational Affairs	Officer of Internal Affairs

3.2 Committee Responsibles

Peter van der Burgt	Emiel Steegh	Maxim de Leeuw	Philippe Tuinman	Jeroen Ritmeester	Daniela van Meggelen
Alumni*	DIYCie	BonCie	Activity Committee Extraordinaire	Acquisition Committee	Dies Committee
Entrop$_c$y	Handyman Committee	Camp Committee	Culture Committee	Magazine Committee	EEMCS Party
Gala Committee	Have You Tried Turning It Off And On Again Committee	EmergenCie	First Year Committee	Foundation ICE*	EEMCS Trip
Guild of Drafters	ProtOpeners	FishCie	Kick-In Committee CreaTe	Symposium Committee	EducaCie
TIPCie	Protography	OmNomCom	ProtoTrip	pLAN	GraphiCie
		P.S.C. Lee Ho	Master Committee		SportCie

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

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4. Action Plan

4.1 Protopolis Policy

Protopolis is the association room of S.A. Proto. It is a place to have a chat with other members and have a rest from your studying. It is possible to work there, but primarily
255 Protopolis is meant to connect with people and have a talk.

4.1.1 Opening Hours

See static policy plan.

4.1.2 Cleaning

Besides regularly keeping Protopolis clean, we would like to have a big clean-up at least
260 once every module. Furthermore, we would like to motivate members to help keep Protopolis clean. This will be done in several ways, by rewarding the '*House Elf*' achievement more, by reminding members to clean up their stuff, and by using other creative methods we will come up with during the year. We strive to thank members personally, specifically when they are seen cleaning or have been noticed to do so a lot,
265 because this will often go a long way.

4.1.3 Keys

See static policy plan.

4.1.4 Mugs

See static policy plan.

270 ### 4.1.5 Alcohol in Protopolis

For drinking beverages containing alcohol in Protopolis, we will follow the regulations that are set by the University for activities. According to this policy, you can drink alcohol after 15:30.

4.2 Activity Policy

275 ### 4.2.1 Committee Function Introduction

Like last year, a committee function introduction for the role of "Promotion" will be given as well.

4.2.2 Committee Size

See static policy plan.

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4.2.3 Committee Communication

It is the board responsible task to ensure that outgoing communication to another committee will be handled smoothly. A committee member will be appointed to be the point of contact with another committee if they wish to collaborate. If possible a member of one committee can join a meeting of the other to improve the inter-committee communication.

4.2.4 Activity Distribution

See static policy plan and the year planning in Appendix A.

4.2.5 ProtoDay

The event that will be held on ProtoDay will be announced the Monday of that same week. As the announcement is on a relatively short notice, it is important that the promotion channels are quick and effective. Therefore, it can be advertised by word of mouth, a short post on the Proto Facebook page and a short announcement in the weekly newsletter.

4.2.6 Event Promotion

See static policy plan.

4.2.7 Spotlight on Committees

Like last year the spotlight on committees will be kept. Some committees expressed they felt there was a lack of "personal" questions, catered to that committee specifically. This will be done where possible next year. The spotlight schedule will be based around the concept year planning. That way, committees that need a boost in promotion around their big activity will get some extra attention.

4.3 Member Policy

4.3.1 Board Accessibility

Having a chat with the students working in SmartXP should already be a good start. Another means of communication will be the weekly newsletter, writing a small story every week. The board's findings or achievements of the past week could be highlighted, as well as the members' achievements, giving members more insights on the work of the association. One final thing that will be added to the weekly newsletter, to spark casual conversations and entertainment, will be a "Dilemmarama"[1].

4.3.2 Active Members

These members should be thanked on a regular basis. Not only at the activities they organize, but also when their effort is noticed outside of their committee-work. For the members that are deemed showing extraordinary effort towards the well-being of Proto and/or CreaTe, a special thank you will be (re)introduced inspired by Board 6.0's "OK-Trofee" (OK-Trophy). This token of thanks will be custom made by the Board.

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[1] A Dilemmarama is known as "Dilemma op Dinsdag" in Dutch. It is the act of someone having to vote between two, sometimes strange, choices. For example: Losing one's leg VS Losing one's arm. See their Facebook page for more examples.

4.3.3 International Students

Last year, Proto promoted the Buddy-program to its members. This promotion was upheld again this year by mentioning it during the Kick-In, to help connect new international students with Dutch students. Looking at the participants list of previous activities, it is clear that not a lot of international students join the activities. They might not be interested in activities, since they want to focus on their studies, or they might be hesitant to join. A way to explore this problem, is by speaking to these students and to invite them to activities, but also ask them the possible reason for not joining activities. It might just be that they do not know that there are activities that could be of their interest.

4.3.4 Master Students

The master program Interaction Technology, which was previously known as Human Media Interaction (HMI) but has gone through various changes. Being a part of Proto now we want to involve these students as well. A Facebook group including all of the Interaction Technology (I-Tech) students will be created. We will do this to give the master-students a platform to communicate with each other, but also to promote activities from Proto that might be of interest to them. From there on they are free to move to another platform if they wish. From discussions with several staff members and other master students, it became apparent that master students are looking towards their future and what would be interesting to them in that regard. That is why the master committee will be constructed and will organise these kinds of activities (see 5.24). Finally, there will be a possibility for evaluation (see 4.4.5) for master students similar to the CREEC.

4.3.5 ProtOpeners

See static policy plan.

4.3.6 Alumni

The alumni committee is officially connected to Creative Technology and not Proto. This results in a more diverse group of people that comes back for activities. There are plans to have alumni come back and tell something about what they are doing with their lives after CreaTe. This is both to keep in contact with old friends as well as to connect more with Creative Technology students. For Interaction Technology alumni there will be an option provided during this year, but this needs further detailing.

4.4 Educational Policy

The most important change in the educational field for Proto is the new master that will be added to our association: Interaction Technology. Furthermore, the online learning environment has been changed from Blackboard to Canvas. This might cause some problems in the future, so we will keep an eye on this situation.

4.4.1 Informing the Students

The Officer of Educational Affairs will visit lectures half way through the first module and give a small presentation about what they can do for the students and what they can do with problems and their feedback. This will be done for both the bachelor and master students. The General Creative Technology Flowchart is out of date, it will be updated. The flowchart and where it can be found will be mentioned in the presentation as well. An overview on the DokuWiki will be made on the contents of the study. An overview of possible projects, internship and PhD places for bachelor and master students will be put on the website. The quarterly module evaluations will be continued, collecting feedback and sending it, together with an improvement plan to both students and teachers.

4.4.2 Educational Mail

At the beginning of every module, in the third or fourth week, an email will be sent with a schedule containing all study nights of the upcoming module, and a reminder on where to find practice materials, that students can also send their summaries to the Officer of Educational Affairs. At the end of each module a summary of the given feedback will be sent to both students and teachers, like last year. This will hopefully result in getting more feedback from students and improved modules in the next academic year. Furthermore, a reminder will be sent to students to enrol for the next module and buy books. Students can also send anonymous emails to the EducaCie via the Proto website if they have problems, which will hopefully result in more feedback from students.

4.4.3 Practice Material Database

This database can be found on the DokuWiki (see 4.7.3). It contains practice tests, summaries, and evaluations. It is updated by the Officer of Educational Affairs. Before each exam week, an email will be sent to all students reminding them about the database and asking for their input in keeping the database up to date.

4.4.4 Book Sale

The study associations of the UT are currently bound to a contract with StudyStore. The contract will expire next year, so the associations are looking at the available options.

4.4.5 Educational Panels

Just like we have for Creative Technology, it is wise to evaluate the contents of Interaction Technology critically and to provide feedback. Together with the programme director, we hope to construct an independent evaluation committee for this master. It will be set up like the CREEC, which is connected to the study and not ProtoThe evaluation method has yet to be specified. This way, every student can go to these meetings, not only Proto members.

385 ### 4.4.6 Education Committee

As we have another study among our association starting this year, it has been decided to divide the EducaCie in two. The first part will consist of first and second year students of Creative Technology. The second part consists of third year Creative Technology students and Interaction Technology students. This has been done to avoid long meetings but still

390 have enough time to address problems in each part of the study. First and second year students are more connected to the bachelor, while third year students are looking ahead at a master study and might therefore feel more connected to the Interaction Technology students. This division will result in the EducaCie having two meetings a week instead of one. To avoid only previous Creative Technology students to participate in the evaluation of

395 their master, a separate evaluation committee will be set up (see 4.4.5) as well.

The EducaCie will continuously discuss questions and problems occurring in both the bachelor and master study, and they will try to find solutions for said problems. The committee poster that was made last year will be updated so students know who to go to for information, and teachers will be notified of the committee and asked to promote it during

400 lectures. Furthermore, the committee will organize study nights in consultation with the teacher of the course in question based on student requests or experience from previous years. A schedule for this will be made at the beginning of the module (see 4.4.7).

4.4.7 Study Nights

A lot of people were happy with the amount of study nights organised in the past year, which

405 is why they will be organised that way again this year. Study nights will be planned in advance per course, if needed, by referencing the previous years, using exam dates as an indication. The study nights will not only be promoted via social media and by visiting the lectures, but also by sending an educational mail each module with an overview of upcoming study nights and by making an overview poster for the upcoming module. It is desired to

410 have this poster finished in the fifth week of the module. There will also be an open study night the week before the resits. It is desired to have at least one student assistant present per study night. This will be done in consultation with the teacher. An overview for internal use will be made in which you can see how many people signed up for the study night and how many people actually went. This might be useful for future years in order to know how

415 many people will go to such study nights on average.

4.4.8 Master Market

The University set up a university-wide master market last year, called the "Master of Impact Weeks". What Proto could add to this master market is organise some talks by current master students with CreaTe roots in the form of a lunch lecture. That way a CreaTe student

420 might be able to relate to that specific master in a better way.

4.5 External Policy

4.5.1 External Support

See static policy plan.

425 #### 4.5.1.1 Financial Sponsorship

Originally, €4000 would be required in order to support Proto. However, in order to increase the liquidity of the association an additional €2000 is added to make a total of €6000, which is also the final target. This is already incorporated in this year's budget plan.

4.5.1.2 Creative Sponsorship

430 Creative sponsorship can act as an alternative in case any given company is unwilling to support Proto financially. If somehow a creative sponsorship is more valuable to the association than monetary support (in terms of uniqueness, for example), this will be pursued, if the financial sponsorship is on schedule.

4.5.1.3 Lunch Lectures

435 Last year there were no lunch lectures. This year, lunch lectures will be brought back to allow everyone to enjoy these unique opportunities. However, there will be no predetermined/minimal amount of lunch lectures since the popularity and feasibility of them is unsure. For each lunch lecture the expected gross revenue is €350 (subject to change in revision of prices), of which €200 will be spent on lunch. The lunch lectures' revenue will be
440 considered a bonus to contribute to the financial sponsoring target mentioned 4.5.1.1.

4.5.2 Member Discount

Member Card discount has been introduced a while back now, but the applications are fairly limited. Although not a high priority, when an opportunity arises for an additional form of discount, this will be looked into.

445 ### 4.5.3 Acquisition Committee

As more people than usual are leaving the committee, new members will have to be introduced. To select new members, students that are interested on the committee market will each be invited for a personal application interview. Applicants will be invited to join the committee based on this interview and the required amount of people to make the
450 acquisition committee function properly. The members will be actively brought up to speed through an afternoon of practice calls (Dutch: "belmiddag"), which may be repeated throughout the year in group form. New members will go with a more experienced member on their first company visit (like a buddy system) to learn the ropes. Afterwards, it is up to themselves to request someone accompanying them, especially the second time they visit a
455 company. Finally, within the committee, at the start of the year, the possibility of assigned tasks will be discussed. For example, someone can be assigned to focus mostly on discounts, someone else on sponsorship, et cetera.

4.5.4 External Financial Policy

460 The price of the sponsoring packages that Proto offers to external relations will be revised to see the feasibility of increase and the subsequent degree of increase. In the event that the price(s) do get increased, this price will only be applied to newly acquired contracts. Current partners of Proto that renew their contract with us will be allowed to maintain the old prices. The purpose of this change is increased liquidity, thereby creating increased financial stability.

465 ### 4.5.5 External Publicity Policy

The ties with sister associations of Proto should be properly maintained. As of the start of the college year, associations Link and Watt as existing sister associations and Helix (Utrecht) and Cognac (Nijmegen) as new contacts have a particular focus. This year we will also attempt at organising/attending networking drinks and events to connect more actively with
470 organisations/companies of interest. The specifics of these drinks are to be worked out in more detail.

4.6 Financial Policy

4.6.1 The Direct Withdrawal Limit
See static policy plan.

475 ### 4.6.2 Saving for Lustrum Year
See static policy plan.

4.6.3 Usage of Surplus Sponsorship
See static policy plan.

4.6.4 Bookkeeping
480 See static policy plan.

4.6.5 Committee Budget Plans

Some of the bigger committees, like the HYTTIOAOAc and the OmNomCom, have sent in a small budget plan for next year in order to receive a bit more money. This money will be used to replace items if they break. A complete overview can be seen in the association
485 budget plan.

4.7 Other Things

4.7.1 Merchandise

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Because the previous board found out that members do not have a big desire for more merchandise, we will sell hoodies once this year. This will be done at the beginning of the second module, when first-years are a bit accustomed to their new environment. Other (smaller) types of merchandise like for example Proto socks and Proto shoelaces will be sold when the board thinks there is enough demand. This will be gauged through the semi-annual survey, but also by asking people in Protopolis and the SmartXP if they would be interested

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in buying such a product.

4.7.2 Foundation ICE

The current board of Foundation ICE is already looking for a new board that will organise the next study trip. There will be little intervention needed for this from the association. Frequent check-ups with the board of the foundation will be planned to keep track of the progress of

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the organisation.

4.7.3 DokuWiki

All contents of the wiki page on the Proto website, together with some other static information on the website, have been moved to the DokuWiki. On this page, general information about the study association can be found, as well as some requests pages,

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educational information, and all GMM documents. This year we will focus on keeping the DokuWiki structured and updated and making it more known among students. Hopefully, this will lead to more input and therefore a better wiki. It can already easily be accessed via the Proto website, but will also be promoted through emails and announcements.

4.7.4 Staff Appreciation

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This year, we want to focus on appreciation of the people that put a lot of effort in the study and the association. This includes teachers, cleaning staff, and other very important and loved people. We want to show them that we appreciate them in various ways, ranging from, thanking them personally to giving them gifts, similar to the gift mentioned in 4.3.2, as a token of appreciation.

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4.7.5 Food Policy

There has been a lot of confusion about the policy of financing food at activities. Due to monetary limitations, it is not possible to compensate for everyone. We have chosen to focus only on EROs, as they are essential at certain activities and they concern safety of others. When they are not able to get dinner before or after a certain activity (when it covers at least

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17:00 - 19:00), they will get a maximum amount of €5, - for getting dinner at the activity. This will be subtracted from the total amount one has to pay for dinner. If they then still have to pay something for dinner, it will be put on their Proto account. Committees will be strongly advised to budget an amount for the food of people that help with their activities (drafters, photographers).

525

5. Committees

5.1 Forming Committees

See static policy plan.

5.2 Acquisition Committee

530   See 4.5.3.

5.3 Activity Committee Extraordinaire

Some members mentioned that the Activity Committee Extraordinaire is not fulfilling its intended functionality to its fullest anymore. This is partially due to the fact that last year, the organization of a big building activity (building a handheld gaming device) has been handed

535   over to the DIYCie, freeing the ACE's hands, since this took a lot of their time. Also, the fact that for a couple of years, some of the same (simpler) activities have been organized by the ACE. The organization of some of these activities could be handed over to other committees so that the ACE can focus on organizing new and bigger activities. New members have been added to the committee and an extensive brainstorm will be held to think of big activities to

540   organize the coming year. One activity, the AmACEing Race, was already planned last year, but delayed and will be held this year.

5.4 BonCie

The BonCie will try to make Proto even greener by buying plants to be placed in our lovely association room as well as take care of our beloved green fauna. Next to that, it is possible

545   to buy plants from the BonCie to take home. For the last couple of months, the BonCie has sold these plants and costs went via the OmNomCom. Next year, this will be the same, having new plants. It still needs to be discussed if pre-ordering will be used. The BonCie has also thought of organizing an event, this event will roll out over next year. A small teaser, the idea has something to do with DIY.

550   ## 5.5 Camp Committee

Like last year, the camp will be open for first year students, but older year students who want to come with will apply as activists for which they can send in their motivation. ERO's will be present again. Over the years, the event has seen a drastic increase in alcohol usage and as the first years have less and less experience with drinking, a new rule was "invented".

555   The Camp Committee will prohibit attendees to bring any alcohol to the camp. This will drastically decrease the alcohol usage. Alcohol brought to the camp will be given back at the end of the camp upon attendees handing it in at the start. Failing to hand it in and getting caught with the alcohol means that the alcohol will be taken and not given back.

5.6 Culture Committee

560   It would be nice to see some collaborations between committees again the coming year, since those went well last year! Mostly to bring different types of people together. All of the committee-members have left the committee. However, it would be great to see an activity

early on in the year, especially to boost integration of all the different cultures and nationalities. Unfortunately, the Culture Committee has been a bit of a separate
565 entity the past few years, more integration into Proto as a whole would be desirable. This will be done by the aforementioned collaborations between other committees and more and better promotion of the activities, hopefully attracting a larger variety of Proto members.

5.7 Dies Committee

The eighth Dies will be organised this year. To make sure more people participate in the
570 activities, the committee will promote through a lot of different media. More importantly, the Dies will most likely be scheduled after the exam week, so people can pass their module and go to Dies Activities. Because it is not allowed to have activities that involve throwing food, drinks, and other materials that can cause a mess in the AbScInt and MBasement anymore, we will have to look at a different location for the Dies cantus.

575 ## 5.8 DIYCie

The project that has stuck for next year is a rather pricey project, in the €200-300 range, it will require a lot of sponsoring. The communication with the Officer of External Affairs and the acquisition committee has to be tight to prevent multiple people going after the same company or other undesirable situations. To do this, someone was appointed to keep the
580 other parties updated and discuss necessary topics with them. The next iteration of the DIYCie consists of only new members to enable the committee to live on while learning from previous workshops. Careful planning over the summer holiday before the academic year and in the first part of the year will ensure that the workshop to be held will run as smoothly as possible. Working prototypes will be made beforehand to write a solid, followable and
585 understandable manual and to showcase that the workshop is realistic both to sponsors and future participants. Since the event is not easy to organise, it will be discussed once more in the first meeting. The workshop itself will be hosted later in the academic year.

5.9 EducaCie

See 4.4.6.

590 ## 5.10 EEMCS Party

Last year, there was no EEMCS Party as there were several other EEMCS activities already, but the party committee of Inter-*Actief* will organise an EEMCS Party in the first module. It is not known yet if there will be another EEMCS Party later in the year.

5.11 EEMCS Trip

595 Together with Abacus, Inter-*Actief*, Atlantis, and Scintilla, the EEMCS-Trip is organized every year. In this committee are 10 members from the different associations: one board responsible and one member of each association. The EEMCS Trip takes place during Ascension weekend.

5.12 EmergenCie

600   See static policy plan.

5.13 Entrop$_c$y

Last year was the first year for the Entrop$_c$y, and during this year they helped with some activities that needed extra help. Besides this, they also held their own activities. For this year, they plan on continuing to do just like they did last year. They are already working on
605   an activity for the beginning of the year.

5.14 First Year Committee

Changing the committee members' role every module will be continued this year. The experimental mentality of last year will also be upkept and encouraged this year. This allows
610   the first-years to create fun and refreshing activities. An overview of the budget will also be kept in place by making well-structured budget-plans and a settlement once all the costs are made. Finally, an activity that will be organised by the committee instead of the ACE this year, which will be the lasergame activity. This activity will be organised early on in the year by the second-year responsible together with the board responsible.

615   ## 5.15 FishCie

See static policy plan.

5.16 Gala Committee

This year we will strive to plan ahead together with the other associations. This will cause the planning to go more smoothly when planning both the gala and pre-gala events.

620   ## 5.17 GraphiCie

Last year, some members of the GraphiCie got additional roles in the committee to handle design requests more efficiently and to ensure quality. A logistics person was introduced, who would distribute the design requests among committee members and keep track of their progress. A poster control person was added, who would check if posters were made
625   according to the GraphiCie guidelines. This worked really well, and the committee became more efficient. This system will be continued with a few small changes. The chairman and logistics person will be merged into one function, the chairman. This is because the logistics person handled almost everything concerning the GraphiCie, including the contact with committee members, something a chairman should also do. Designs will be assigned slightly
630   differently as well, to ensure designers work on a design they like or a topic they know something about. This will hopefully increase design quality, and result in more motivation for the committee members to perform well. Each GraphiCie member receives the design request emails. If one reads about a request they really like, they can contact the chairman about this directly within a day after receiving the email. The chairman will assign the design
635   to them. If the chairman does not get such messages, they will pick a committee member to do the design according to a sheet that keeps track of how many designs each member has made. If there is more than one person that wants to to the design, the logistics person should look at the amount of designs a member has made already and decide based on that. The introduction period for new committee members, where they have to make three

640   test poster designs, will remain with every new member having to make
at least two out of three posters during this period. This period will be overseen by the chairman, poster control person, and board responsible. The design request page has been moved to the DokuWiki, with a form so you do not forget to fill in anything.

5.18 Guild of Drafters

645   The Guild of Drafters now exists about a year, and besides that it went well with this new committee, there were some things to be adjusted. As such, the communication between the Guild of Drafters and the TIPCie will be improved to minimize any problems with not having enough drafters, by having fixed moments for communication. Furthermore, there will be a new introduction process to drafting. There is a new alcohol policy set by the university, that

650   need to be upheld.

5.19 Handyman Committee

To prevent inactivity in the Handyman committee, meetings will be held weekly to keep pressure on. The Handyman committee will become much more transparent about their activities by utilising their page on the DokuWiki to list the accepted, rejected, and in-

655   progress ideas (with pictures). This will put pressure on members to start and finish projects because requestees and other interested parties can see what the handyman is doing. Additionally, one to two build-nights will be hosted per module to get the committee together and have a fun night where the members can work/advise on projects and help each other out. Ideally on such a night access to a laser cutter would be granted. A hick-up during this

660   year was often that there was no budget to work with, this year the committee will have a budget of €50,-. The plan for next year is to keep going with the older years that want to stay with their valuable skills, and to attract some first-years. If the number of interested members is too large, leading to more than seven committee members total, a selection will have to be made based on a short motivation they will then be asked to submit.

665 ## 5.20 Have You Tried Turning It Off And On Again Committee

The committee will actively look for new members especially if they have experience with web development and/or system administration since a few of the more experienced members will finish studying this academic year. The main goal next year will be future proofing their systems, and less so on creating new functionalities, because it is unknown

670   when a new dedicated SysAdmin will join the committee. As part of future-proofing and in order to be more cost efficient the HYTTIOAOAc will gradually off-load part of the hardware and software to SNT. Funds initially reserved for hardware replacement will be repurposed for this. OmNomCom and ProTube will remain their own hardware.
A decision will most likely be made on whether to off load committees hosting with them to

675   another

5.21 Kick-In Committee CreaTe

KICC for short. The KICC will keep other committees involved in organising activities during the Kick-In, this will also be done next year. They will also keep working on providing early information (what should students do before joining Creative Technology and coming to

680   Enschede) where possible.

5.22 Lustrum Committee

See static policy plan.

5.23 Magazine Committee

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The magazine committee, or Proto.Ink, has stagnated in activity due to the lack of new members. Because finding new members has proven difficult for the committee and there are not many members currently, the possibility of discontinuation exists. Members will be recruited in the normal channels, making use of the committee markets. If insufficient members can be found, the members of the committee will brainstorm for any ideas that might help in finding enough members. If this is unsuccessful, the committee will be suspended or terminated altogether, depending on what is the best decision at that point. In this decision the demand and view count of the articles play the main role. Assuming the committee is not discontinued, there will be a posting schedule to ensure a frequent output of articles and keeping its activity known among those who are interested in the magazine.

5.24 Master Committee

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Because the master of Interaction Technology is now a part of Proto, a committee will be set up where master students will organise more career-focused activities. These can for example be network drinks, trips to companies, and PhD interest evenings. It is possible that this committee will consult the Acquisition committee for companies, or collaborate on a contact. If there is enough demand, the committee will also organise casual activities for all Interaction Technology students, to create a stronger bond between them. Before the committee market will be held, people of whom we know that might have an interest, will be asked personally if they would like to join this committee. At the committee market, other members can be gathered to join them.

5.25 OmNomCom

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As a lot of the current OmNomCom committee members are leaving the committee, new members will be joining the committee. This can be older years, who have some experience with being in a committee, but also first years who can be in the committee for a longer time.

5.26 P.S.C. Lee Ho!

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Last year, Lee Ho had some issues in the budget due to problems with the boats. It seemed like the committee was going to run into a lot of loss. Luckily, this was solved as the person renting out the boats gave us the money to rent the boats again compensating for the problems with the boats. Also, as the sailing camp is still attended by a lot of people, the sailing camp will happen again next year. One thing that will be looked into is that people might be joining easier if the price of the sailing camp is less.

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5.27 pLAN

The re-establishing of the gaming committee was a great success, the committee was very active. Next year there will be event scripts (Dutch: "draaiboek") to organise the recurring events (like LAN parties) with more structure to allow pLAN to grow more efficiently.

Furthermore, the committee would like to organise more events, like
720 going to a game/computer museum or an indie developer company. A part of the budget will be put aside to reserve for the depreciation or replacement of consoles, games and/or controllers.

5.28 Protography

The Videography will remain a subdivision of the Protography committee, but they will mainly
725 exist to create short after-videos per event if it is requested or if a member wants to. The committee will be at the committee market to find new enthusiastic members. An evening will be hosted to test the new members' skill and help them get familiar with photography in the SmartXP and the drink rooms and give them some pointers/presets on and for lightroom. A foam model photography workshop will be hosted this year, it will be planned after the final
730 foam cutting workshop. The small budget the committee has will be put towards printing new photos for on the bottom of the door of the Protopolis. An effort will be made to feature photographers Proto event photos on the proto site banner (with the necessary consent involved). It would be fun to organise a photography trip in the first module with the committee (and other interested photography enthusiasts) but there has to be interest for
735 such an activity.

5.29 ProtOpeners

See static policy plan.

5.30 ProtoTrip

For the next edition of the ProtoTrip the committee will be given the freedom to organise
740 what they want. If they decide to come up with something new, they will ask amongst the Proto-members if there's even an interest for said new idea.

5.31 SportCie

745 The Bata (Batavierenrace) and StAf ("Studie Afdeling toernooi" in Dutch) responsible functions were really nice to have so they will stay. When making the stage division of the Bata, each team (night, morning, afternoon, finish) should contain at least one committee member to avoid unclarity. For the StAf, the chairman will be the backup responsible so communication with other parties will always go well. This includes players, other teams, the organizational committee, but also the supporters. Supporters will have the possibility to sign

750 up for a match at the Proto site, so they can all be contacted in case matches are cancelled or are played at different locations. A point system will be introduced for each event organised by the SportCie this year, called the "SportCieLympics", that tally up and will result in a single winner at the end of the year. This will hopefully increase the number of participants and make the activities more fun.

755 ### 5.32 Symposium Committee

The symposium is being organised as we speak and will be held on the third of October. There is a sufficient number of speakers and attending companies. During the committee market a new committee will be attempted to be established, who will be started up as soon as possible after the market because organising a symposium requires a lot of time and

760 effort. It will then be discussed if it will be hosted near the end of the academic year (as was the original plan last year) or if it will be hosted at the start of the academic year after. Members of the Symposium Committee of 2017-2018 will be of course allowed to stay on if desired. The planning of the symposium is important to be finished early on so as to make sure there is time for everything to be set up.

765 ### 5.33 TIPCie

The TIPCie is a relatively new committee with some small issues to be addressed.

As so, there will be a new function this year: a treasurer. This person will look into the financial status of the TIPCie, and will sit together with the treasurer of Proto once in a while, to check if everything is correct. Besides this, more attention will be paid on communication

770 to the Guild of Drafters.