



Universiteit Leiden

ITIWANA

Policy 2022 - 2023

Study association of CA-DS

Study association Itiwana
Wassenaarseweg 52 (Kamer SB-07)
2333 AK Leiden

Telephone number: 071-5274025
IBAN: NL67INGB0006239697
info@itiwana.org

Table of Contents

PREFACE	2
BOARD DIVISION	3
COMMITTEE COMPOSITION	4
'FRIENDS OF ITIWANA'	5
SHORT EVALUATION 2021-2022	6
INCLUSIVITY	6
SUSTAINABILITY	6
COMMUNICATION	6
POLICY PLAN PILLARS	8
COMMUNITY	8
CARE	10
CHAIR	12
TREASURER	15
EDUCATION OFFICER	17
INTERNAL AFFAIRS OFFICER	18
EXTERNAL AFFAIRS OFFICER	19
COMMUNICATIONS OFFICER	20
COMMITTEES	22
ACQUISITIONS & ALUMNI COMMITTEE	22
ACTIVITIES COMMITTEE	23
COOKING COMMITTEE	24
EDUCATION COMMITTEE	25
FIRST YEARS COMMITTEE	26
ICA COMMITTEE	27
MEDIA COMMITTEE	29
PHOTO COMMITTEE	31
SURVIVAL COMMITTEE	33
BUDGET	35

PREFACE

You are about to read the Policy Plan of the Study Association Itiwana. We appreciate your interest and involvement with the Association. In this document, the Annual Policy of the 30th Board of Itiwana will be presented.

First, there will be an overview of the division of the Board and their functions within the Itiwana Committees. Then, there will be an overview of the internal and external contacts of Itiwana and a short evaluation of Board year 2021-2022. After that, the drafted Policy Pillars for Board year 2022-2023 will be explained and every Board Member will individually elaborate on the concrete steps they will take. The Committees and their plans will also be presented.

All the ideas in this Policy are plans drafted specifically for this year, 2022-2023. The general tasks and responsibilities of the Board Members can be found in the General Policy on the website of Itiwana (www.itiwana.org).

On behalf of the 30th Board of the Study Association Itiwana,

Des van Binnebeke
Chair 2022-2023

BOARD DIVISION

Name and Title(s)	Division of Committees		
Des van Binnebeke Chair	Guide of the First Years Committee	Contact WDO and WOM	
Eva van der Kooij Secretary	Education Committee, Travel Committee		
Bente Heydelberg Treasurer External Affairs Officer	AA-Committee, Media Committee		Confidential contact person
Nóra Pátrovics Internal Affairs Officer Vice-treasurer	Activities Committee	Clothing line	
Liselot Voordouw Communications Officer Vice-Chair	ICA Committee, Photo Committee	Clothing line	

COMMITTEE COMPOSITION

Acquisitions and Alumni Committee Bente Heydelberg Thirza van 't Rood Lin Hovenga Iza Blakendaal Nóra Pátrovics	Activities Committee Nóra Pátrovics Samantha Kolanga Yuvan Gupta	Education Committee Eva van der Kooij Yuvan Gupta Dumez Alexandre Vera van Bokkem Ana García-Casillas
First Years Committee Des van Binnebeke (Guide) Pablo Pandocchi Kenza el-Mansouri Iulia Maria Lazar Aditree Amin	ICA Committee Liselot Voordouw Alma Karavan Iulia Maria Lazar Ana García-Casillas	(LaSSA) Marthe Baalbergen (External)
Media Committee Bente Heydelberg Jelmer Sijperda Annika Krüger Char van Straten Linde Schouffoer Lo Mei Yan	Photo Committee Liselot Voordouw Tereza Ciglanová Xiu Yuè Lim Kim Meijer	Survival Committee Kim Meijer (External) Jelmer Sijperda Charlotte Vogt Marthe Baalbergen Alma Karavan
Travel Committee Eva van der Kooij Anne-Sophie Vermeulen Des van Binnebeke		

'FRIENDS OF ITIWANA'

WOM	WDO	A-TEAM
Igor Boog Sophie Fankenmolen Nadia Teunissen Merel de Schepper Margot van der Meulen Janita Sanderse Tessa Kremer Eslin Cohen Stuart Maarten Teunisse Lenne Michiels Samoa Greeve Caroline Auée Laure Lemeire Christien van de Pavert Manon Delhaas Lena Kwakman Veronie Rouschop Amber Tolboom Loes Moree Lin Hovenga Rémi ten Hoorn Char van Straten Kim Meijer Scott Leesberg Annika Krüger Marthe Baalbergen	Holly Zijderveld Katyanna Horvarth Agnieszka Marcinkowska Thirza van 't Rood Kim Meijer	Lin Hovenga Rémi ten Hoorn Roxanne Hendrix Char van Straten Kim Meijer

SHORT EVALUATION 2021-2022

The 29th board of Itiwana drafted three pillars: 'Inclusivity', 'Sustainability', and 'Communication'. After having discussed these pillars with my fellow board members, I, Des van Binnebeke, Chair of board XXX, will commence a brief evaluation of board XXIX's achievements regarding these pillars.

Inclusivity

In order to create a space where members of Itiwana felt comfortable to express themselves, Board XXIX drafted the pillar 'Inclusivity' which focused on creating a welcoming environment for all members. Board XXIX continued previous efforts to internationalize Itiwana by organizing activities and communicating with members in English, however we saw the same problems arise as in previous years. Internationals and Dutch students still liked to stick together in their respective groups but there was improvement compared to previous years. The confidant hour was in our opinion a great idea to make Itiwana more inclusive as people now had a place to talk about more serious topics. Board XXIX had a number of feedback opportunities in place for members to say what they wanted to happen with Itiwana like the sounding board dinners, the mailbox and surveys that were sent out. While these opportunities were useful, we do feel that among students there was not a lot of awareness about the ways in which they could give feedback.

Sustainability

The pillar 'Sustainability' was drafted by board XXIX to raise more awareness about climate change and lessen Itiwana's ecological footprint. To do this, board XXIX organized a sustainability fair focused on creating more awareness about sustainable living which was a success in creating more awareness about ways to live sustainably. The committees of board XXIX also had a great focus on sustainability in their activities. For example, the Travel Committee traveled by train, and the Iti-blog was delivered online instead of on paper. However, it was not always as easy to stay completely sustainable as single-use items are not completely avoidable when organizing activities.

Communication

XXIX drafted the pillar 'Communication' to focus on digitalization of Itiwana's communication methods in order to make them more accessible. One thing that we thought was a good thing done by board XXIX was the update of the website that made it fully English and thus accessible to English speaking students. The website also became easier to

use and more organized which we see as very positive. As we have mentioned above, we do think that there should have been more attention paid to creating awareness about feedback opportunities but overall, we think board XXIX did a good job making the existing communication channels more accessible to all members of Itiwana.

POLICY PLAN PILLARS

Based on the evaluation of the pillars established by board XXIX and our experience as members of Itiwana we have drafted the following pillars for board year 2022-2023: 'Community' and 'Care'. These pillars are important to us as we as students have experienced that having a place to feel at home within Leiden University is important, especially in current times where we are slowly emerging from the COVID-19 pandemic.

'Community' and 'Care' are closely linked because to have a healthy community within the CADS program is to care not just for one another as well as our surroundings.

We realize that the way we have chosen to give shape to these pillars is similar to the pillars drafted by Board XXIX and Board XXVIII. This is not done to criticize these boards but rather to build upon what they have done before us.

COMMUNITY

As a Study Association we want to create a place for students to feel welcome and at home. We want Itiwana to become a place where members feel like they can express themselves, come together and learn from each other. In order to achieve this, we aim to create an environment that is open and accessible to all and that represents all members of Itiwana.

The pillar of 'Community' is part of our attempt to continue the efforts of Boards XXVIII and XXIX to overcome the division between Dutch and non-Dutch students within Itiwana. A lot of progress has been made by these previous boards and we wish to nurture this change and help further the road to a community where every student can feel at home. This pillar also focuses on giving both students that want to expand their social life and students that want to expand their academic interests a space in which they feel that they are able to do so. And with this pillar we want to pay attention to those in the LGBTQIA+ community to make sure everyone feels welcome within Itiwana.

To further the creation of Itiwana as an international community we have the following concrete steps:

1. Promote the concept of student associations to international students.
2. Through equal promotion of activities amongst Dutch and international students we will encourage all members to attend activities in order to create a stronger bond between Dutch and non-Dutch students.
3. We will pay attention to non-Dutch holidays by posting them on social media and in the Hok.

4. We will organize activities that will allow students to share parts of their culture. An example of this could be a multicultural dinner where students can bring their favorite dish.

Concrete steps 'Community':

5. We will organize the Hok in such a way that it looks clean and open for people to walk in and spend time there. We will do this by making sure things are put away in their designated spots and we will regularly de-clutter the Hok.
6. We will extend the duration of the Hok Hours by one hour to give more members the opportunity to come to the Hok and encourage members to come to the Hok outside of the designated Hok Hours.
7. We will continue board XXIX's efforts to get feedback from members through the anonymous mailbox set up by board XXIV and the survey made by board XXIX. Furthermore, we will try to make students aware of the fact that the mailbox is available for them.
8. We will continue to organize the Sounding Board set up by Board XXVIII to get more direct feedback from our members. Our Chair and our Communications Officer will organize dinners like board XXIX where members of Itiwana can ask questions and express current concerns at least twice in the academic year.
9. We will create a 'Study Desk' in the Hok to allow students to study somewhere other than the couches.
10. To accommodate students that want to study while also being social we will organize 'Mega Mind Moments' where students can study together, exchange tips and motivate each other. We will also organize 'Brain Break' activities during exam periods to allow students to unwind.
11. After exam periods we plan to organize drinks and activities for students to celebrate that the exams are done.
12. Since we are a smaller board than previous boards we have decided to organize less activities and instead focus on making the activities we do organize as interactive as possible. This means that these activities will give ample opportunity for members to come together and socialize.
13. To create more of a community feel within Itiwana we will encourage our committees to organize a team-bonding activity together.
14. To create more of a community feel amongst our committees we will organize a Committee Clash throughout the year, this will be coordinated by our Communications Officer Liselot Voordouw. We will also organize a Committee day in the beginning of the year to allow committee members to get to know each other.

15. To normalize the use of different pronouns we, as a board, will aim to introduce ourselves along with our pronouns and encourage others to do the same if that is something they feel comfortable with.
16. Like board XXIX, We will have and maintain a fully stocked 'Period box' in the Hok where menstrual products will be available to take for anyone that may need them.

CARE

Along with nurturing a feeling of community amongst our members we want our members to feel cared for and cared about. Especially since we are slowly entering a post-pandemic world, we feel that it is important that students see Itiwana as a safe space where they can both experience the positives of studying while also feeling seen and heard when studying gets hard.

The concept of 'Care' is a broad concept with multiple aspects; we have chosen to highlight four of these aspects and formulate concrete steps for Itiwana to show more 'Care' toward their members.

The first aspect of 'Care' is care for disabled people. We feel that all members of Itiwana should be able to attend and enjoy our activities if they wish to and we as aboard want to help accommodate them.

The second aspect of 'Care' that we have chosen to highlight is especially important to us in post-pandemic times. Mental or emotional care is something that many students need now that the world is slowly opening up after the COVID-19 pandemic. Most students we know experience difficulty returning to the faculty and being an 'offline' student. We as the board of Itiwana want to ease this transition and be a connecting factor between the faculty and the students.

The third aspect of Care we want to highlight is Itiwana's 'Care' for their environment. In times of climate change, we, as a board, feel responsible to be as sustainable as possible when organizing our activities.

The fourth and last aspect of Care we have chosen to highlight is 'Care' for future careers. Many students in the program that we have talked to are not sure what they want to do after they have completed the bachelor program.

Concrete steps Care:

1. We aim to choose as many venues that are accessible to disabled people as possible when organizing activities.
2. We will organize the Hok in such a way that it is easy to navigate with a wheelchair.
3. When showing movies we will make sure English subtitles are available to accommodate people who are hard of hearing.

4. Like XXIX we will include a question in the signup sheet for activities in which we will ask students if they need any accommodations or if there is anything we need to be aware of such as light or sound sensitivity.
5. We want to continue the confidant initiative set up by board XXIX. Bente Heydelberg will be our new Confidential contact person in our board and she will have a set moment in the week where people can have one-on-one conversations and discuss more serious topics. We will also appoint a Confidential contact person that is not part of our board so that people with issues concerning our board members can tell them to a neutral person. It is important to note that the Confidential contact persons are not trained to handle larger psychological issues, in the instance where these problems surface, our Confidential contact persons will help look for professionals that can help. Our Confidential contact persons will have their contact information easily available in the Hok, on our website, and on our social media accounts.
6. Leading up to exam periods we want to give extra attention to giving tips on how to stay healthy and how to deal with stress. We will do this through social media posts, organizing related activities, and Hok Hours.
7. Outside of exam periods we want to organize 'self-care' activities where students can relax and take a break from studying. An example of this is a 'Spa day' where we will provide things like facemasks for students to use.
8. We aim to provide vegetarian friendly food at all our activities.
9. We will avoid high-waste products and try to avoid buying plastic one-use objects.
10. We will dedicate some of our blog posts to the subject of sustainability.
11. We will have activities that focus on caring for our environment such as a beach cleanup day or a workshop on how to minimize personal waste.
12. We will also minimize our use of paper by working digitally almost exclusively.
13. Through the Acquisitions and Alumni Committee we want to create more interaction between alumni and current students by organizing activities where alumni can tell current students what they do now and how they ended up in their current position. We hope to help current students get a clearer picture of their future by doing this.

CHAIR

Des van Binnebeke They/Them

Chair 2022-2023

As the board of Itiwana we believe that we have to create an open and welcoming environment for all students of CA-DS, this means that we have to be aware of our actions and the way they impact the members of Itiwana. As Chair it is my responsibility to remind myself and my fellow board members of this so we stay mindful of why we are doing this board year and for whom.

Tasks

1. I will guide the First Years Committee.
2. I will be the main person of contact between Itiwana, the WDO, the WOM, and the Institute.
3. I will be in contact with Career Services, SKG and the Program Committee.

Community

Concrete steps 'Community':

1. I will urge the First Years Committee to organize all activities in English and to pay extra attention to organizing activities that highlight different cultures.
2. In the annual planning I will do my best to keep the number of activities at a reasonable level so as to not overwhelm my fellow board members and our general members. I will take in account holidays, and exam periods to plan activities in such a way people have time to join and enjoy what we organize.
3. I will promote open communication and clarity between the Board of Itiwana and their members and alumni, through bi-yearly updates on our Pillars. These will be in the format of a short report describing what has happened in the last period.
4. I will continue the Sounding Board set up by Board XXVIII, together with Liselot Voordouw, our Communications Officer.

Care

Concrete steps 'Care':

5. I will make myself approachable to all members of Itiwana by having one-on-one contact with them in the Hok, in the hallways and during activities.
6. I will remind myself and my fellow board members to introduce ourselves with our pronouns and encourage others to do the same.
7. I will routinely check if the 'Period Box' is fully stocked.

8. I will talk to the institute and the faculty about the resources that are available related to mental health aid and make these more accessible to our members.

SECRETARY

Eva van der Kooij She/Her

Secretary 2022-2023

As the Secretary, one of my main tasks is to take up the role of contact person between the general members and the Itiwana board. I will make sure to be approachable and be in close contact with the general members, by checking the on- and offline mailboxes regularly and responding as quickly as possible. I will also be aware of the tasks of my fellow board members, in order to ask the more specific questions to the right board member, making sure that the general members do not need to wait for an answer for a long period of time. This is important because the building of a welcoming and inclusive community should be consistent in all our steps, regardless of it being organized events or daily interactions among members.

Tasks

1. I will be the Chair of the Travel Committee.
2. I will be the Guide of the Education Committee.

Community

Concrete steps 'Community':

1. I will be the contact point between the general members and the Itiwana board.
2. I will make sure that general members are redirected to the right board member when they have a specific question which I cannot answer.
3. I will make sure that the secretary position will not solely be feasible for people who speak Dutch. I will do this by, for example, translating the documents that are in the public files.
4. I will ensure to stay in close contact with the secretaries of the committees by making a group chat, in which it is possible to share ideas and ask questions.

Care

Concrete steps Care:

5. I will make sure that the notes from the board meetings are taken care of in such a way that we can be as transparent as possible about what is being said during the board meetings.

TREASURER

*Bente Heydelberg She/Her
Treasurer 2022-2023*

As the Treasurer of Itiwana, my main priority will be to establish a well-financial year for the organization. In order to establish such, I will communicate transparently with my fellow board members by notifying them weekly, during the board meetings, on any and all financial changes or updates. I will also schedule a monthly appointment with the Chair, Des, and the Vice-Treasurer, Nora, to go over the financials in more detail.

Right before the switch of boards, board XXIX switched Itiwana from ING to Triodos bank. As the new Treasurer I will ensure that Itiwana will get accustomed to the new bank and have a good relationship with them.

As Treasurer I will ensure that we allocate a budget to the committees as well as the Hok Hours to allow activities which can reinforce and support our pillars: 'Community' and 'Care'.

Tasks

1. I will be the Chair of the Media Committee.
2. I will be the Chair of the Acquisitions and Alumni Committee.
3. I will be the confidential contact person of Itiwana represented in the board.
4. I will have monthly meetings with the chair, Des van Binnebeke, and the vice-treasurer, Nóra Pátrovics.

Community

Concrete steps 'Community':

1. I will ensure that the budget indicated for the 'office' has enough money allocated towards the Hok and Hok activities in order to create an environment which is approachable to all Itiwana members.
2. I will aim to create a small community in both committees I will be the Chair of by having dinners with them and other bonding activities.
3. I will also, through my role as confidential contact person, create a safe environment within the community to help students struggle with their issue within my scope of expertise, and otherwise refer and advise them to seek help somewhere else.
4. This year I will, together with the communications officer, Liselot Voorbouw, oversee the possibility of getting a new camera for Itiwana. This will be a decision carefully considered, and will only be done if the financial means are there and everyone is in agreement. A new camera gives us the opportunity to take pictures of our events and promote Itiwana on social media.

Care

Concrete steps 'Care':

5. I will also make sure that the treasurers of each committee are trained and confident in their abilities regarding the finances of their committee. I will make sure to always be available to anyone who is still in doubt or needs any other help.
6. I will ensure that all the board members and chairs of committees are up to date on their finances by having monthly meetings with them. This will allow them to have the freedom to organize activities that will still be possible within their budget.
7. I will further allocate a budget for the committees and Hok Hours who then have the opportunity to promote self-care, future care, environmental care, and care for the community.

EDUCATION OFFICER

Board XXX unfortunately does not have enough members to appoint an Education Officer. We have decided to divide the tasks of the Education officer amongst the other board members. Therefore, this year our Communications Officer, Liselot Voordouw, will organize the book sale. The Education Committee will be chaired by Benjamín Maldonado and guided by Eva van der Kooij. Des van Binnebeke will be in contact with Career Services, SKG and the Program Committee.

INTERNAL AFFAIRS OFFICER

Nóra Pátrovics She/Her
Internal Affairs Officer 2022-2023

As the internal affairs officer, I will be responsible for regularly checking in with my fellow board members, in order to make sure that we can manage the plans that we make and that the actions we take are in harmony with our pillars. I strive to organize activities (i.e., Hok Hours) where students feel comfortable and welcomed, and where they can have fun together.

Tasks

1. I will be the Chair of the Activities Committee.
2. As Vice-Treasurer, I will support our Treasurer, Bente Heydelberg, when needed.
3. I will be responsible for checking in with the other board members regarding our pillars.
4. I will organize the Hok Hours and the Iti drinks.

Community

Concrete step 'Community':

1. I will organize two Hok Hours a month, ones where students can play games (board games, card games), and a Hok Hour with a different kind of activity, e.g., watching a movie or having a study session.
2. During the meetings I will encourage our board to have bonding activities with their committees.
3. I will organize a bonding activity for our board.
4. I will organize a committee day.

Care

Concrete steps 'Care':

5. I will pay attention so that our activities are accessible to all students. For example, by making sure that everything is in English, making sure that activities are accessible for students with disabilities, and by working together with our treasurer, making sure that our activities are accessible for students with a more difficult financial background.
6. I will pay attention to organizing our activities to be as sustainable as possible. For example, by trying to produce less waste and using sustainable products where it is possible.
7. I will pay attention to having vegan food at our activities, and make sure that we ask students about their allergies, food-intolerances.

EXTERNAL AFFAIRS OFFICER

Bente Heydelberg She/Her
External Officer 2022-2023

As the External Affairs Officer, one of my main tasks is to sustain our current relations with sponsors while simultaneously acquiring more as well as keeping in close contact with our alumni. I will do so with the help of the Acquisition and Alumni committee. I will aim to contribute to both our pillars 'community' and 'care' by maintaining our community and allowing it to grow while simultaneously promoting care. Our pillar of care encompasses care for inclusivity to care for the environment.

Tasks

1. I will be the Chair of the Media Committee.
2. I will be the Chair of the Acquisitions and Alumni Committee.
3. I will act as the confidential contact person represented in the board.

Community

Concrete steps 'Community':

1. I will aim to create a welcoming environment for everyone in the Hok regardless of the students gender identification, race, sexual orientation or any other characteristics.
2. I will work together with my committees, the Media Committee and Acquisitions and the Alumni Committee, to further on promote 'Community'.
3. I will also, together with the Acquisitions and Alumni Committee, aim to maintain a good relationship with alumni and sponsors.
4. I will contact new sponsors who approach 'Community' similar to us by researching their contributions to different communities and the environment.
5. I will aim to acquire 2 more sponsors with sponsors that align with our pillars 'Community' and 'Care' besides keeping in close contact with the already established sponsors. I will do so by doing research on their approach to the community, environment and other concepts within 'Community' and 'Care'. It would allow us to provide for more activities for Itiwana's members, and it therefore allow for more bonding between members and grow the community.

Care

Concrete steps 'Care':

6. I will make sure to be approachable and be in close contact with the general members.
7. During activities and on our social media pages, I will ensure the use of environmentally friendly products and promote their use.

COMMUNICATIONS OFFICER

Liselot Voordouw She/Her

Communications Officer 2022-2023

As Communications Officer I will be responsible for managing the social media accounts. I will make sure that through the promotion of any and all activities our pillars will be upheld and clear. The pillar of care contains the concepts of care for the environment as well as self-care and care for each other. It is of the utmost importance to me to make sure all of our members know what is available to them and how they can make use of the opportunities we will strive to create.

Tasks

1. I will be the Chair of the ICA Committee.
2. I will be the Chair of the Photo Committee.
3. As Vice-Chair I will support our Chair, Des van Binnebeke, when/if needed.
4. I will organize the book sale.

Community

Concrete steps 'Community':

1. I will make sure that communication within Itiwana is as clear as it can possibly be as to make sure that members know what is going on in the upcoming weeks or months. I will do this through sending out weekly emails and promoting the activities we will organize on the social media pages.
2. I will urge the promotion members of each committee to uphold our goal to be inclusive. This could for example be by putting accessibility notes in our proportion posts on social media, so members can note if anything would be inaccessible for them.
3. I will continue the Sounding Board set up by Board XXVIII, together with Des van Binnebeke, our Chair.
4. Each month I will come with five challenges for the committee clash which will be included in a column in the Iti-week email. This idea is based on the Iti-88 started by board XXIX and I will take inspiration from the challenges they came up with as well as come up with some of my own.
5. I will work closely with the Media Committee including what they have been working on, including for example a link to the podcast episode or a sneak peek of the blog post in the Iti-week.
6. This year I will oversee the possibility of getting a new camera for Itiwana. This will be a decision carefully considered, and will only be done if the financial means are

there and everyone is in agreement. To ensure this I will closely work together with our Treasurer, Bente Heydelberg.

7. I will always strive to convey that everyone is welcome.
8. The promotion corner and pin board I will use to make sure that everyone is up to date on activities that board XXX and our committees will organize.
9. Together with Nora I will work on the clothing line. We aim to realize two lines this year, one around Valentine's Day and one around the big Iti-trip at the end of the year. We will also look at the possibility to create a regular line, with the help of some former board members to bring some items back as well as designing some new ones.

Care

Concrete steps 'Care':

10. As a continuation of the boards before, the weekly email I will send to all our members, the Iti-week, will promote our activities around care clearly, as to make sure people know how they can participate. Differently from other years, the weekly email will also include a short part written by me about what happened that week and as mentioned before will have a column that has the committee clash challenges for that month.
11. I will promote the fact that we have a confident contact person to talk to clearly and accessible on our social media Platforms as well as in the Iti-week. I will put the contact information of Bente Heydelberg at the end of the Iti-week as well as mentioning it on social media through the posts I will make.
12. I will promote the Faculty career orientation day on social media and during activities, to make our students more aware and involve them more in the career options they will have when being finished with their studies. Through social media and our Media Committee I will also aim to inform students of their career options by highlighting a different career path each month trough for example our social media channels, a podcast episode or blog post.

COMMITTEES

Below is an overview of the Committees of Itiwana and their plans for Board year 2022-2023.

ACQUISITIONS & ALUMNI COMMITTEE

The Acquisition & Alumni Committee has two goals. First of all, bringing in new sponsors through whose financial support our activities and plans can be financed and realized. They also maintain contact with Alumni and send out an extensive newsletter four times a year, in which we also promote our Alumni activities.

Community

Concrete steps 'Community':

1. We will send a newsletter to the alumni four times a year.
2. We will organize two activities, one of which will include Alumni as well as current members of Itiwana.
3. We will organize events for alumni and fellow anthropologist students to inform students about the (job) opportunities as an anthropologist and their role in the community.
4. We will maintain active contact with current and new sponsors to strengthen our relationship with them. We will organize activities in cooperation with current sponsors as well as new sponsors by trying to see if we could have a field trip to inform students more about several job opportunities or different areas of expertise.
5. We will approach organizations and companies for sponsor deals that can be useful in terms of integration of international students in Leiden/The Netherlands in general or that have to do with the rights of minorities to increase inclusion for all our members.
6. We will ensure good communication within the committee and to external actors to ensure close relationships.
7. We will keep the rest of the board updated in order to make sure they are aware of the status of the sponsorships as well as any upcoming activities organized by the Acquisitions and Alumni Committee.

Care

Concrete steps 'Care':

8. We will organize one activity for both current students and alumni to engage and discuss the matters of career choices and future care.
9. We will make sure to research any possible new sponsorship in order to only work together with companies or organizations that share our care for the environment and only contact sponsors that align with sustainable ways of working.

ACTIVITIES COMMITTEE

The Activities Committee will be organizing some of Itiwana's yearly events, such as the prom and the open mic night, among other activities.

Community

Concrete steps 'Community':

1. With our activities, we will try to attract as many students as possible, by organizing activities that we think could be interesting for most people. We will make sure to promote the activities as much as possible (i.e., on social media, in group chats, during lectures)
2. We will organize the 'Iti-national Dinner'.
3. Instead of ten we will organize seven activities, of which three will be larger, such as the prom, and four will be more low maintenance activities.
4. We will make the activities as accessible, inclusive, well-promoted, and well-planned as possible by focusing on clear communication in our promotion and sign-up forms.
5. The Chair of the Committee will organize a bonding activity for the committee.

Care

Concrete steps 'Care':

6. We will organize a beach (or other) clean-up day.
7. We will organize a 'self-care' activity, focusing on mental wellbeing.
8. We will try to choose the most sustainable tools for our activities.

COOKING COMMITTEE

As mentioned previously in this document we have decided to organize less activities this year. In line with that we have decided to not have a Cooking Committee this year. We have decided to disband this committee because we found that the committee itself did not have many activities that it had to organize. We do however aim to organize activities through our other committees that are centered around food and cooking.

EDUCATION COMMITTEE

The education Committee will be organizing all educational activities this year. We want this committee to organize activities with themes that are wider than the curriculum that is provided by the university to give students a broader idea of what anthropology can entail.

Community

Concrete steps 'Community':

1. We want the participants in this committee to feel close and trust each other, therefore we will try to plan at least one team building activity at the beginning of the year.
2. We want to invite speakers from different educational and cultural backgrounds in order to represent all members of the anthropological community.
3. During activities we will give our members the floor to engage in discussion and participate to whichever extent they feel comfortable with.

Care

Concrete steps 'Care':

4. After activities we want to ask participants for their feedback and incorporate it into the planning of our next activity.
5. We will ask our speakers to tell our members a bit about how they ended up in the field they are in now so our members know their options after completing the CADS program.
6. We will organize a career panel, where we will invite people that have found a career outside of anthropological research.

FIRST YEARS COMMITTEE

Three activities directed towards current first years that this Committee organizes include: the First Years Weekend, the Parent's Evening, the Teacher's Activity and the Easter Brunch. The Guide, Des van Binnebeke, will not (officially) be part of the First Years Committee, but always available for questions and assistance and the mediator between the Board and the Committee.

Community

Concrete steps 'Community':

1. One committee member will be suggested to join the Itiwana sounding board, because they can give direct feedback from their interactions with other first year students.
2. A collaboration with the Activities Committee and the institute for the Teacher's Activity is encouraged, so there will be a larger budget and more teachers available.
3. The parent-evening will be held partially online so as not to exclude international student's parents.

Care

Concrete steps 'Care':

4. The Chair of the First Years Committee will be trained by having a one on one meeting with the Guide, Des van Binnebeke.
5. The state of affairs of the Committee will be communicated with the Board via the Guide.
6. The First Years Committee of 2022-2023 will be encouraged to meet up with the First Years Committee of 2021-2022 for inspiration and tips.

ICA COMMITTEE

The ICA is the semi-scientific magazine of Itiwana. The magazine connects the study of Cultural Anthropology and Development Sociology with the association and is published twice a year. Publishing this magazine will stimulate Itiwana members to think about anthropology related issues. The ICA also functions as a platform to present Itiwana to external parties.

Community

Concrete steps 'Community':

1. We will continue to manage the Instagram page for the ICA. This will help make the ICA better known among the members and external parties. We will use this platform to promote the magazine as well as give some previews and share other content that relates to the theme of the magazine at that time. If we email authors we can share our Instagram page to show what the ICA magazine entails.
2. We will continue to organize a photo competition. The winning picture will be published in the rubric 'In the Picture'. By organizing the photo competition, the ICA will be a subject where members can talk about. The ICA will be more known among members and they are more likely to read the ICA.
3. We will have weekly meetings. This will create a close bond between the committee members. In these meetings we can discuss the topics and we can collaboratively work on the magazine.
4. We will organize committee bonding moments, to ensure that the members who are making the ICA work well together and can work towards becoming part of the community.
5. Members can choose if they want to receive the second publication of the ICA magazine as an online edition or a hard copy. This will reduce printing costs and paper waste.
6. We will work together with the Media Committee to try and link some of the subjects. For example to get one of the authors on the podcast to talk about their article and in turn also promote the ICA at the same time.

Care

Concrete steps 'Care':

7. We will create a magazine with a great diversity of content to make it interesting for the readers. We will not only publish written articles, but we also make sure that people know why we chose certain articles or authors in order to create a more complete picture of the two themes we will choose this year.

8. We will aim to, just like some of the boards before us, make a short documentary on the theme of the ICA.
9. We will make sure that the topics we choose for the ICA will be connected to our pillars: community and care.

MEDIA COMMITTEE

The Media Committee was introduced last year by the board XXIX with the aim to share entertaining content on social media platforms and to continue the Iti-blog: Bulletin. This year we will continue with the efforts of the previous boards and continue with the blog, engaging on social media but also to start the podcast. The podcast will be a further extension of the efforts to engage with the Itiwana members outside the university. The podcast will aim to provide information and education while simultaneously bringing entertainment to its listeners.

Community

Concrete steps 'Community':

1. We will aim to further extend our efforts to create a community-like feeling within Itiwana through the blogs, engagement via social media, and the podcast.
2. We will approach students of different years, staff and Alumni to contribute to our digital Bulletin and all other platforms whether that be through an interview, recorded discussion or any other medium the interviewee feels comfortable with.
3. We will work closely together with the Communications Officer, Liselot Voordouw, to use visual social media platforms such as YouTube and Instagram to promote our events, blog and podcast.
4. We will also refer to new Itiwana social media platforms, such as Spotify and Apple Music, as mediums to display the podcast. This will open Itiwana and its members up to more diverse content.
5. As Chair of the Media Committee, I will, together with the committee, create a blog and podcast that will inform and promote different communities and the community feeling within Itiwana.
6. The Media Committee will closely work together with the Photo Committee to create the bulletin, which has been a vital part of Itiwana for years. As the Media Committee derived from the bulletin, we wish to continue this tradition together with the Photo Committee. However, instead of having an issue every quarter, we will have one final bulletin at the end of the year, similar to a yearbook.

Care

Concrete steps 'Care':

7. We will aim to discuss all forms of care, to raise awareness, as previously mentioned in this policy: care for disabled people, mental and emotional care, environmental care, and future care.
8. To continue the efforts of board XXIX, we will publish the bulletin online rather than print it on paper.
9. Our Media Committee will discuss or inform its audiences about the history or current issues faces by minorities.
10. With our new board, we unanimously decided to terminate the Cooking Committee, however we believe that food is an important part of our daily lives and therefore want to continue promoting eating healthy (and cheap). We will therefore, together

with the Media Committee, publish a recipe student budget friendly and healthy on a monthly basis.

PHOTO COMMITTEE

The Photo Committee has grown a lot the last few years. During board XXIX the bulletin has been transitioned to an online platform in the form of a blog. This results in the Bulletin Committee becoming the Media Committee which included the Photo Committee. This year the Photo Committee will be a separate committee again, just like before board XXIX, but will still work together with the Media Committee, seeing that this year our aim is to build on the success of the former Boards regarding the Photo Committee. Besides taking pictures at every activity, we will host a Photoshop course and a trip to a museum.

Community

Concrete steps 'Community':

1. To improve the feeling of community within the community we will be organizing activities to bond and get to know each other better.
2. Continuing on the effort of board XXIX we will organize a photo workshop. This will help create a closer committee as well as make people more sure in their abilities to take pictures which will improve the quality of the pictures taken.
3. Just like the previous years, we want to stay in contact with members when it comes to privacy. We want to make sure that every member is comfortable with the photos that have been selected and uploaded. We will be easily accessible and we will listen to members if they want a photo to be removed.
4. We will continue taking Polaroid pictures at the bigger activities such as Itiwana's prom.
5. If all of the members on the photo are comfortable with it we will put the polaroids taken at activities in the h
Hok. By doing this we will aim to create an environment that shows off our community as well as the people in it.
6. I will be making aftermovies of the big activities such as the study trip. These after movies will be posted on our website as well as our social media pages. Before doing so we will ask permission from the people in the video to post it.
7. The members of the Photo Committee and the board are the only members who are allowed to hold the Itiwana camera. They have signed a contract.
8. We will aim to take as many different pictures of as many different members of Itiwana. Therefore it is important that every one of the members is present, if possible.

Care

Concrete steps 'Care':

9. I want to have a clear division of tasks within the committee so that everyone is aware of what they have to do.
10. The pictures taken at activities will be sorted out within one or two weeks after each activity.
11. The pictures taken at activities will be added to the archives and uploaded to Mediawana. When pictures of a big activity have been uploaded I will post this on Instagram, Facebook, and in the Iti-week to promote Mediawana.

SURVIVAL COMMITTEE

Each year the Survival Committee organizes a Survival weekend and a Hitchhike weekend. During the Survival weekend we sleep in tents, we prepare our food on open fire and we need to make ends meet with everything that nature has to offer us. A survival weekend is a great opportunity for members in different years to engage with each other and come together. During the hitchhike weekend all participants hitchhike their way to a location where the rest of the weekend will be spent. Hitchhiking is a great opportunity for smaller groups of students to

Community

Concrete steps 'Community':

1. We want to plan at least one, possibly survival related, activity for the committee members to do together and connect with each other.
2. We will try to make the Survival Weekend and the Hitch-hike Weekend a positive experience for both Dutch and non-Dutch students. For example, by giving the opportunity to team up non-Dutch students with Dutch students and thus improve the connection between Dutch and international students.

Care

Concrete steps 'Care':

3. We will travel to our locations as sustainably as possible. We will for example look into travel by train instead of by car since this has been proven to be a positive experience during the Travel Committee's trip to the Czech Republic in 2022.

TRAVEL COMMITTEE

Like in previous years, the Travel Committee will be responsible for organizing the annual Study Trip. In 2023 the Travel Committee will once again organize a fun and interesting study trip. The announcement of the destination for the trip will take place in November 2022 and registration for the trip will open shortly after that. In between the destination reveal and the moment of departure, two information evenings will be organized to prepare all participants for the trip. After the trip we will organize a reunion. The goal of this trip will be to broaden our anthropological horizons by exploring another country and its culture.

Community

Concrete steps 'Community':

1. Since planning the trip is a big responsibility within Itiwana, we want the committee to feel like a close knit group. To achieve this we will try to have as many meetings in an informal setting and we will try to have at least one team building activity planned for the committee members.
2. We will make sure all information is communicated clearly and on time to participants so that everyone has enough time to prepare.
3. Before the trip takes place we will try to set up an evening where all participants can get to know each other.

Care

Concrete steps 'Care':

4. We will look into sustainable travel methods since this has proven to be a positive experience during the Travel Committee's trip to the Czech republic in 2022.
5. During the trip we will make sure to use as many reusable and sustainable products.
6. We will look into possibilities to give back to the communities we visit, either through supporting local businesses or by organizing a day of volunteer work. As anthropology students we are aware that certain volunteering activities do more harm than good to a community. Therefore, we will carefully choose the activity we are going to do, making sure that it will benefit the community.
7. A survey will be sent out asking those that go on the trip if any accommodations can be made for them with respect to possible disabilities.

BUDGET

The Budget will be published on www.itiwana.org after the General Assembly: Policy Presentation.

Go to www.itiwana.org > Itiwana Report & Policy > Board XXX, 2022-2023.