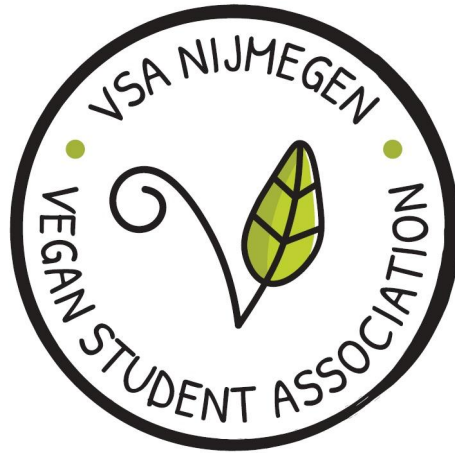


VSA Nijmegen  
**Policy Plan**  
Academic Year 2022-2023



Nijmegen, August 31 2022

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Luke van Saane  
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## Introduction

This document first and foremost explains the goals of the association for the academic year 2022-23. Secondly it describes what committees & other organs of the association there are and what their purpose is. Thirdly it describes our values and how we plan to stick to them. Finally it lists the technologies we use.

It is meant to be used as a reference for board & committee members during the academic year. The other main use is for you all, the members of the association, to know what the general plan is for the year, and to have the opportunity to give your feedback and vote on whether you agree with the plan or not.

Some changes have been made to the structure of the association, the purpose of committees, and role of the board in this plan compared to the previous year's. Many of these changes were informed by challenges we (or committees) faced this year, for example the amount of recipes and posts CatCom and MedCom respectively had to create with a small number of committee members. We also struggled with the tasks of the commissioner, as this was the first year VSA Nijmegen had this board function. During the year we tried out new things and learned what this role should look like to help our committee members in a better way. Others are successful new ideas we came up with during the year that we can now make official policy. We hope that following this adjusted plan will lead to less frustration and let the association more easily reach its goals.

Cheers,

The Third Board

Cassian Alexandru - President  
Luke van Saane - Vice-President  
Sieben - Treasurer  
Dean van Altena - Commissioner

In collaboration with  
The Candidate Fourth Board

Pleun Scholten  
Victor Dupont  
Daan Hoekenga  
Rick Koenders  
Kjeld Bloemendal

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## 1. Introduction

This chapter describes how VSA Nijmegen is legally organised, what its goals are, and what our values are. But first, it defines what veganism means to us.

### 1.1 Definition of Veganism

There are many (slightly) different definitions of what veganism means. VSA Nijmegen uses the following definition: “Veganism is a way of living which – as far as practically possible – avoids all exploitation of, and cruelty to, animals for food, clothing or other purposes.”

### 1.2 Legal Framework

VSA Nijmegen is a student association for all students at the HAN University of Applied Sciences (HAN) and the Radboud University Nijmegen (RU) with an interest in veganism. It is an association (‘vereniging’) with full legal capacity (‘volledige rechtsbevoegdheid’) as described by Dutch Law (Burgerlijk Wetboek, Book 2, Articles 26 through 52). It is located in Nijmegen, the Netherlands. As such, it complies with Dutch law and has recorded its own rules in notarised statutes (‘statuten’) with additional regulations recorded in the bylaws (‘huishoudelijk reglement’).

The statutes of an association describe the legal rules and procedures for the association, how the board represents its members and who has a say over what. Most importantly, it describes the goal of the association and how the association wants to achieve those goals. The bylaws are a separate document with more rules on top of the statutes. They can be changed more easily to fit the association’s current needs.

To be recognised as a student association by the HAN and the RU, VSA Nijmegen has to fulfil their requirements. The RU also requires student associations to sign the student organisation code of conduct. For other benefits, such as subsidies, the HAN and the RU might have extra requirements.

VSA Nijmegen is one of many vegan student associations in the Netherlands. These individual and independent associations are united in VSA Netherlands, an umbrella-association. VSA Nijmegen follows national policies that the general assembly of VSA Netherlands agrees to, as long as these do not conflict with our mission and values. In particular VSA Nijmegen follows the shared mission and values statement of VSA Netherlands.

Because of the statutes, MBO students (“students of vocational education” in English) cannot become full members of VSA Nijmegen. Nijmegen has a number of different vocational schools, like ROC Nijmegen, Yuverta, and Zorgcollege. It is possible for MBO students to become a student benefactor. This means that they can do everything a member can, except for voting in general assemblies or joining the board. Currently, there

is no promotion for VSA Nijmegen aimed at MBO students. By the time of the half year general assembly, VSA Nijmegen will have created a plan to reach and attract MBO students. Once this plan has been made, it will be carried out. If this plan is successful, future boards could decide that the statutes should be changed to include MBO students as full members instead of student-benefactors. In the meantime, VSA Nijmegen will try to make sure MBO students feel welcome.

Concrete policy points:

1. All new board members will read the complete statutes of VSA Nijmegen.
2. All new board members will read the complete bylaws of VSA Nijmegen.
3. The treasurer will learn the basics of Dutch association law.
4. All board members will read the RU Student Organisation Code of Conduct and it will be signed by one board member.
5. VSA Nijmegen will develop a Code of Conduct (based on the existing 'Protocol for Undesirable Behaviour'). Once complete, new members must agree to it upon sign-up. Our Code of Conduct will cover those from the HAN and the RU.
6. VSA Nijmegen will develop a plan to reach MBO students by the half year general assembly<sup>1</sup>.

### 1.3 Mission

The mission of VSA Nijmegen is described in articles 1 and 2 of its statutes as well as the shared mission and values statement of VSA Netherlands. It comes down to three points. First, we want to create a community of vegan-minded students, by hosting social events. Second, we want to provide information and education about the benefits of veganism with regard to animal rights and sustainability, by hosting informative events and providing educational materials. Third, we want to create an environment where it's easy to go vegan and stay vegan, by collaborating with the HAN and the RU in making plant-based the norm.

Concrete policy points:

7. All board members will read the full shared mission and values statement of VSA Netherlands.
8. All board members will read the practical guide to the shared mission and values of VSA Netherlands.

#### 1.3.1 Building a Community

Community building is important for an open and inclusive association. It is specifically aimed at letting members get to know each other, creating closer bonds between them, and making sure the association is safe and accepting.

#### 1.3.2 Providing Education

At VSA Nijmegen, we believe veganism is an effective way for students to help animals and the planet. We want to make sure students have the knowledge and skills they need to

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<sup>1</sup> For more information on the half year general assembly, see [2.1 General Assembly](#)

make conscious decisions about their food and lifestyle. Before making a conscious choice, it is important to know the impact that the choice has on animals and the planet.

### 1.3.3 Creating a Facilitating Environment

We believe it is much easier to become and stay vegan if your environment makes this choice easier. VSA Nijmegen tries to make sure both campuses as well as the city itself are places where it's easy, affordable, and enjoyable for people to choose plant-based. We want to push the HAN and the RU to offer more vegan options.

## 1.4 Values

VSA Nijmegen's values reflect the worldview of the organisation and its members, which is of course heavily influenced by veganism. The core values of VSA Nijmegen are kept in mind in every decision it takes. VSA Nijmegen follows the shared mission and values statement of VSA Netherlands (which can be found on our and their website). Our core values are animal ethics, sustainability, inclusivity, independence, legality, non-violence, reliable sources, and responsible drug use. The sections below explain what these values mean for VSA Nijmegen and how we put them into practice.

Concrete policy points:

9. The commissioner of internal affairs will educate all new committee chairs on the shared mission and values statement of VSA Netherlands.

### 1.4.1 Animal Ethics

Animal ethics is the value on which veganism is based.

VSA Nijmegen is open to members who are vegan for the animals, plant-based, or interested in veganism. However, VSA Nijmegen is and remains an organisation which is vegan for the animals. While VSA Nijmegen encourages anyone who takes steps to use fewer animal products, our end-goal will always be complete animal liberation.

VSA Nijmegen is against animal exploitation and does not see improving the living conditions of exploited animals as the end-goal. While VSA Nijmegen encourages organisations which aim to improve the living conditions of exploited animals, the end-goal will always be complete animal liberation.

In the first place, veganism is a philosophy and a way of life. One method of bringing about change through veganism is refusing to buy animal products. Other methods of achieving change include education and street activism. VSA Nijmegen contributes to these other methods through the events organised by its Education Committee and introducing interested members to various forms of (legal) activism.

When campaigning for animal ethics, VSA Nijmegen speaks on behalf of animals. That is why it is very important that VSA Nijmegen keeps the interests of animals in mind when talking about animal ethics. VSA Nijmegen takes care to talk about animals as individuals and avoid speciesism, the discrimination on basis of species.

Concrete policy points:

10. One board member is the head of animal ethics. They will educate themselves on animal ethics, veganism in the Netherlands as well as vegan activism in the Netherlands. They make sure communication and activities are in line with this value.
11. The head of animal ethics will join four vegan activism events of different types. By attending these events, they learn about the vegan movement and build a network for VSA Nijmegen with the organisations that organise this activism.
12. The head of animal ethics will give interested members opportunities to get involved in activism by joining activism events with VSA Nijmegen four times.
13. The head of animal ethics will read the 'guide to non-speciesist language' and keep it up-to-date.
14. The 'guide to non-speciesist language' will be read by the chair of the Education Committee, the head of social media and other persons who communicate on behalf of VSA Nijmegen.

#### 1.4.2 Sustainability

According to its definition of veganism, VSA Nijmegen wants to avoid all exploitation of animals: this also includes ensuring humans and other animals have a place to live. This means that VSA Nijmegen also values sustainability: treating the environment in a way that allows future generations of humans and other animals to also have their needs met. Through encouraging a plant-based diet, VSA Nijmegen reduces greenhouse gas emissions, water- and land use, and biodiversity impact. VSA Nijmegen encourages itself and its members to reduce their environmental impacts, also outside of food choices.

Sustainability is not only about consumer choices. For a more sustainable world action from governments, businesses, and other organisations is needed; VSA Nijmegen supports calls for action, especially from the HAN and the RU.

Concrete policy points:

15. One board member is the head of sustainability. They will educate themselves on issues regarding sustainability in general and specifically the overlap between veganism and sustainability. They make sure communication and activities are in line with this value.
16. Whenever an event is planned, the head of sustainability and organising committee will think about its environmental impact and how to reduce it.
17. The head of sustainability will create a sustainability checklist that committees can use when organising activities.



### 1.4.3 Inclusivity

According to its definition of veganism, VSA Nijmegen wants to avoid all exploitation and cruelty toward animals, including human animals. This means we are against any form of discrimination, like sexism, racism, ageism, ableism, homophobia and transphobia. VSA Nijmegen will continuously work towards being an association for everybody who is interested in veganism, regardless of ability, disability, age, biological sex, gender expression, gender identity, sexual identity, cultural background, ethnicity, race, regional background, level of education, or religion. We want to make sure everyone feels safe, welcome, and valued. VSA Nijmegen recognises that oppressive behaviours are socially embedded within us and asks privileged members to question their privilege and to be open to being challenged.

Concrete policy points:

18. One board member is the head of inclusivity. They will educate themselves by reading literature about how oppression works and how veganism intersects with other social justice issues. They make sure all communication and activities are in line with this value.
19. Whenever an event is planned, the board and organising committee will consider the inclusivity of the event and will ask participants on sign-up if there is anything making it harder for them to participate, which VSA Nijmegen can take into consideration and try to fix. Additionally, members can anonymously express why they cannot join an activity.
20. At any event where food will be provided, including events where the food is provided by an external party, participants will be able to share that they have allergies or diets. The organisers of the event will try to provide options for people with allergies.
21. During an event, board members and members of the organising committee will try to make every person feel included.
22. VSA Nijmegen will collaborate with organisations geared towards diverse groups of students in order to try to attract a diversity of members.
23. Unfortunately, VSA Nijmegen cannot prevent that it will organise events that are exclusive of certain groups (e.g. those with reduced mobility); The head of inclusivity and the organising committees will keep count of how often different groups have been excluded throughout the year. The goal is to become aware of which groups we are excluding.
24. VSA Nijmegen will collaborate with the Diversity, Equity, and Inclusion (DEI)-office of the RU to work towards achieving a better representation of the student population within the association.
25. VSA Nijmegen will evaluate its DEI goals, by means of a survey on the topic.
26. VSA Nijmegen will organise two activities where members can share their feelings.
27. VSA Nijmegen will organise a workshop on unconscious bias and a workshop on inclusive language for the board and the committees.
28. The head of social media will familiarise themselves with the inclusive language guide and make sure all VSA Nijmegen's communication is inclusive.

29. VSA Nijmegen will post on social media about celebrating diversity at least three times this year and will post responses to (world) events that concern oppressed groups, to make sure they know that VSA Nijmegen also publicly opposes those kinds of oppression.
30. VSA Nijmegen will use inclusive job descriptions and an unbiased hiring process in order to try to attract a diversity of board members.
31. At the half year general assembly<sup>2</sup>, the board will present a plan on how to actively find a more diverse and representative candidate board.

#### 1.4.4 Independence

VSA Nijmegen values its independence from other organisations. Veganism itself is political, because we are trying to fundamentally change something in society. However, our members have different political backgrounds and orientations. Therefore, VSA Nijmegen does not support specific political parties. Likewise, VSA Nijmegen does not promote a specific part of the political spectrum. Still, VSA Nijmegen will promote its core values, such as animal ethics, sustainability, and inclusivity, which might be seen as political. VSA Nijmegen may also inform members during election times about which candidates are vegan, as long as it supplies this information about all parties.

Concrete policy points:

32. Board members may be affiliated with specific political parties, but will not promote those parties on official VSA Nijmegen channels.
33. VSA Nijmegen will not accept money from or promote specific political parties. VSA Nijmegen may join activities with political parties as (co-)organisers outside of election times, if this is approved by the board.

#### 1.4.5 Legality

Even though illegal action has been important to many social movements, VSA Nijmegen believes that this is not our role within the vegan movement. This also means we are extra careful when collaborating with organisations that often organise illegal actions.

Concrete policy points:

34. VSA Nijmegen does not organise or participate in illegal actions.
35. If VSA Nijmegen organises or joins a legal activity with an organisation known for illegal action (e.g. Sea Shepherd or Extinction Rebellion), this will be organised by the board. Such an activity will be organised at most once per year. Events with more than five organisers, of which at least half are not known for disruptive illegal action, do not count towards this limit.

#### 1.4.6 Non-Violence

VSA Nijmegen is explicitly against problematic behaviours such as bullying, discrimination, and (sexual) harassment. VSA Nijmegen will take an active role in providing a safe space

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<sup>2</sup> For more information on the half year general assembly, see [2.1 General Assembly](#).

for its members. The kinds of activism organised or promoted by VSA Nijmegen will only be non-violent.

Concrete policy points:

36. Problematic behaviour such as bullying, discrimination, or (sexual) harassment can be a reason for members to be removed from the association, and banned from joining open events.
37. Only non-violent forms of activism will be organised or supported by VSA Nijmegen.

#### **1.4.7 Reliable Sources**

Using reliable sources is important for the credibility of the vegan movement as well as our association. Claims about health and nutrition can often be questioned within the vegan community. That is why VSA Nijmegen is especially cautious about making health claims.

Concrete policy points:

38. VSA Nijmegen, and especially its Media and Education Committee, ensures information it shares is backed by reliable sources.
39. If VSA Nijmegen accidentally publishes incorrect information, VSA Nijmegen will publish a rectification in which we report what information was incorrect and what was incorrect about it.
40. VSA Nijmegen follows the expert advice on healthcare for vegans by the NVV (the Dutch vegan association), including the recommendation to use B12-supplements.

#### **1.4.8 Responsible Drug Use**

When used in moderation, legal drugs, including alcohol, can be part of normal recreation and relaxation. As long as the products are vegan, VSA Nijmegen has no ethical objection to this. VSA Nijmegen respects its members' right to consume legal drugs as well as their right not to do so. Additionally, there are people who are not comfortable with events in which drugs (including alcohol) are used at all. Student associations in the Netherlands have a long history of enabling or even encouraging overconsumption of alcohol and other drugs with negative consequences for the users. VSA Nijmegen explicitly distances itself from such behaviour.

Concrete policy points:

41. VSA Nijmegen does not provide more than one alcoholic consumption per person free of charge at events, except for one event, where two may be provided. At this event, there will be no other option to buy alcohol. In all cases, equivalent non-alcoholic drinks will also be provided.
42. Half of the activities organised by SocCom or SunCom will be completely free of drugs, including alcohol. Potlucks do not count towards this total.
43. VSA Nijmegen will mention in promotional material if an event is free of drugs, including alcohol if alcohol or other drugs would typically be consumed at such an event.
44. VSA Nijmegen does not provide drugs other than alcohol at events.

45. If people show up at an event intoxicated by alcohol or other drugs, VSA Nijmegen will consider barring them from entering and if people become intoxicated during an event, VSA Nijmegen will consider asking them to leave.
46. At every event, at least one board member who is present<sup>3</sup> will be sober.

## 1.5 Privacy

VSA Nijmegen wants to be an organisation that its members can trust. Part of that trust depends on how VSA Nijmegen handles the sensitive data members share with it. A clear privacy policy will help the board and committees keep sensitive data private. The privacy policy covers what data VSA Nijmegen collects, how we use that data, who can see it, and when it will be deleted. Additionally, a data security policy will cover a range of topics: where to store data, manage who can see the data, choosing strong passwords, and two factor authentication. This will help prevent the VSA from getting hacked or data otherwise being leaked. The data security policy also covers what VSA Nijmegen will do if a breach happens anyway.

Concrete policy points:

47. The head of privacy will create a privacy policy before the end of October.
48. The head of privacy will create a privacy checklist that committees can use for organising events.
49. The head of privacy will create a small document to explain how we use the data we ask for in sign-up sheets and photos we take at events. This document will be linked in sign-up sheets.
50. The head of privacy will develop a data security policy.
51. The head of privacy will investigate if switching from Google Drive to Google Workspace is beneficial for privacy, security and convenience. Part of this investigation may include a small-scale pilot. If results are positive, VSA Nijmegen will transition to Google Workspace.

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<sup>3</sup> See 2.2 Board

## 2. Organisation & Activities

This chapter describes what activities VSA Nijmegen plans to execute in the academic year 2021-2022 and how VSA Nijmegen is structured to organise these activities.

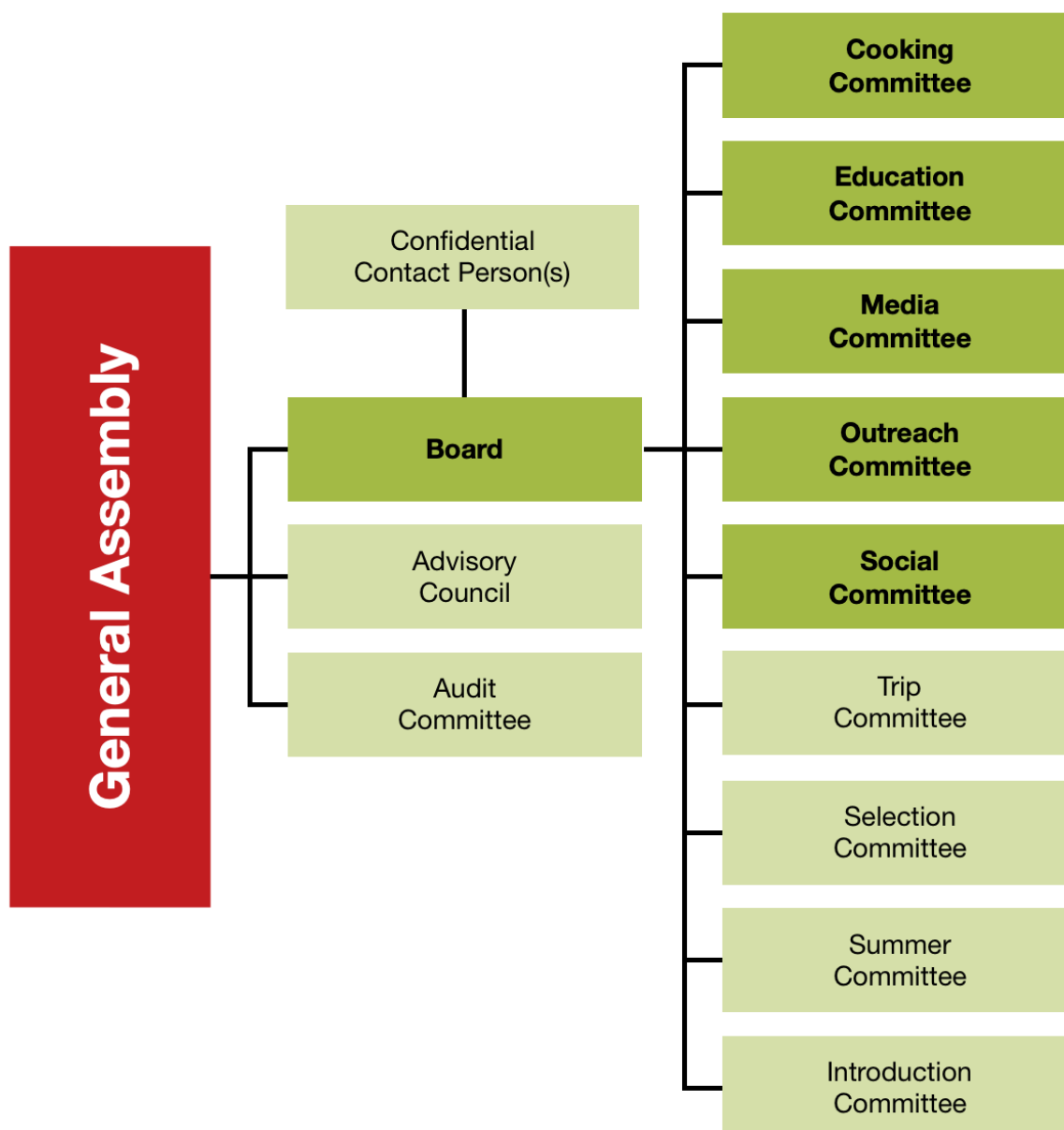


Figure 1. Organisational chart of VSA Nijmegen. Bright green elements form the core of the association.

### 2.1 General Assembly

In September or October, all the members of the association are invited to a general assembly. At this assembly, the board reports on their activities of the past year and on the financial state of the association. The members are asked if the board has done its job

and if the finances are in order. The board also presents a plan for the next academic year (the document you are reading right now) as well as a budget. Members are asked to approve these two documents. Finally, the members vote on who gets to be on the new board, the audit committee and optionally the advisory council.

A second general assembly is held in January or February. This replaces the VSA Refresh that was organised in previous years. At this general assembly, the board will update the members on how the year has gone so far. The board can also ask the members for their opinion on decisions. Having a general assembly instead of a VSA Refresh allows the association to officially accept documents.

Concrete policy points:

52. A general assembly will be organised in September or October.
53. A second general assembly will be organised in January or February.
54. At the end of the year, the board will also ask members for feedback via a survey.

## 2.2 Board

Even though an association is by the members and for the members, having a general assembly for each decision would be very impractical. Therefore, a board is in charge of daily operations. The board tries to make sure VSA Nijmegen works towards the goals of the association. The board for 2022-2023 will consist of five roles: president, vice-president, secretary, treasurer, and commissioner of internal affairs. Their function is explained below. Besides the standard tasks, VSA Nijmegen also wants the board to focus on tasks that are related to our values, as well as tasks that do not belong to a specific role. We call these tasks 'portfolios'. All roles are listed and explained below, together with the division of the portfolios.

- The president is the face of the association and runs board meetings and general assemblies; they make sure the board runs smoothly. They are head of inclusivity.
- The vice-president helps the president out with day-to-day tasks and acts as a substitute when the president is not there. They are head of animal ethics and head of sustainability.
- The secretary is in charge of membership registration, other administration, formal internal communication, the newsletter, and they are head of social media.
- The treasurer is in charge of finances. They are also head of privacy and head of national affairs.
- The commissioner of internal affairs is in charge of committees and their members. They are also the board contact person for members.

The board meets (almost) every week. Members are welcome to join board meetings.

Concrete policy points:

55. Each current internal protocol and plan will be read by at least one board member.
56. At least one board member will be present at each event.
57. The board will organise one lecture or workshop with an invited speaker, open to the public.

## 2.3 Committees

Committees are groups of members of VSA Nijmegen who help the board with running a part of the association. All members are welcome to join one or more committees. If a committee becomes very large, it may become inefficient. Therefore the board can set a limit to the number of members that can join a particular committee.

VSA Nijmegen has five continual committees and four recurrent committees. The five continual committees are:

- Social Committee (SocCom)
- Education Committee (EduCom)
- Cooking Committee (CookCom)
- Media Committee (MedCom)
- Outreach Committee (OutCom)

The five continual committees will be active year-round except for the summer months when the Summer & Introduction Committees take over.

The recurrent committees are:

- Trip Committee (TripCom)
- Selection Committee (SelCom)
- Summer Committee (SunCom)
- Introduction Committee (IntroCom)

The four recurrent committees are not active year round but rather for a specific period of time and will stop being active once their goal is completed. The board has the option to add additional temporary committees to work on specific projects during the year.

Although bound to the policy plan, committees can choose how to complete their policy goals. Additionally, all committees have their own chair, who is responsible for scheduling committee meetings, setting the agenda for meetings and leading the meetings.

The commissioner of internal affairs acts as a contact person between the committees and the board. They make sure the committee members feel heard and represented, and ensure the board and the committees are well informed on what the others are up to. It is the task of the commissioner to make sure that the committees run smoothly. This includes making sure committees have enough members to function properly and making an effort to prevent committee members from quitting their committee. If committees have problems between members, the commissioner will work together with the committee to find a solution.

Concrete policy points:

58. The commissioner of internal affairs will organise one meeting per month with the chairs of the continual committees.
59. The commissioner of internal affairs will attend a meeting of at least one committee each month.

60. The commissioner of internal affairs will send at least one email and WhatsApp message to all members at the beginning of the year promoting the committees and asking people to join them.
61. The commissioner of internal affairs will organise an event at which members can learn about the different committees and see if they would like to join them.
62. The commissioner of internal affairs will start up the committees, by planning and joining the first meetings. There they will explain to new committee members how the VSA and their committee work.
63. When a board decision has a big impact on a committee, the commissioner of internal affairs will personally explain this decision during a committee meeting.
64. The commissioner of internal affairs will help to ensure smooth communication between committees.
65. The commissioner of internal affairs will help to resolve conflicts within committees.
66. The commissioner of internal affairs will organise one 'committee onion' per semester. A committee onion is an activity that is accessible only to volunteers in the board and the committees serving as a thank you to the committee members.
67. At the end of the year (June/July 2023), committees will receive a budget to organise an event exclusively for their own volunteers, as a 'thank you' for all their efforts.

### 2.3.1 Social Committee

The Social Committee (SocCom) helps with community building. To achieve this, they are tasked with organising fun activities, like potlucks. Potlucks are one of VSA Nijmegen's most important social activities. Next to potlucks, SocCom organises smaller social events, like sports activities or game nights. Finally, SocCom organises larger social events, like laser tag or a murder mystery dinner. The budget per event is slightly different, compared to last year. Budgets from some small social events were removed because in practice it was not used. This money was added to major social events, meaning the major social events can now be significantly larger and more diverse in nature.

Concrete policy points:

68. SocCom will organise one potluck per month (ten in total).
69. SocCom will host two minor social events without a budget per semester (four in total).
70. SocCom will host two minor social events with a small budget per semester (four in total).
71. SocCom will host three major social events with a big budget per year (three in total).

### 2.3.2 Education Committee

The Education Committee (EduCom) helps with providing education and promoting the core values of VSA Nijmegen. While education about veganism is also important for members of VSA Nijmegen, the events of EduCom should mostly be aimed at people who are not vegan yet.



That is why, in the first place, EduCom will focus on activism. By organising events related to activism, members of VSA Nijmegen have the opportunity to get to know activism and help educate people outside the association. The head of animal ethics will join EduCom to help with this task.

EduCom can also organise educational events, like workshops and book clubs, specifically aimed at the members of VSA Nijmegen. Organising good educational events is difficult, so EduCom will limit the number of the events it organises, choosing to focus on quality instead of quantity.

In contrast to last year's policy plan we have reduced the number of difficult events EduCom will organise, to make the work more manageable for committee members. Events that are harder to organise have been reduced or moved to the board. Instead, EduCom will focus more on organising activism events. This includes the protest on World Day for Laboratory Animals, which was organised last year by the temporary Laboratory Committee (LabCom).

Concrete policy points:

72. EduCom will organise a workshop where different forms of vegan activism are explained and their effectiveness discussed with interested members.
73. EduCom will organise one activism event of their own choosing.
74. EduCom will organise a protest on World Day for Laboratory Animals.
75. EduCom will organise one educational event aimed at the members of VSA Nijmegen per semester (two in total). The goal is for members to gain more knowledge or skills around the core values of VSA Nijmegen.
76. EduCom will organise one VegTalk per year, during which members of VSA Nijmegen can present their own studies to a general audience. The aim is that at least half of the presentations must be related to the VSA's core values.
77. EduCom will ensure that its events cover a wide range of topics related to veganism, including animal ethics, sustainability, inclusivity, and health.

### **2.3.3 Cooking Committee**

The Cooking Committee (CookCom) helps to make vegan food more accessible for members and others. Firstly, they do this by writing recipes for the website and promoting them on our social media in collaboration with MedCom. Secondly, they organise events around food and cooking, like cooking challenges and workshops. Finally, they cater vegan food at events organised by VSA Nijmegen or other organisations that ask us for help.

Last year, CookCom was known as the Catering Committee (CatCom). However, this gave the idea that other associations could ask VSA Nijmegen for their catering. Therefore, the name is changed, to better line up with the real focus of the committee: cooking. Catering is still an optional part of the committee's work.

Concrete policy points:

78. CookCom will come up with a vegan recipe and share it on the website and on social media at least once a month.
79. CookCom will organise one cook-along, cooking class, or other cooking-related event per quarter.
80. CookCom will be responsible for handling any catering requests from other VSA committees or external organisations. Only the committee itself can choose to accept or deny these requests.

### 2.3.4 Media Committee

The Media Committee (MedCom) supports the activities of the head of social media, who is closely involved with MedCom, with designing and creating content. They will create visuals for social media, create physical posters, edit videos, and create the design and layout for other materials. The posts are created with help of the Design Guide, which is a visual step by step of the Style Guide. The amount of planned posts has lowered slightly compared to last year to make the total more achievable.

Concrete policy points:

81. MedCom will create content for at least ten Member Monday posts.
82. MedCom will create content for at least 30 other posts, like news, Vegan Fact Friday, or holiday or special commemorative days.
83. MedCom will create content for at least 15 stories about CookCom recipes, both new and old.
84. MedCom will make a poster, based on the *Vegan Student's Guide to Nijmegen*, on which relevant information can be found easily and quickly. MedCom and the board will decide which information is relevant.

### 2.3.5 Outreach Committee

The Outreach Committee (OutCom) tries to make veganism more accessible and affordable for students in Nijmegen. Firstly, they do this by meeting with various parties involved in catering at the HAN and the RU to make vegan food more accessible. Secondly, they arrange discounts for members of VSA Nijmegen at companies in and around Nijmegen.

With every discount OutCom arranges, there are fewer businesses that they could arrange discounts with. So, OutCom will arrange two discounts for local businesses instead of the six that was in last year's policy plan. OutCom was successful in their goal to lobby the RU for more vegan options at the cafeterias. Because of this, OutCom now has more specific and ambitious goals. Additionally, OutCom will now organise kick-off events with new and existing discount partners. They will also staff a stand at thematic weeks related to veganism. Both of these happened last year, but were not mentioned in the policy plan.

Concrete policy points:

85. OutCom will arrange discounts for our members with at least two additional local businesses like restaurants, cafes or bookshops.
86. For every new discount, OutCom will organise a kick-off event if suitable.
87. OutCom will organise two events with existing discount partners.

88. OutCom will lobby various parties involved in catering at the HAN and the RU to have a vegan option at every place and time you can get food. They should be just as good as non-vegan options. There should be either a variety (2+) of options, or the option should vary throughout the week.
89. OutCom will choose one specific on-campus problem for vegans, investigate it and offer solutions for changes.
90. OutCom will advocate for a vegan by default pilot at the RU.
91. OutCom will staff a stand during two thematic weeks, like the National Week Without Meat And Dairy or during Veganuary, to raise awareness about veganism and vegan food. One of these should be at the HAN and one of these should be at the RU.

### 2.3.6 Trip Committee

The Trip Committee (TripCom) is a new committee this year. The goal of the committee is to organise one weekend trip for the members of VSA Nijmegen. This includes organising transport, food and drinks, and events for each day. A weekend away gives members the opportunity to enjoy each other's company for a longer time than other activities. This allows members to create deeper connections with each other. TripCom will pay extra attention to the core values of (financial) inclusivity and responsible drug use. This is to ensure that as many members as possible can join, and that they feel comfortable and safe if they join.

Concrete policy points:

92. TripCom will organise one weekend away during the year. For this weekend, TripCom will provide food, drinks, organise activities, and organise transport. Organising transport could mean planning travel by public transport.
93. TripCom will have a separate committee treasurer to propose the committee's budget to the board.
94. TripCom will make a proposal to the board on how to make sure the weekend will be enjoyable for members who both want and do not want alcohol.

### 2.3.7 Selection Committee

The Selection Committee (SelCom) helps the board with selecting a new board. This ensures that the selection procedure is separate and independent from the current board. They interview the candidates, make a division of the roles and portfolios, and test whether the candidates work well together. SelCom selects candidates who are most suited, but they specifically keep inclusivity in mind. This means they try to select candidates with the aim of making all of our members feel represented. SelCom advises the board, who make the final decision. SelCom is not responsible for finding members that are interested in signing up for the board.

Concrete policy points:

95. SelCom interviews candidate board members, divides the roles and portfolios, and tests whether the candidate board members work well together.

96. SelCom keeps inclusivity in mind, and tries to select candidates with the aim of making all of our members feel represented.

### **2.3.8 Summer Committee**

The Summer Committee (SunCom) is only active during summer months. It is tasked with organising fun activities in July and August for members who remain in Nijmegen during the summer break.

Concrete policy points:

97. SunCom will organise six fun activities in July and August for members who stay in Nijmegen during the summer; half of these activities are 'relaxed' and half are more 'active'.

### **2.3.9 Introduction Committee**

The Introduction Committee (IntroCom) is tasked with showing off VSA Nijmegen to potential new members. IntroCom will be visible during the introduction weeks of the HAN and the RU. Until October, they will also organise open events that are roughly representative of the activities of VSA Nijmegen. IntroCom will replace the introduction activities that used to be done by SunCom.

Concrete policy points:

98. IntroCom will have a stand at the intromarkets of the HAN and the RU in August 2023.
99. IntroCom will organise four activities between the introduction weeks and October, with the aim of letting new students get to know VSA Nijmegen and letting new members get to know each other.

## **2.4 Special Governing Bodies**

The statutes and bylaws of VSA Nijmegen describe the following special governing bodies and functions.

### **2.4.1 Advisory Council**

The advisory council will give the board of the VSA Nijmegen advice. The board can ask for advice, but the advisory council can also spontaneously give the board unsolicited advice. The board will keep the advisory council up to date about the association.

### **2.4.2 Audit Committee**

The audit committee checks whether the treasurer is keeping the finances in order. The committee will have access to all financial documents. The audit committee presents a report to the general assembly, which will let the general assembly know if the treasurer did their job correctly.

### **2.4.3 Confidential Contact Person**

The confidential contact persons (CCPs) help the VSA Nijmegen in creating a safe environment for all members. If members need a listening ear, or have questions, comments, or complaints, they can contact the CCPs. The CCPs try to give help or advice, share generalised issues and complaints with the board or advisory council, or can redirect members to a more appropriate person or organisation, e.g. the HAN or RU confidential advisors. Anyone contacting a CCP can remain anonymous. The VSA Nijmegen aims to have at least two CCPs, so that members have a choice in who they approach. The CCPs are appointed by the board, after asking the advice of the advisory council.

### **2.4.4 Arbitration Committee**

If there is a serious conflict between the board and the members, within the board, or between different members, that cannot be solved in any other way, the board or the general assembly can start up an arbitration committee. The arbitration committee will then try to solve the conflict. The advice of the arbitration committee is legally binding, which means that the arbitration committee is only used in extreme cases. VSA Nijmegen does not have an arbitration committee right now.

### 3. Communication & Tools

This chapter describes how VSA Nijmegen communicates with its members, with outside relations, as well as with the general public, and what tools it uses for communication.

#### 3.1 Language

The Dutch educational system expects an English reading skill between B2 (at the start of HBO education) and C2 (at the end of certain master's degrees). English will be the main language for all communication. We communicate in English at the B2-level as much as possible, including on social media and in our newsletter. Documents used only by the board might sometimes require a higher level. Generally speaking, Dutch translations are not provided. For Dutch language events VSA Nijmegen will provide an English description.

Concrete policy points:

- 100. VSA Nijmegen will communicate in B2-level English as much as possible.
- 101. VSA Nijmegen will provide an English description for Dutch-language events.

#### 3.2 Email

Email is the main communication channel between VSA Nijmegen and its members, which includes important messages about membership. There is one general email address ([info@vsa-nijmegen.nl](mailto:info@vsa-nijmegen.nl)) through which outside relations can easily contact the association. In addition to this, each board member and each committee has their own email address.

Concrete policy points:

- 102. All board members will check their email once a day.
- 103. The secretary will check the [info@vsa-nijmegen.nl](mailto:info@vsa-nijmegen.nl) address at least once a day and will forward emails to relevant board members or committees or add them to the agenda of board meetings.
- 104. The committee chairs will check their email once a week.

#### 3.3 Canva

Canva is used to design posts for social media in accordance with our style guide.

#### 3.4 Facebook

VSA Nijmegen uses its Facebook page to share individual events, important announcements about the association, and a monthly recap of events. Facebook is targeted at potential new members and potential event attendees. The visual design of posts is described clearly and step-by-step in our design guide to social media posts.

Concrete policy points:

105. The commissioner of internal affairs will publish events on Facebook immediately after they are published on the website.

106. The head of social media will post a monthly recap of events of the previous month in the first week of the new month.

### 3.5 Google Calendar

Events are published to our website and social media, but also to a Google Calendar.

Concrete policy points:

107. The commissioner of internal affairs will add events to Google Calendar immediately after they are published on the website.

### 3.6 Google Drive

Google Drive is used by the board and the committees for cloud storage and collaborating on documents. The drive contains sensitive information, including financial details and contact details for members, as such digital security is important. Security details are arranged in the separate Protocol for Google Drive Security.

### 3.7 Instagram

VSA Nijmegen uses its Instagram account as its main social media platform. On it, VSA Nijmegen shares overviews of upcoming events, important announcements about the association, announcements of new discounts, monthly recaps, and informative posts like news, holidays and special commemorative days, Member Monday and Vegan Fact Fridays, among other things. Instagram stories are used for promoting upcoming events, sharing recipes, live photos and videos from events, sharing content from partners and other miscellaneous topics. The visual design of the posts is described clearly and step-by-step in our design guide to social media posts.

Concrete policy points:

108. The head of social media will post an overview of upcoming events every other week.

109. The head of social media will publish events on Instagram stories immediately after they are published on the website.

110. The head of social media will post a monthly recap of events of the previous month in the first week of the new month.

111. VSA Nijmegen will post on average three times per week on Instagram and never more than one post per day (not including stories).

### 3.8 Linktree

Linktree is used as a way to provide Instagram-users with multiple links. Links include sign-up sheets for upcoming events as well as links to our membership form, committee sign-up sheet, website, and Facebook-page.

Concrete policy points:

112. The commissioner of internal affairs will add sign-up sheets for events to the Linktree immediately after they are published on the website. They will remove them after an event has taken place.

### **3.9 LinkedIn**

Our LinkedIn account is not used much. The main goal of having an official LinkedIn account is so that board and committee members can select our organisation if they want to add their volunteer work for VSA Nijmegen to their personal CV.

Concrete policy points:

113. Once the new board is installed, it will be announced in a post on LinkedIn.

### **3.10 Newsletter**

A newsletter is sent to all members of VSA Nijmegen with changing content every time, for example: updates about VSA Nijmegen, upcoming events, recipe recommendation, polls, important news related to VSA Nijmegen's core values, discounts, animal facts and any other veganism-related info. The platform of the newsletter should align with the GDPR (General Data Protection Regulation).

Concrete policy points:

114. The secretary will send a newsletter to all members every other week.

### **3.11 Press**

Press coverage can have a big impact (both positive and negative) on the reputation of the association. The board is responsible for communication with the press.

### **3.12 Promotional Materials**

Our key value of sustainability has a big impact on our policy regarding promotional materials. Free give-aways and gadgets are often thrown away and do not fit our idea of sustainability. This is especially true for clothing and other textiles, which often have a high environmental impact.

Concrete policy points:

115. VSA Nijmegen will ensure any promotional materials it produces are sustainably sourced.
116. VSA Nijmegen will not give promotional items away for free, it will not give away for free or sell any items of clothing, and it will only give away stickers and informational flyers after having thought about sustainability. Giving away vegan food does fit VSA Nijmegen's mission and values.



117. If VSA Nijmegen produces clothing or accessories to be worn by board members to make them recognisable, such items will remain the property of the association and will be handed down from one board to the next. These items must be produced sustainably and must be able to be worn by any person regardless of body type or gender expression.

### **3.13 Website**

The website is used to communicate with members as well as the general public. It presents an overview of upcoming events, an impression of past events, and a source of general information about the association. Moreover, it includes recipes created by the Cooking Committee, which the chair of that committee adds to the website.

Concrete policy points:

118. The board is responsible for maintaining the website and keeping the information on the website up to date.

119. The commissioner of internal affairs will publish events on the website at least ten days before they happen.

### **3.14 WhatsApp**

Group chats are used to communicate with members. There is one group chat that all members are invited to join. There is a separate group chat for all members, in which only board members and committee chairs can post about upcoming events and other important announcements. The board and each committee will also have their own group chats. There is also a group chat with the advisory council and the board. Finally, there is a group chat that includes all board members and all committee chairs. WhatsApp is used as the platform, because previous survey results show it is the most commonly used messaging app by far.

Concrete policy points:

120. At the end of the academic year, the board will check with members if WhatsApp is still the most popular messaging platform.

### **3.15 Zoom**

VSA Nijmegen uses Zoom as the default platform for hosting online events and meetings.

## 4. External Relations

This chapter describes the relation VSA Nijmegen has to other organisations.

### 4.1 VSA Netherlands and other individual VSAs

VSA Netherlands (VSA NL) is an umbrella association for vegan student associations based in the Netherlands. VSA Nijmegen is one of its founding members. There are currently ten existing VSAs and two new VSAs being set up. VSA NL allows VSAs to share ideas, allows individual VSAs to host national events together, and helps students set up new VSAs. VSA NL has its own Google Drive with resources for local boards.

Concrete policy points:

121. The head of national affairs will attend all General Assemblies of VSA NL; if they cannot attend, another board member from VSA Nijmegen will take their place.
122. The head of national affairs will read the statutes, bylaws and current policy plan for VSA Netherlands.
123. The head of national affairs will make sure they know which documents are currently available on the VSA NL Drive and direct other board members to the correct document when needed.
124. All new resources put on this drive are read by at least one board member.

### 4.2 Green Parties Meeting

There are several green parties which are active on the Nijmegen campuses. VSA Nijmegen is part of the Sustainability Network at the RU. This is a group of various green organisations on the RU campus, including Radboud Green Office, AGREEN, AKKU Sustainable, EcoTeam FNWI and Enactus, among others. Representatives of each organisation meet once a month to discuss possible collaborations. VSA Nijmegen will continue to be a member of this group and collaborate with other members on events. VSA Nijmegen is not a part of a network similar to the RU Sustainability Network at the HAN. VSA Nijmegen is open to collaborate with green parties at the HAN through the HAN Green Office.

Concrete policy points:

125. The head of sustainability aims to connect with the HAN Green Office in order to open up opportunities for collaborations at the HAN.
126. The head of sustainability will continue to be a part of the RU Sustainability Network in order to gain more insight into sustainability on campus and how to improve sustainable behaviour within our association.
127. The head of sustainability will encourage other campus organisations to include the plant-based protein transition in their sustainability goals.
128. VSA Nijmegen aims to organise an event at the HAN during a thematic week like the Green Week.
129. VSA Nijmegen will organise an event at the RU during the Radboud Impact Festival.

### **4.3 DEI Student Ambassadors Workgroup**

Radboud StudentLife is trying to increase inclusivity and diversity on the RU campus with the help of student organisations, like VSA Nijmegen. Their DEI Student Ambassadors Workgroup meets once a month to discuss this topic. Sensitive information may be shared. For instance, the head of inclusivity can share that a member has a certain disability, in order to ask the workgroup for advice on how to be more inclusive towards that person. The things that are discussed in these meetings are kept private, including the list of member organisations. Joining this workgroup helps us to improve our own inclusivity policies.

130. The head of inclusivity will be part of the StudentLife Workgroup Inclusivity & Diversity as a means of gaining more insight into inclusivity on campus and how to improve inclusivity within our association.

### **4.4 Other organisations**

VSA Nijmegen is open to collaborating with any other organisation on- and off-campus that shares its core values. Past partners have included Amnesty International Student Group Nijmegen, ProVeg, the NVV (Dutch Association for Veganism), HAN Voeding & Diëtetiek, student and study associations like NSHV and KNUS, and the Animal Save Movement.

## 5. Finances

This chapter describes how VSA Nijmegen handles the money that members entrust it with.

### 5.1 Administration

At the beginning of the year (September 2022), the treasurer of the third board presents a budget for the next year to the general assembly. At the end of the year (September 2023), the treasurer of the fourth board presents a financial report of the previous year to the general assembly. This financial report includes a comparison between the budget and the actual income and expenses, the current amount of money in the bank, and a more general look at the financial year. Prior to the general assembly, the audit committee has already gone over the books as well as the financial report. They give advice to the general assembly.

### 5.2 Income

Independence is a core value of VSA Nijmegen. That is why the main source of income will be contributions from members. For events that cost more money, committees can choose to charge participants. VSA Nijmegen is open to subsidies and sponsorships, but only if these do not threaten our independence.

#### 5.2.1 Contributions

VSA Nijmegen aims to keep contributions as low as possible, so anyone can join, regardless of their financial situation. The minimum contribution for a full year's membership is €10. For half a year it is €7. The board can allow members to not pay their contribution, if there is a good reason for that, like serious financial trouble.

#### 5.2.2 Event tickets

Events that are free to organise are always free to join for members. When an event is expensive to organise (like a bouldering workshop), committees can ask participants to pay a ticket price to join the events. This money is used to cover the costs. Ticket prices should be as low as possible to allow as many members as possible to join.

#### 5.2.3 Subsidies and sponsorships

If VSA Nijmegen accepts subsidies or sponsorships, it is important that the association remains independent. VSA Nijmegen can accept one-time subsidies or sponsorships, for instance from vegan charities, or RU StudentLife. Repeating subsidies or sponsorships are not accepted, because they put our financial independence in danger. For sponsorships, it should be clear what the other party gains.

### 5.2.4 Other Income

VSA Nijmegen accepts donations from persons, not companies. Someone who donates becomes a benefactor.

## 5.3 Expenses

When committees want to spend money on events or other committee work, the board must first approve the costs. Committee members who spend money for the association should send the treasurer the receipt, within two months. The treasurer will send the committee member the money back. Members will get the money back within two weeks after they send the receipt. If the member spends more than was approved, the treasurer may only pay back the amount that was approved. In order to be more sustainable, deposits (“statiegeld” in Dutch) on cans, bottles or crates may not be paid back. This is the same for purchases of plastic bags, they may not be paid back.

VSA Nijmegen also spends money on things like banking fees, office supplies, and promotion for the association.

The advisory council, the audit committee, and the confidential contact person(s) do not have access to any budget.

If there is a limit on the number of participants at an event for all members, the costs to VSA Nijmegen should be limited to €5. If the expected costs to VSA Nijmegen are higher, those costs should be covered by sponsorships, subsidies, or event ticket sales.

## 5.4 Bank account

Banks have large amounts of money that they invest. These investments can be against our core values. For instance, a bank can invest in an oil company or factory farm. So, for ethical reasons, VSA Nijmegen has chosen SNS Bank. SNS Bank is part of the Volksbank-collective, which scores highest with 93% on Eerlijke Geldwijzer<sup>4</sup>.

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<sup>4</sup> [eerlijkegeldwijzer.nl](https://eerlijkegeldwijzer.nl)

## Closing Comments

A board year is a long journey. Sometimes on the way you lose your way. The policy plan is there like a bright light to help you get back on track.

The Third Board

Cassian Alexandru - President  
Luke van Saane - Vice-President  
Sieben - Treasurer  
Dean van Altena - Commissioner

In collaboration with  
The Candidate Fourth Board

Pleun Scholten  
Victor Dupont  
Daan Hoekenga  
Rick Koenders  
Kjeld Bloemendal

