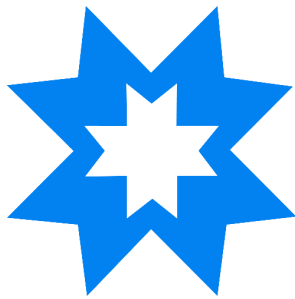


Strategic Plan

Association Year

2023 - 2024



**STUDY ASSOCIATION
POLIS**

Tilburg, 31st July 2023

Bas Sanders

Milou Jongbloed

Alexandra Sibiescu

Niek Loonen

Stanley Majewski

Maud van der Windt

Preface

Dear members and supporters of Study Association POLIS,

We are honored to address you as the board of 2023 - 2024. Since its founding on May 3rd, 1991, our association has been dedicated to representing Organization and Management Studies and Global Management of Social Issues students. We are honored to continue this mission in the upcoming year, focusing on the social, educational, and professional development of our members.

The strategic plan we present to you will serve as our guideline for the 2023 - 2024 association year. We have invested significant time and effort into creating this document, carefully evaluating the current state and past achievements of Study Association POLIS. Our aim is to infuse the association with fresh ideas and visions, amplifying its versatility as the second international board.

We are grateful to have been chosen as the next board, and we want to thank the board of 2022 - 2023 for giving us this opportunity. We appreciate their guidance and knowledge transfer, which has helped us understand the responsibilities of being a board.

We would also like to express our appreciation to all the past boards of Study Association POLIS. Their commitment to supporting student experiences and personal growth has contributed to the association's success. Moreover, we want to thank our members for their active involvement in creating the welcoming atmosphere that defines Study Association POLIS.

As we embark on this new chapter, we are confident in our ability to continue the legacy of Study Association POLIS. With your support, we will strive to exceed expectations and create an even more inclusive and fulfilling experience for all members.

On behalf of the board of 2023 - 2024,

Bas Sanders

Chairman of Study Association POLIS

Summary

By mentioning students of Organization and Management Studies, the board of 2023 - 2024 means bachelor students of Organization and Management Studies, bachelor students of Global Management of Social Issues, (pre)- master students of Organization and Management Studies, and (pre-)master students of Organizing for Global Social Challenges.

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

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

“De vereniging heeft ten doel:

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

This translates into:

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

“The association’s goal is:

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

The board of 2023 - 2024 formulated an appropriate vision based on the association's mission. The vision is as follows:

“Study Association POLIS is a platform that focuses on the development and enrichment of Organization and Management Studies students on study-, professional-, and socially-oriented practices. The association aims to contribute to the personal development and integration of Organization and Management Studies students by facilitating interaction between all layers of the association. Study Association POLIS seeks to enhance this process by stimulating involvement of Organization and Management Studies students within the association. The association strives to stimulate engagement between Organization and Management Studies students, between Organization and Management Studies students and Organization and Management Studies alumni, between Organization and Management Studies students and the business sector, and between Organization and Management Studies students and Tilburg University. In addition, Study Association POLIS strives to further advance the professionalization of the association. Furthermore, Study Association POLIS aims to stimulate the holistic development of Organization and Management Studies students.”

Foundation 1: Personal Professional Development

The first foundation the board of 2023 - 2024 intends to build on is Personal Professional Development. By mentioning Personal Professional Development, the board of 2023 - 2024 aims to assist Organization and Management Studies students in complementing their academic career by enriching their knowledge and developing their skills. Moreover, the board of 2023 - 2024 endeavors to prepare Organization and Management Studies students for the transition from their studies to their professional career. To accomplish this, the board of 2023 - 2024 aims to support Organization and Management Studies students in exploring potential educational and career opportunities within the field of Organization and Management Studies. The board of 2023 - 2024 divides Personal Professional Development into Educational Support, Career Orientation and Holistic Development.

Foundation 2: Social Development

The second foundation the board of 2023 - 2024 intends to build on is Social Development. By mentioning Social Development, the board of 2023 - 2024 aims to provide Organization and Management Studies students with the opportunity to stimulate networking, inclusivity and the development of interpersonal skills. Furthermore, the board of 2023 - 2024 seeks to

encourage the participation and involvement of Organization and Management Studies students within the association. The board of 2023 - 2024 divides Social Development into Inclusivity, Involvement and Personal Social Development.

Foundation 3: Professionalization of the Association

The third foundation the board of 2023 - 2024 intends to build on is the Professionalization of the Association. By mentioning Professionalization of the Association, the board of 2023 - 2024 aims to enhance external practices and build on the internal practices of the association. The board of 2023 - 2024 divides Professionalization of the Association into Process Improvement and Representation of the Association.

Table of contents

Preface	2
Summary	3
Table of contents	6
Introduction	8
1. Strategic Plan, Foundations and Key Points	9
1.1 Mission	9
1.2 Vision	10
1.3 Foundations and Key Points	10
1.3.1 Foundation 1: Personal Professional Development	11
Key Point 1: Educational Support	11
Key Point 2: Career Orientation	12
Key Point 3: Holistic Development	12
1.3.2 Foundation 2: Social Development	14
Key Point 1: Inclusivity	14
Key Point 2: Involvement	15
Key Point 3: Personal Social Development	15
1.3.3 Foundation 3: Professionalization of the Association	17
Key Point 1: Process Improvement	17
Key Point 2: Representation of the Association	17
2. Responsibilities and Tasks of the Board of 2023 - 2024	19
2.1 General Responsibilities and Tasks of the Board Members	19
2.2 Chairman	20
2.3 Vice Chairman	21
2.4 Secretary	21
2.5 Treasurer	22
2.6 Public Relations and External Affairs	23
2.7 Coordinator 1	23
2.8 Coordinator 2	24
2.9 Conclusion	25
3. Responsibilities and Tasks of Committees	26
3.1 General Responsibilities	26
3.2 Specific Responsibilities and Tasks of Committees.	26
3.2.1 Advisory Board	26
3.2.2 Battle Committee	27
3.2.3 Bylaws Advisory Group	27
3.2.4 Community Committee	27
3.2.5 Culture Committee	27
3.2.6 Event Committee	27
3.2.7 Exchange Committee	27
3.2.8 Excursion Committee	28

3.2.9 Financial Control Committee	28
3.2.10 Food Committee	28
3.2.11 Introduction Committee	28
3.2.12 Master Committee	28
3.2.13 Member Weekend Committee	28
3.2.14 Poster Pool	29
3.2.15 Profession Committee	29
3.2.16 Promotion Committee	29
3.2.17 Public Relations and External Affairs Committee	29
3.2.18 Sports Committee	29
3.2.19 Study Trip Committee	29
3.2.20 Theme Party Committee	30
3.2.21 TOP Committee	30
3.2.22 Volunteer Pool	30
3.2.23 Yearbook Committee	30
3.3 Conclusion	30
4. Additional board activities	31
4.1 Active Member Activities	31
4.2 After-Exam Social Events	31
4.3 Alumni Activity	31
4.4 Board Information Session	31
4.5 Committee Information Event	31
4.6 Circular Economy Event	31
4.7 Find-Your-Match-Event	31
4.8 Former Boards Activity	32
4.9 General Meeting	32
4.10 Get To Know The Association Day	32
4.11 (Pre-)Master Introduction Activity	32
4.12 Master-Related Workshop	32
4.13 Monthly Monday Meal	32
4.14 Opening Activity	33
4.15 OMS-Dinner	33
4.16 SPSS Workshop	33
4.17 Study Break Activities	33
4.18. Conclusion	33

Introduction

Hereby, the board of 2023 - 2024 presents the strategic plan of the association year, in which the mission of the association, the vision, the foundations and the key points of the board of 2023 - 2024 are described. This strategic plan also contains the tasks and responsibilities of the board of 2023 - 2024 and the different committees, and will provide guidance for the association year 2023 - 2024. By mentioning Organization and Management Studies students, the board of 2023 - 2024 means bachelor students of Organization and Management Studies, bachelor students of Global Management of Social Issues, (pre)- master students of Organization and Management Studies, and (pre)-master students Organizing for Global Social Challenges. The board of 2023 - 2024 will show full commitment and enthusiasm during the year in order to apply the key points of this strategic plan. By applying this, the board of 2023 - 2024 intends to let Study Association POLIS grow further into the direction of the chosen vision.

The board of 2023 - 2024 decided to continue the structure of the strategic plan which was established by previous boards. This implies the following: “The strategic plan is structured into foundations and key points. These foundations are the basis for the current and future strategic plans of Study Association POLIS. Future boards can, if necessary, make changes to the current foundations. By evaluating the strengths and weaknesses, the board of 2023 - 2024 can apply key points to each foundation to be able to meet the needs of the association.”

After evaluating the strengths and weaknesses of Study Association POLIS during panel sessions, different meetings and brainstorm sessions, the board of 2023 - 2024 has applied key points to each foundation. These different key points will provide guidance within this strategic plan and the association year of 2023 - 2024. The key points will present itself in the tasks and responsibilities of the board members and the different committees. The board of 2023 - 2024 is ultimately responsible for executing this strategic plan.

The structure of the strategic plan will now be described. In the first paragraph, the mission of the association, the vision, the foundations and the key points of the board of 2023 - 2024 will be described. In the second paragraph, the tasks and responsibilities of the board of 2023 - 2024 will be described. Paragraph three describes the tasks and responsibilities of the different committees. The last paragraph contains a description of the additional board activities of the board of 2023 - 2024.

1. Strategic Plan, Foundations and Key Points

In this chapter, the strategic plan of Study Association of the board 2023 - 2024 is central. First, the mission and vision will be explained below. Hereafter, the foundations and key points will be explained, they will serve as a guide for the strategic plan.

1.1 Mission

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

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

“De vereniging heeft ten doel:

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

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

“The association’s goal is:

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

1.2 Vision

The board of 2023 - 2024 formulated an appropriate vision based on the association's mission. The vision is as follows:

“Study Association POLIS is a platform that focuses on the development and enrichment of Organization and Management Studies students on study-, professional-, and socially-oriented practices. The association aims to contribute to the personal development and integration of Organization and Management Studies students by facilitating interaction between all layers of the association. Study Association POLIS seeks to enhance this process by stimulating involvement of Organization and Management Studies students within the association. The association strives to stimulate engagement between Organization and Management Studies students, between Organization and Management Studies students and Organization and Management Studies alumni, between Organization and Management Studies students and the business sector, and between Organization and Management Studies students and Tilburg University. In addition, Study Association POLIS strives to further advance the professionalization of the association. Furthermore, Study Association POLIS aims to stimulate the holistic development of Organization and Management Studies students.”

1.3 Foundations and Key Points

The foundations the board of 2023 - 2024 presents are:

- Personal Professional Development
- Social Development
- Professionalization of the Association

The board of 2023 - 2024 wants to specify key points to the foundations to state what the focus of Study Association POLIS will be for the upcoming year. The foundations, as stated above, and the associating key points of the board of 2023 - 2024 will be specified in the next paragraphs.

1.3.1 Foundation 1: Personal Professional Development

The first foundation the board of 2023 - 2024 intends to build on is Personal Professional Development. By mentioning Personal Professional Development, the board of 2023 - 2024 aims to assist Organization and Management Studies students in complementing their academic career by enriching their knowledge and developing their skills. Moreover, the board of 2023 - 2024 endeavors to prepare Organization and Management Studies students for the transition from their studies to their professional career. To accomplish this, the board of 2023 - 2024 aims to support Organization and Management Studies students in exploring potential educational and career opportunities within the field of Organization and Management Studies. The board of 2023 - 2024 divides Personal Professional Development into Educational Support, Career Orientation and Holistic Development.

Key Point 1: Educational Support

By mentioning Educational Support, the board of 2023 - 2024 means to support Organization and Management Studies students by stimulating a supportive learning environment and enriching their study-related knowledge and skills. In addition, the board of 2023 - 2024 strives to achieve this by encouraging collaboration between Organization and Management Studies students.

The board of 2023 - 2024 aims to achieve this by:

- Stimulating peer learning of Organization and Management Studies students. The board of 2023 - 2024 aims to achieve this by facilitating the opportunity for Organization and Management Studies students to study together. An example of this could be creating a study buddy system on the website in which students get paired up to study together.
- Supporting Organization and Management Studies students in their academic career. The board of 2023 - 2024 aims to achieve this by providing additional educational resources. An example of this could be providing case studies and study tips on several courses of Organization and Management Studies for members on the website.
- Facilitating different study methods for Organization and Management Studies students. The board of 2023 - 2024 aims to achieve this by offering new methods of recapitulating study materials. An example of this could be to provide educational flashcards. Another example of this could be to provide quizzes containing definitions from various course materials.

Key Point 2: Career Orientation

By mentioning Career Orientation, the board of 2023 - 2024 means to enrich the knowledge of Organization and Management Studies students regarding potential career pathways within the field of Organization and Management Studies. The board of 2023 - 2024 strives to achieve this by creating possibilities for Organization and Management Studies students to get acquainted with career prospects and the professional environment.

The board of 2023 - 2024 aims to achieve this by:

- Supporting Organization and Management Studies students in discovering potential career pathways. The board of 2023 - 2024 aims to achieve this by facilitating the interaction between Organization and Management Studies students and alumni. An example of this could be sharing the study experiences and tips of alumni through interview videos on social media.
- Providing the opportunity for Organization and Management Studies students to gain insight into the professional work environment. The board of 2023 - 2024 aims to achieve this by facilitating practical work experience opportunities for Organization and Management Studies students. An example of this could be facilitating the opportunity to be an intern for a day at an organization in the work field.
- Giving insight into potential career prospects of Organization and Management Studies students. The board of 2023 - 2024 strives to achieve this by providing information on career pathways of Organization and Management Studies students. An example of this could be sharing content focused on career development, job application tips, and other work field-specific information, on LinkedIn.

Key Point 3: Holistic Development

By mentioning Holistic Development, the board of 2023 - 2024 means to enhance various dimensions of the personal life of Organization and Management Studies students. The board of 2023 - 2024 strives to achieve this by enhancing self-reliance and physical health of Organization and Management Studies students.

The board of 2023 - 2024 aims to achieve this by:

- Supporting Organization and Management Studies students in learning self-reliant skills. The board of 2023 - 2024 aims to achieve this by providing learning opportunities about independence. An example of this could be creating an information booklet regarding practical student tips for students of Organization and Management Studies called 'Student Survival Guide' on the website.
- Stimulating students of Organization and Management Studies to think about personal development. The board of 2023 - 2024 aims to achieve this by stimulating the practice of self-reflection for Organization and Management Studies students. An example of this could be posting self-discovery questions called 'Thursday Thinkers' on Instagram Stories biweekly.
- Stimulating Organization and Management Studies students to be more physically active. The board of 2023 - 2024 strives to achieve this by providing ideas for physical activities. An example of this could be posting ideas about how to be physically active between study sessions on Instagram Stories.

1.3.2 Foundation 2: Social Development

The second foundation the board of 2023 - 2024 intends to build on is Social Development. By mentioning Social Development, the board of 2023 - 2024 aims to provide Organization and Management Studies students with the opportunity to stimulate networking, inclusivity and the development of interpersonal skills. Furthermore, the board of 2023 - 2024 seeks to encourage the participation and involvement of Organization and Management Studies students within the association. The board of 2023 - 2024 divides Social Development into Inclusivity, Involvement and Personal Social Development.

Key Point 1: Inclusivity

By mentioning Inclusivity, the board of 2023 - 2024 means to encourage Organization and Management Studies students to engage with one another. The board of 2023 - 2024 aims to facilitate an open environment and enhance the cohesiveness of the association. The board of 2023 - 2024 strives to achieve this by encouraging the inclusivity of international students and first-year students of Organization and Management Studies within the association.

The board of 2023 - 2024 aims to achieve this by:

- Representing international Organization and Management Studies students within the association. The board of 2023 - 2024 aims to achieve this by making international Organization and Management Studies students more involved within the association. An example of this could be hosting several theme weeks based on cultural diversity in the POLIS room.
- Enhancing the integration of first-year and international Organization and Management Studies students in the association. The board of 2023 - 2024 strives to achieve this by lowering the threshold for first-year and international Organization and Management Studies students to attend activities. An example of this could be to implement a buddy system on the website where first-year or international Organization and Management Studies students can be matched with another member to attend an event together.
- Engaging first-year Organization and Management Studies students more in the association. The board of 2023 - 2024 aims to achieve this by facilitating an opportunity for first-year Organization and Management Studies students to get acquainted with each other and with the association. An example of this could be to

create a WhatsApp group chat for first-year members of the association. Another example could be to introduce the ‘Get To Know The Association Day’.

Key Point 2: Involvement

By mentioning Involvement, the board of 2023 - 2024 means to stimulate the engagement of Organization and Management Studies students within the association. The board of 2023 - 2024 aims to foster a sense of community among Organization and Management Studies students. The board of 2023 - 2024 strives to achieve this by providing opportunities for Organization and Management Studies students to be more connected with the association.

The board of 2023 - 2024 aims to achieve this by:

- Encouraging engagement between Organization and Management Studies students and the association. The board of 2023 - 2024 aims to achieve this by utilizing the advantages of the POLIS room more. An example of this could be creating a promotional video of the POLIS room and actively inviting students through lecture talks to visit the POLIS room.
- Engaging Organization and Management Studies students throughout the year. The board of 2023 - 2024 aims to achieve this by involving members shortly after the exam period. An example of this could be organizing an after-exam social event for Organization and Management Studies students.
- Providing Organization and Management Studies students insights into the association. The board of 2023 - 2024 strives to achieve this by sharing experiences of active members. An example of this could be sharing testimonials of committee members of the association on Instagram.

Key Point 3: Personal Social Development

By mentioning Personal Social Development, the board of 2023 - 2024 means to provide opportunities for Organization and Management Studies students to enhance personal growth, and the possibility to connect to students of other associations. The board of 2023 - 2024 strives to achieve this by stimulating personal networking of Organization and Management Studies students.

The board of 2023 - 2024 aims to achieve this by:

- Providing opportunities to enrich social networks of Organization and Management Studies students. The board of 2023 - 2024 aims to achieve this by facilitating interaction between Organization and Management Studies students and students of other associations. An example of this could be a networking event for first-year students together with another study association. Another example could be a find-your-match event together with another association.
- Stimulating Organization and Management Studies students to engage in extracurricular activities. The board of 2023 - 2024 strives to achieve this by providing more information on the possibilities next to your studies. An example of this could be creating a new platform called 'Extracurricular Pathways' on the website.

1.3.3 Foundation 3: Professionalization of the Association

The third foundation the board of 2023 - 2024 intends to build on is the Professionalization of the Association. By mentioning Professionalization of the Association, the board of 2023 - 2024 aims to enhance external practices and build on the internal practices of the association. The board of 2023 - 2024 divides Professionalization of the Association into Process Improvement and Representation of the Association.

Key Point 1: Process Improvement

By mentioning Process Improvement, the board of 2023 - 2024 means to analyze and further develop internal processes within the association. The board of 2023 - 2024 strives to achieve this by enhancing organizational communication.

The board of 2023 - 2024 aims to achieve this by:

- Enhancing internal communication. The board of 2023 - 2024 strives to achieve this by facilitating bottom-up communication. An example of this could be creating feedback boxes on the website and sharing relevant feedback with the Educational Committee of Tilburg University.
- Enhancing the quality of formal events. The board of 2023 - 2024 strives to achieve this by restructuring certain committees. An example of this could be merging the Career Committee and the Congress Committee into a new committee called the 'Profession Committee (ProfCom)'. This committee would organize at least two events, namely one workshop and one congress.

Key Point 2: Representation of the Association

By mentioning Representation of the Association, the board of 2023 - 2024 means to enhance the professional image of the association. The board of 2023 - 2024 strives to achieve this by further exploring the potential of the online platforms of the association. In addition, the board of 2023 - 2024 strives to highlight and promote socially conscious initiatives.

The board of 2023 - 2024 aims to achieve this by:

- Enhancing the intuitivity of the platforms through which resources are provided for members by the association. The board of 2023 - 2024 aims to achieve this by restructuring existing forms of representation. An example of this could be

incorporating accounts for members to access member-exclusive content on the website.

- Promoting social responsibility among Organization and Management Studies students. The board of 2023 - 2024 aims to achieve this by encouraging sustainable choices within the association. An example of this could be organizing an event that will be promoting a circular economy. Another example could be introducing a sustainability checklist within the committees.
- Enhancing the representation of the association's core documents. The board of 2023 - 2024 aims to achieve this by enhancing the accessibility of our base documents. An example of this could be changing and translating the Statutes.

2. Responsibilities and Tasks of the Board of 2023 - 2024

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

The board of 2023 - 2024 consists of six members with the following positions:

Bas Sanders	Chairman
Milou Jongbloed	Secretary
Alexandra Sibiescu	Treasurer
Niek Loonen	Public Relations and External Affairs & Vice-Chairman
Stanley Majewski	Coordinator 1
Maud van der Windt	Coordinator 2

2.1 General Responsibilities and Tasks of the Board Members

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

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

- Being responsible for the organization of board events (like the opening party, General Meetings and the committee information evening);
- Overseeing the evaluation of the association's events;
- Timely recruitment of candidate board members for the association year 2024 - 2025;
- Giving a transfer to the following board;
- Preparing the following board.

2.2 Chairman

The tasks of the Chairman of Study Association POLIS include:

- Supervising the entire association and the board;
- Being up to date regarding the courses of events of the association;
- Chairing board-, chairmen-, and general meetings;
- Providing agendas for the board-, chairmen-, and general meetings;
- Being the spokesperson for the association;
- Guiding the process of establishing the strategic plan for the coming board year and presenting the strategic plan;
- Living up to the mission, vision, foundations and key points of Study Association POLIS;
- Maintaining contact with other associations of Tilburg University;
- Participating in the TSB-Platform;
- Maintaining contact with the advisory board of Study Association POLIS;
- Organizing and chairing at least two chairmen meetings with the chairman of the committees;
- Maintaining contact with the department of Organization and Management Studies;
- Being the contact person for the alumni platform on the website;
- Having responsibility over the Volunteer Pool;
- Having responsibility over 'Thursday Thinkers';
- Having responsibility over the 'Student Survival Guide';
- Having responsibility over the after-exam social events;
- Coordinating the Promotion Committee;
- Coordinating Theme Party Committee;
- Coordinating the Bylaw Advisory Group.

2.3 Vice Chairman

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

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

2.4 Secretary

The tasks of the Secretary of Study Association POLIS include:

- Transcribing board meetings and General Meetings. Publishing these transcripts to the members of the association and the members of the board;
- Maintaining the membership database;
- Taking care of and archiving all incoming and outgoing (electronic) mail;
- Informing members via the Newsflash;
- Maintaining contact with the secretaries of the committees;
- Organizing and chairing at least one secretary meeting with secretaries of the committees;
- Enrolling the new board at the Chamber of Commerce;
- Maintaining contact with Smartbooks;
- Having responsibility over the Instagram posts;
- Having responsibility over the Instagram Stories during events;
- Having responsibility over the Instagram highlights;
- Having responsibility over the Instagram Direct Messages;
- Having responsibility over the merchandise page on the website;
- Having responsibility over the find-your-match event;
- Having responsibility over the feedback boxes;
- Having responsibility over the study buddy system;
- Having responsibility over the circular economy event;
- Coordinating the Battle Committee;
- Coordinating the Excursion Committee.

2.5 Treasurer

The tasks of the Treasurer of Study Association POLIS include:

- Keeping the bookings and accounts regarding the Study Association up to date;
- Preparing the budget at the beginning of the association year and to present this budget during the first General Meeting;
- Making an interim evaluation of the prepared budget made at the beginning of the association year;
- Maintaining and controlling the bookkeeping of the treasurers of the different committees;
- Preparing the profit and loss account at the end of the association year and to present this profit and loss account during the General Meeting;
- Maintaining contact with the Financial Control Committee of Study Association POLIS;
- Maintaining contact with the treasurers of the different committees of Study Association POLIS;
- Organizing and chairing at least one treasurer meeting with the treasurers of the committees;
- Managing the cash box of Study Association POLIS. When the box has reached three hundred euros (€300) or more, it needs to be skimmed off;
- Keeping track of the financial supplies;
- Being controlled and advised by the Financial Control Committee for at least once prior to a General Meeting;
- Overwriting all accounts to the present treasurer and chairman;
- Having responsibility over the ‘Formal and Informal Event Calendars’;
- Having responsibility over the questionnaires;
- Having responsibility over the ‘POLIS Inside’;
- Having responsibility over the theme weeks based on cultural diversity in the POLIS room;
- Having responsibility over the educational flashcards and quizzes;
- Having responsibility over the buddy system for first-year and international Organization and Management Studies students;
- Coordinating the Study Trip Committee;
- Coordinating the Community Committee.

2.6 Public Relations and External Affairs

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

- Recruitment of new sponsors;
- Maintaining and, if desired, improving relationships with existing external relations of Study Association POLIS;
- Coaching of PR-officers of multiple committees;
- Organizing and chairing at least one PR-officer meeting with the PR-officers of the committees;
- Keeping track of the External Affairs Database;
- Maintaining contact with the Public Relations and the External Affairs Committee of Study Association POLIS;
- Having the responsibility of providing further coaching for members of externally oriented committees through a PR workshop;
- Being part of the Social Sciences Career Event;
- Having responsibility over the ‘Recent Recap’;
- Being the contact person for the trust persons;
- Maintaining the LinkedIn page;
- Having responsibility over the Chief of Drinks;
- Having responsibility over the camera and taking photos;
- Updating and maintaining the photos in Flickr;
- Having responsibility over the intern for a day program;
- Having responsibility over the career pathways on LinkedIn;
- Having responsibility over the first-year event in collaboration with another study association;
- Having responsibility over introducing the committees on Instagram;
- Coordinating the Master Committee;
- Coordinating the Member Weekend Committee.

2.7 Coordinator 1

The tasks of Coordinator 1 of Study Association POLIS include:

- Being the contact person for the Internationalization Officer;
- Being the contact person for the IDEA Internationalization Workgroup;

- Having responsibility over the Posterpool;
- Having responsibility over the Facebook page;
- Having responsibility over the GoPro;
- Having responsibility for the After Movie;
- Updating and maintaining the videos on Vimeo;
- Updating and maintaining the POLIS website;
- Having responsibility over the member-exclusive content on the website;
- Having responsibility over the Promotional video about the POLIS room;
- Having responsibility over the ‘Get To Know The Association Day’;
- Having responsibility over the interview videos with alumni on career pathways;
- Coordinating the Culture Committee;
- Coordinating the Exchange Committee;
- Coordinating the Food Committee;
- Coordinating the Yearbook Committee.

2.8 Coordinator 2

The tasks of Coordinator 2 of Study Association POLIS include:

- Having responsibility over the summaries;
- Maintaining contact with Café de Boekanier;
- Having responsibility over the ‘Making Your Monday’;
- Being the contact person for the IDEA Activity Workgroup;
- Having responsibility over the ‘Monthly Monday Meal’;
- Having responsibility over the Social Responsibility page;
- Being the contact person for the Sustainability Officer;
- Having responsibility over the WhatsApp Group;
- Having responsibility over the WhatsApp Group for first-year students;
- Having the responsibility over the case studies and study tips on the website;
- Having the responsibility over the Sustainability checklist;
- Having the responsibility over providing ideas for physical activities on Instagram Stories;
- Having the responsibility over the ‘Extracurricular Pathways page’;
- Coordinating the Event Committee;

- Coordinating the Introduction Committee;
- Coordinating the Profession Committee;
- Coordinating the Sports Committee.

2.9 Conclusion

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

3. Responsibilities and Tasks of Committees

3.1 General Responsibilities

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

- All committees attempt to obtain the specific goals while taking the key points as drafted by the board of 2023 - 2024 into account;
- To ensure that there will be no loss of knowledge and to maintain the effectiveness and continuity of the committees, every committee must draft a transfer document in English. The document should contain an introduction about the goal of the committee, a description of the committee functions, the experiences of former committee members and an evaluation of last year's achievements;
- The board of 2023 - 2024 expects of all its committee members to keep an active attitude and execute their given tasks;
- To keep all members of Study Association POLIS up to date of the current state of affairs, committees can be asked to contribute to the Almanac, Newsflash, website and social media. Committees will be informed of this in good time;
- Based on the number of active member applications the board of 2023 - 2024 will decide whether or not some committees will be implemented.

3.2 Specific Responsibilities and Tasks of Committees.

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

3.2.1 Advisory Board

The Advisory Board (RvA) has the goal to advise the board at least four times during the academic year 2023 - 2024. During these meetings, the Advisory Board will discuss and give counsel about the strategic plan and state of affairs of the Board 2023 - 2024 of Study Association POLIS. The advice of the Advisory Board can be requested by the board or can be given by the Advisory Board itself.

3.2.2 Battle Committee

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

3.2.3 Bylaws Advisory Group

The Bylaws Advisory Group has the goal to support the board in the revision of the bylaws.

3.2.4 Community Committee

The Community Committee (CommuniCie) has the goal to do meaningful and necessary work for the society with sustainability as its main focus. The committee will be responsible for two events. One will be a fundraising activity, and the other event will be free to be determined by the committee.

3.2.5 Culture Committee

The Culture Committee (CultureCom) has the goal to create opportunities for students to learn about cultural aspects. The Culture Committee will achieve this by organizing two events. One will be an event that can cover any aspect of culture. The last event will be free to be determined by the committee.

3.2.6 Event Committee

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

3.2.7 Exchange Committee

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

3.2.8 Excursion Committee

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

3.2.9 Financial Control Committee

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

3.2.10 Food Committee

The Food Committee (FoodCie) has the goal to organize three events related to food. The committee also helps to arrange the Organization and Management Studies Dinner.

3.2.11 Introduction Committee

The Introduction Committee (Intro) has the goal to organize an introduction weekend for all freshmen of Organization and Management Studies. This three-day activity, in which students get to know each other and the association, will be prepared during the academic year 2023 - 2024. Moreover, this committee has the goal to enthuse students for the introduction weekend and Study Association POLIS.

3.2.12 Master Committee

The Master Committee (MaC) has the goal to connect the almost graduated students with the working field. The committee will consist of pre-master and master students Organization and Management Studies. This committee organizes two events for (pre-)masters of Organization and Management Studies. The Master Committee will organize a Business Dinner and an event of their choice to achieve its goal.

3.2.13 Member Weekend Committee

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

3.2.14 Poster Pool

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

3.2.15 Profession Committee

The Profession Committee (ProfCom) has the goal to get students in touch with the working field of Organization and Management Studies. The Profession Committee will achieve this by organizing two formal events that will both cover the field of Organization and Management Studies. One of them will be a workshop, and the other event will be a one-day congress.

3.2.16 Promotion Committee

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

3.2.17 Public Relations and External Affairs Committee

The Public Relations and External Affairs Committee (PR&EACom) has the goal to advise and evaluate the Public Relations and External Affairs officer of Study Association POLIS. The PR&EACom aims to achieve this by sharing their experiences with the current Public Relations and External Affairs officer in the board. The PR&EACom will come together at least once prior to the General Meeting. The PR&EACom will also present a report of the control during the General Meeting.

3.2.18 Sports Committee

The Sports Committee (SportsCom) has the goal to organize three sport-related events for members of Study Association POLIS. One of these events will be 'Super Tuesday'.

3.2.19 Study Trip Committee

The Study Trip Committee (STiP) has the goal to organize a study trip abroad for Organization and Management Studies. This trip will contain career-orientated, cultural and recreational events.

The Study Trip Committee is obligated to center the trip around a theme within the field of Organization and Management Studies. The program of the trip should incorporate company visits.

3.2.20 Theme Party Committee

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

3.2.21 TOP Committee

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

3.2.22 Volunteer Pool

The Volunteer Pool has the goal to stimulate members of Study Association POLIS to participate in voluntary work. The Volunteer Pool will be in collaboration with non-profit organizations with a social cause.

3.2.23 Yearbook Committee

The Yearbook Committee has the goal to publish an Almanac and organize the New Year's Drink. The Almanac will be published at the end of the academic year 2023 - 2024.

3.3 Conclusion

In this paragraph, the general and specific responsibilities and tasks of the different committees within Study Association POLIS are described. In the last paragraph, the board of 2023 - 2024 will explain the additional board activities.

4. Additional board activities

In the previous chapters, the responsibilities and tasks of the board of 2023 - 2024 are discussed. These will be defined further in this chapter.

4.1 Active Member Activities

During the association year, the board of 2023 - 2024 organizes two events to thank the members for their dedication, an Active Member Dinner and Active Member Activity.

4.2 After-Exam Social Events

The board of 2023 - 2024 will organize four after-exam activities. The goal of these activities is to engage Organization and Management Studies students throughout the year.

4.3 Alumni Activity

The board of 2023 - 2024 will organize an activity with alumni to provide an opportunity for the development of the formal network of the members of Study Association POLIS.

4.4 Board Information Session

The board of 2023 - 2024 will organize a session in which they will explain their experience to prospective new board members.

4.5 Committee Information Event

The board of 2023 - 2024 will organize a committee information evening at the beginning of the academic year. During this event, guests can be informed about the committees of Study Association POLIS and the tasks related to the committees.

4.6 Circular Economy Event

The board of 2023 - 2024 will organize a circular economy event. The goal of this event is to promote social responsibility among Organization and Management Studies students.

4.7 Find-Your-Match-Event

The board of 2023 - 2024 will organize a Find-Your-Match-Event. The goal of this event is to connect members of Study Association POLIS to students of another association.

4.8 Former Boards Activity

The board of 2023 - 2024 will organize a Former Boards Activity. The purpose of this activity is to strengthen the ties between former boards and the current board of Study Association POLIS and learn from each other's experiences.

4.9 General Meeting

At least two times a year, the board of 2023 - 2024 organizes a General Meeting. During this meeting, the (financial) state of affairs of Study Association POLIS is discussed. There will also be a look at the continuing strategic plan that is continuing through the academic year. The General Meeting is accessible for the members of Study Association POLIS. In case of impediment, the member needs to inform the secretary of the board of its impediment. An eventual voting authorization can be given. The main language of the General Meeting will be English.

4.10 Get To Know The Association Day

The board of 2023 - 2024 will organize a Get To Know The Association Day for Organization and Management Studies students at the beginning of the academic year. The purpose of this event is to increase the inclusivity of first-year students towards Study Association POLIS.

4.11 (Pre-)Master Introduction Activity

The board of 2023 - 2024 will organize an introduction activity at the beginning of the academic year. The focus of this event will be on (pre-)master students Organization and Management Studies.

4.12 Master-Related Workshop

The board of 2023 - 2024 will facilitate a master-related workshop. The goal of this workshop is to help master and pre-master students complete the last part of their studies.

4.13 Monthly Monday Meal

The board of 2023 - 2024 will organize a monthly lunch at the POLIS room. The goal of these events is promotion cohesion of Organization and Management Studies students within the association.

4.14 Opening Activity

The board of 2023 - 2024 will organize an opening party with an emphasis on the informal 30 networking aspect. The purpose of this activity is to facilitate a more complete social network within the association as a whole and open the association year in a festive way, while introducing the sponsoring pub, Café de Boekanier, to the new members of Study Association POLIS.

4.15 OMS-Dinner

Once a year, the board of 2023 - 2024 organizes the OMS-Dinner for members of Study Association POLIS and lecturers of Organization and Management Studies, in collaboration with the Food Committee and the Department of Organization and Management Studies. During this event, students and lecturers can communicate in an informal way.

4.16 SPSS Workshop

The board of 2023 - 2024 will facilitate an SPSS workshop. The goal of this workshop is to help the students work with this program.

4.17 Study Break Activities

During the association year, the board of 2023 - 2024 organizes two events to engage Organization and Management Studies students throughout the year, a Summer Break Activity and a Winter Break Activity.

4.18. Conclusion

In this final paragraph, all the additional board activities are defined as far as possible. Hereby, the board of 2023 - 2024 closes the strategic plan. A summary of this strategic plan will be presented by the chairman of the board of 2023 - 2024 to the members during the General Meeting, where the board transfer will take place.