

STUDY ASSOCIATION BUSINESS ANALYTICS

SABA

VRIJE UNIVERSITEIT AMSTERDAM

---

# Policy Plan

---

*Candidate Board:*

Kris Winnubst CHAIRMAN

Thomas Kusters VICE-CHAIRMAN

Ruurd Buijs TREASURER

Iasmina Erdelean SECRETARY

Charissa Kertowidjojo INTERNAL RELATIONS

Jamie Kan EXTERNAL RELATIONS

September, 2018



## **Preface**

In 2017 the study association for Business Analytics (SABA) was founded and the first steps of developing into an official association were taken. The first year already showed a great promise in an association specifically for data and business analytics. The candidate board of 2018 – 2019 has constructed a policy plan for the next three years (2018 – 2021) in which the vision and guidelines for SABA will be described. Each board member has written a section specifically related to their position and together we have combined these parts in this policy plan.

# Contents

<b>1</b>	<b>Chairman</b>	<b>3</b>
<b>2</b>	<b>Vice Chairman</b>	<b>4</b>
2.1	Personal aims . . . . .	4
2.2	SABA in three years . . . . .	4
<b>3</b>	<b>Treasurer</b>	<b>5</b>
3.1	Financial status . . . . .	5
3.2	Personal aims . . . . .	5
<b>4</b>	<b>Secretary</b>	<b>7</b>
<b>5</b>	<b>Internal Coordination</b>	<b>8</b>
<b>6</b>	<b>External Relations</b>	<b>9</b>

# 1 Chairman

As chair(wo)man I would like to incorporate and focus on two main subjects: structure and continuity, and the creation of a broad platform of and for BA students. Structure and continuity are closely affiliated and create an efficient and solvent association. With the right structural foundation, both board and committees operate better. When the basis of the committees is consistent, such as documentation, internal communication and contact with the responsible member of the board, the study association will be approachable and productive.

A broad platform for BA students is one of the most important reasons SABA was founded. In previous years it was evident that this platform was desired. In cooperation with the Alumni association (Alubwi), we would like to build upon the many opportunities that the students and alumni of BA offer. In this platform we would make it possible to share information that is relevant for students both inter and intra year, and utilize the educational and social purpose of SABA.

In the next chapters you can read an elaboration on specific topics that the board considers crucial for the development of SABA. The vision of an advanced study association can only be accomplished by collaboration and support of its members. The approval of this policy plan on the General Members Meeting ensures that the board of 2018-2019, future boards of SABA and all current members agree upon the objective of SABA.

## **2 Vice Chairman**

### **2.1 Personal aims**

The role of Vice Chairman is a new addition to the board, initiated by the first board of SABA. The qualities, tasks and aims for this particular role are still pretty vague, and this year it is one of my responsibilities to shape this role into a true addition not only to the upcoming board, but also all the boards after that.

The main responsibility given to the seat of Vice Chairman is connecting with all other study associations, both at the VU and other universities. I will keep contact with as many boards as possible, and make sure events are organized with members of multiple associations. This is a great way to broaden your network, and also give more ambiance to events like parties, since they can be more elaborated.

Another big responsibility for me, which is related to the previous one, is the guidance of the drinks committee. The aim is to have a total amount of (at least) 12 drinks or parties until the summer break. Not only at the VU, but often at a bar somewhere in the beautiful city of Amsterdam. I want to set up a steady committee, where drinks will be visited regularly by many people, and parties are all sold out. Drinks and parties are one of the most important parts of marketing for the association, so no profit is desired.

The last aim for me would be to bring the board closer, and if someone has some irritations about anyone in the board, I will listen to them and search for a solution. I also want to attend meetings of different committees, and give tips to each of them, based on the others.

### **2.2 SABA in three years**

SABA is of course still a young association and there is still much room for improvement and refinement of traditions and practices within. In three years, all students of BA will have come in touch with SABA from the moment they begin their study. The association will grow immensely because of this. The increase in members will ask for a professionalization, but on the other hand will also make for a bigger crowd at all events, and thus for an association that has more to offer for every BA student. Every student should be treated in the same way and there should be a low threshold to join all activities.

## **3 Treasurer**

### **3.1 Financial status**

Currently, SABA is financially healthy, yet there is no financial accounting system or other form of administration. Since we consider it vital for the association to be transparent to our members, we consider it a priority to set up such a system. The main objectives to consider during the design of such a system would be:

1. Transparency
2. Efficiency
3. Security

Since SABA is not obliged to pay taxes right now, we are not by law required to register receipts of expenses. However, for the sake of a complete and transparent administration, we will register the receipts anyway, and also ask all members to attach them with the declarations.

Furthermore, there are currently 3 methods of payment accepted by our association: By iZettle, by Tikkie and by cash. We intend to keep this variety of payment options for the coming years. We also want to add a fourth option: A payment system integrated within the login functionality on our website. This payment system should eventually replace some of the current means of payment, especially for trips (e.g. intro weekend and ski trip) and the membership fee.

### **3.2 Personal aims**

I will personally monitor SABA's financial position during the year. The first thing I will focus on is a clear overview of all cash flows, and a formal administration of these. I will also look for options to secure SABA's funds, such as a savings account with limited access or a book committee. The budget presented at our inaugural GMM will be based on last year's revenue, but will be a temporary version, since more financial insight and consult with committee treasurers will be necessary for a robust budget.

I will personally engage in selecting good and trustworthy treasurers for the individual committees, and look forward to working closely with them. I will pursue a balance between the desired autonomy of the committees, and

my duty to monitor the financial position of the association. I will make sure to be able to intervene in time should the latter be in danger at any moment.

## 4 Secretary

Communication is the bridge between confusion and clarity. Thus, the communication between board members should be excellent in order for SABA to function at the highest level. Besides that, the board also strives to maintain and improve their relation with the Business Analytics professors and other concerning faculty staff.

The members room is at the epicentre of every student association. This is where members meet, borrels and parties are held, and decisions regarding the present and future of the association are made. Regarding the SABA room, the board wants to invest more time and resources in order to assure a space that is welcoming to our members and that contains all the necessities. Efforts are underway in upgrading the room with some more furniture, a whiteboard and some board games.

Furthermore, extensive work will be done in the promotional area, with its strongest tools being SABA's media platforms and website. With the help and creativity of the newly created Media & PR committee, these goals will be achieved. We strive to make the website a necessity for every member or Business Analytics student by offering all the academic and non academic information related to SABA and Business Analytics. By using these tools we strive in making SABA a brand, in such a way that other study associations achieved.



## 5 Internal Coordination

As mentioned previously, the occupation of committees is an important aspect of any healthy association. This is an important topic for the whole board, but particularly for the position of Chief Internal / Coordination. The communication and management of the committees has to be clear and efficient. This means that the committees ensure the Chief Internal of daily updates on their hosted events. For any ambiguity or extra guidance, the board guarantees their availability (which becomes easier by communicating to the Internal). For the upcoming year, SABA pursues the benefit of having different students in their committees. The involvement of students from all years, Dutch and/or international, improves the reach of a committee and thereby expands the accessibility and gain of members of SABA.

Furthermore, the goal for SABA will be to have well attended activities and trips. We will aim for a traditional trip that we take every year (e.g. ski trip) but will also develop multiple ideas for city trip or study related trips. Another yearly event of SABA will be the introduction weekend for first years. This academic year, 2018 - 2019, is the first time SABA hosted such an event and the start of an annual tradition. The purpose of this event is to bring all the first years together, inform them why SABA is relevant for them but above all provide them with an excellent kick-off of their life at university. As our focus does not lay upon first years only, SABA will organize other trips for second year, third year and master students likewise.

Additionally, the Chief Internal aims for frequent evaluation among the members that are active in the association. The goal of the evaluation is that these volunteers feel appreciated and that the committees stay approachable and desirable to join. Through this type of communication the board will strive to fulfill the wishes of the SABA members.

## 6 External Relations

Sponsors are crucial to a successful study association. That is why the board wants to dedicate this year to bring the first few big companies to SABA. The plan is to offer different types of options in sponsoring. For example, it is desirable to get at least two big companies every year that want to endorse SABA in return for promotions, like having their logo on the SABA website. In the near future, a clear overview of what we can offer companies will be available.

It is important to remember the grounds of foundation of this association: to support BA students in terms of their study and career. That makes job offers and internships very important and as Chief External I want to make sure all possibilities are available and known to the students. It is beneficial for both companies and students when SABA can help guide students towards the first step on their career path.

The target will be to have at least two main career events annually and around four smaller company events. Welcome to your Future and the Career Fair have been a success in the previous year, so we want to keep organizing these events to connect several companies with SABA members. These events are an excellent opportunity to orientate and to participate in useful workshops. A smaller event would create a more intimate setting to meet and ask question to employees of companies affiliated with data and business analysis.