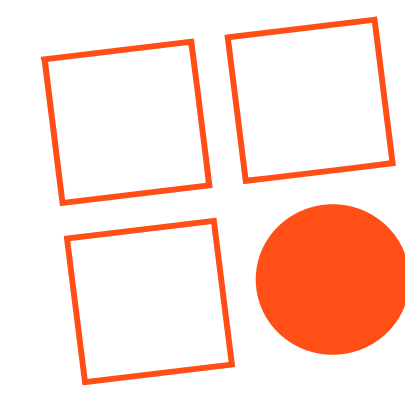# ANNUAL REPORT
18th Board - Onward Orange
2018 - 2019

Study Association Industrial Design Lucid
Eindhoven University of Technology
Department Industrial Design

Kay van den Aker, Charlaine Janssen,
Cyril Mengin, Sammy Oor,
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Tjeu van Bussel

Annual Report 2018 - 2019
Study Association Industrial Design Lucid

PREFACE

Hello!
We are the Eighteenth Board of Study Association Industrial Design Lucid. This year, we had the honor to lead this amazing association and bring it to the next level. As the 'Onward Orange' Board, we focused on moving Lucid to Atlas, on improving the policy structure, the finances and the communication channels of the association, and on tailoring our activities to the members, the companies and the curriculum.

When we look back at this year, we see not only an incredible year with a lot of amazing activities but also tremendous change. We as an association have come to a level of stability where the focus of the Board can move from a 'surviving' towards an 'improving' perspective, which we definitely did this year. We worked hard on the structure of the policy and on a knowledge transfer platform, to keep the association on this level and prevent upcoming boards to reinvent the wheel every year. We are proud of our successors and already see how much the new policy and knowledge transfer guides them in the process of becoming a board.

We are proud of the high amount of activities we did, of the education and career development we provided but also of all the members who simply enjoyed the leisure activities we hosted!

As the Chairman of the Board, I am proud of how we tackled challenging problems, how everyone in the Board pushed their limits for the Association and how we have worked together as 'Onward Orange', the 18th Board, to achieve what is now Lucid.

On behalf of the 18th Board of s.v.i.d. Lucid,
Kay van den Aker
Chairman

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KA CJ CM SO LL JL TB

Of course we've always worked as a team, But a few activities received more attention from certain board members. In chapter 3 and 4 of this report, we use these icons to indicate who these members were per goal or activity.

Kay van den Aker **KA**
Charlaine Janssen **CJ**
Cyril Mengin **CM**
Sammy Oor **SO**
Lars de Langen **LL**
Jessie Lauret **JL**
Tjeu van Bussel **TB**

THE ASSOCIATION

The students of the department of Industrial Design are united in Study Association Lucid, a student-run association that organises educational, career and leisure activities. Furthermore we act as the connection between students and the department of Industrial Design. As a study association we have close contact with both students and staff. Lucid has a wide range of activities, such as workshops, design-cases, study-trips, parties and of course the weekly drinks at the Lucid.Bar.

Our association has the goal to support students during their studies. Therefore we are in contact with both experts in our department and the alumni of our study. Besides that, we collaborate with a wide range of companies to help students discover career possibilities and build a network.

In this chapter we give an overview of all the committees we installed this year and the activities that were organized. Furthermore we will have a few fun facts that represent our year.
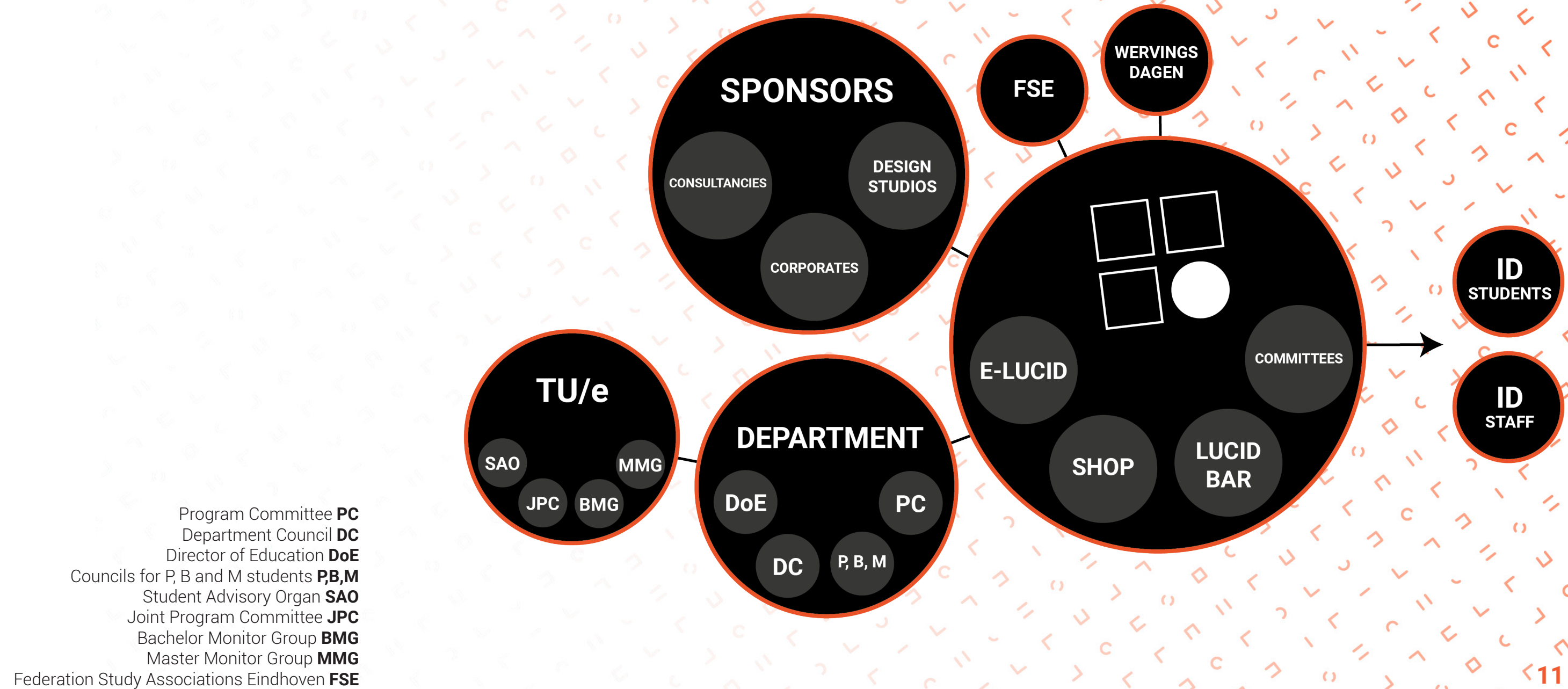
MISSION AND VISION

Lucid is the study association of Industrial Design. We aim to be the place for ID students and staff members where they gather, have fun and get to know each other as well as a place for students to connect with companies, learn from them and get challenged. Lucid aims to develop the knowledge, skills and network of its members. Lucid aspires to be an addition to the curriculum that the students and staff need it to be.

Lucid does this by providing members with education, career and leisure related activities which are all organized by and for students. By participating and organizing these activities, the members develop professionally as well as personally. They learn for example how to use the Adobe programs and contact companies but they also become part of a community, and have a place to hang out with friends after a long day of studying. A place where all the creative minds of the design students can connect and develop!

To conclude, the vision of the association is as follows:

"Study association Lucid acts as a stable platform which provides an easily accessible community for each ID student and staff member within a changing ID landscape. Lucid supports and challenges the members in education, career and leisure related to ID and student life."

An explanation and our progress regarding this vision will be elaborated in Chapter 3

Program Committee **PC**
Department Council **DC**
Director of Education **DoE**
Councils for P, B and M students **P,B,M**
Student Advisory Organ **SAO**
Joint Program Committee **JPC**
Bachelor Monitor Group **BMG**
Master Monitor Group **MMG**
Federation Study Associations Eindhoven **FSE**

COMMITTEES

Conduct
Conduct Festival is Lucid's yearly multidisciplinary electronic festival. This edition took place in Laplace and was a farewell to our beloved building.

First Years Trip
Each year we visit design abroad. This trip helps First year students discover and explore the world of design. This year's destination was Copenhagen.

End of the Year Trip
Once the year is over, it is time to travel and explore design abroad. Many countries have been visited already, and this year Japan will be added to the list.
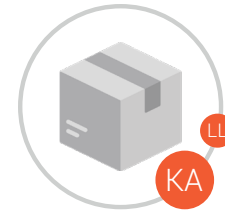
Lucid Weekend
Bonding, relaxation and "gezelligheid" is the goal of this weekend. The bond between students from different years is strengthened.

EduCie
The EduCie provides educational activities to support the members in their study by teaching them new skills and providing them with relevant knowledge.
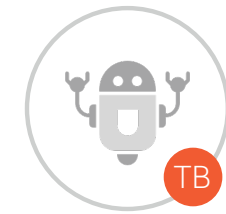
Atlas
The Atlas committee helped involving members in the decision making on the move to Atlas by organising design challenges and putting up member polls.

MAC
The Master Activities Club makes sure the Master students are represented with activities for them, staff and alumni. This means networking events, but also the occasional VrijMiBo.

RoboWars
Robowars organizes a weekend-long hackathon with the goal to create an all-defeating robot, and in doing so creates interfaculty collaboration and connection.

Introduction
In August the intro is organized so new students can get to know each other, their study and this city. This committee makes sure that this will be a week will never be forgotten.

First Years Weekend
At the start of the year a weekend full of activities, laughter and bonfires is organised for the first years so they can get to know their fellow first years and Lucid better.
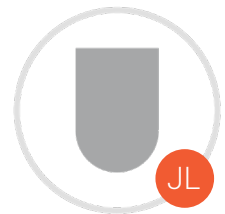
Financial Control
The Financial control committee makes sure that the results of Lucid, the Bar and committees are thoroughly checked.

Wervingsdagen
Wervingsdagen is a committee of all study associations at the TU/e. Every year they organize skill sessions, the career expo and interviewing days.

UNiD Magazine
The UNiD is Lucid's magazine. It is made by Lucid members, for Lucid members. It covers stories about the faculty, Industrial Design, companies and the students.

GLOW
GLOW is a collaborative project with CHEOPS to build an installation for GLOW. This year the committee's success has let them grow into a student team of the TU/e.

B.E.U.N.
The B.E.U.N. does hands-on projects for Lucid. This year they built a water faucet, built custom props for the Conduct Festival and build a stage booth for the Lucid gala.

LAPD
An association without parties is like cornflakes without milk. Therefore the LAPD arranged three parties and a gala this year, providing the members with an opportunity to relieve some stress.
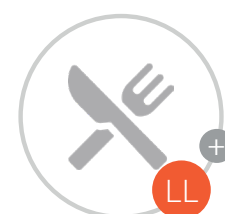
FRESH
What brings people together more than food? The FRESH committee connects people by organising events related to food like a Korean food night or a dinner in the dark.

Yearbook
This committee bundles all activities, committees and highlights of the year into one yearbook. The book is given to students to relive all wonderful memories of their year.

LuSki
This year for Lucid's ski trip, we went to France. We went skiing and snowboarding during the day and had several activities and some après skiing during the evenings.

Lucid.Bar
The Lucid.Bar, is the place for Industrial Design students and staff to gather, have a drink, have a laugh and most importantly relax after a hard day of work.

ID Career
ID Career reaches out to companies relevant to students and then arrange design cases, lunch lectures and the internship dinner with them, to help students with their future career.
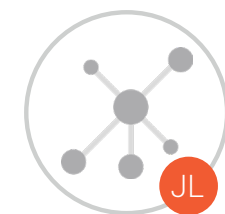
ID Connect
ID Connect is a networking event which aims to bring students and companies together. ID alumni and companies present their experiences within the Industrial Design environment.
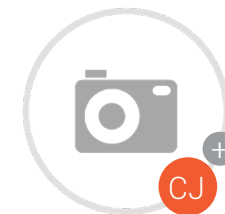
DSLR
The DSLR makes sure Lucid events are eternalised by documenting Lucid events. They also teach each other and Lucid members about photo and videography.

Difficult Things
Today's digital society is full of difficult things. This committee uses it's programming skills to take care of all Lucid's difficult digital things, and organize the annual Tokendrink.

ACTIVITY OVERVIEW

August
- Introduction Week

September
- GMM 93: Change of Boards
- Constitutional Drink
- Committee Market
- Atlas Design Challenge #3 Infolunch
- MIEM
- Soldering Workshop
- MomenTU/em
- Beerpong Tournament
- ID Connect Infolunch

October
- Illustrator Workshop
- ID Connect Design Cases
- Soldering Workshop
- First Years Weekend
- Game Night
- GMM 94: Committees
- Atlas Design Challenge #3
- InDesign Workshop
- ID Connect
- VrijMiBo

November
- GMM 95: Atlas Budget
- After Calculus Lunch
- Oktoberfest
- First Years Weekend Afterdrink
- TU/e Mega Quiz
- Photoshop Workshop
- First Years Members Meeting
- End of the Year Trip Reveal
- LAPD #1
- VrijMiBo
- End of the Year Trip Infolunch
- GMM 96: Committees
- LuSki Infolunch
- Soldering Workshop
- Yard Sale
- Auction Drink
- Borrelnootjes Tasting
- Elective Market
- Master PubQuiz

December
- Korean Dinner Night
- How to Network Lunchlecture
- User Test Market
- Sinterklaas Drink
- Soldering Workshop

- First Years Trip Infolunch
- Demoday Destress Day
- UNiD 36 Release

January
- Game Night #2
- Lucid Birthday
- UNiDebate
- Kandi Infolunch
- GMM 97: 5 Year Policy

February
- Atlas Opening
- Conduct Festival
- Psychology in Design Lunchlecture
- Karaoke Night
- Soldering Workshop
- Simulation Driven Design Workshop
- SolidWorks Workshop
- Dinner in the Dark
- CLB Lunchlecture
- Lucid Cantus

March
- LuSki Drink
- Internship Dinner
- Tokendrink
- Portfolio Lunchlecture
- GMM 98: Half Year Results
- Techno Tuesday
- LAPD #2
- LuSki

April
- UNiD 37 Release
- VrijMiBo
- Bold Blue Takeover
- Studio Tour
- After Data Analytics Lunch
- Game of Thrones Night
- Beerpong Tournament
- First Years Trip
- GMM 99: Lunch edition
- Candidate Board Reveal
- Where did I end up? Lunchlecture
- Master Photoshop Workshop
- Kingsday
- Committee Interest Drink

May
- Movie Night
- Vogue voor de Leden
- Universal Studio Brainstorm
- Spark Design Lunchlecture
- Decide Dance Drink
- Lucid Vision Night
- Lucid.Weekend
- Koos Service Design Lunchlecture
- Morgenmakers Workshop
- End of the Year Trip Drink
- HTML Workshop
- Designforum Lunchlecture
- Candidate Drink
- VrijMiBo
- Photo & Video Workshop
- Less or More Lunchlecture
- Lucid Gala
- Yearbook Release
- LuSki Afterdrink
- First Years Career Day
- First Years Trip Afterdrink

June
- Less or More Drink
- Lucid Demoday
- VanBerlo Studio Tour
- GMM 100: The Election
- UNiD 38 Release
- Barman & Barman
- DJ Workshop
- From Idea to Startup Workshop
- Lucid Weekend Afterdrink

July
- EduCie PubQuiz
- Committee BBQ
- Big Outside Drink
- Staff BBQ
- End of the Year Trip: Japan

OUR YEAR IN NUMBERS
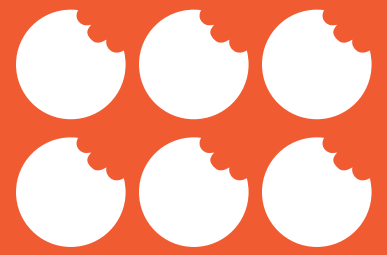
429 pink cakes sold, of which 92 to the board

110000+ words of minutes

41854 Beers

7 Board Members

158 Activities

9 General Members Meetings

105 sweaters sold

37 collaborations

300 mugs sold

Countless moving boxes

148 committee members

From September 1st 2018 until June 1st 2019
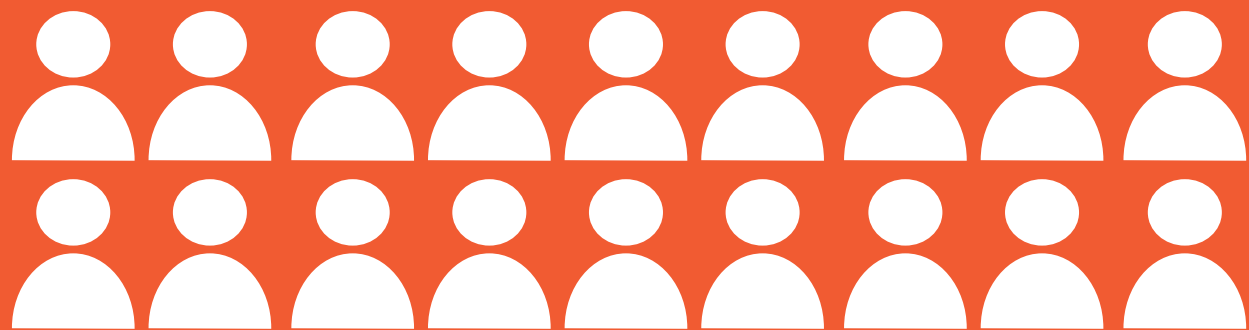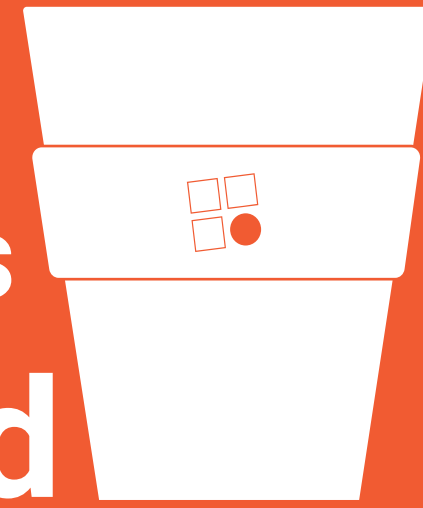
Chapter 2
THE BOARD

As a board we described ourselves as 'Onward Orange'. Onward Orange expressed that we were going to work on the future of our association, and thinking on a policy level about the association. Our focus was moving the association from Laplace to Atlas, and resturucturing the 5 Year Policy into a new, more workable document.

In this chapter we will describe the biggest tasks of our functions, how we carried this out and how we believe it could be carried out in the future.

OWN INTERPRETATION

As Chairman I was responsible of keeping overview within the board and association. In the beginning I did this more on a professional level but as I got to know the board and the members better I started to manage on a more personal level. Seeing where people struggle with and how to thoroughly evaluate is something I developed much in.

The Chairman is responsible for the Board Meetings, the Council of Advice meetings and the General Members Meetings, these taught me to structure, prepare and lead meetings but also to speak and present more confidently in front of groups. I had weekly meetings with the Vice Chairman and Secretary to discuss and prepare these meetings we had as a board. I focussed on seeking for opportunities to improve these meetings, this resulted in us restructuring the General Members Meeting (see Chapter 3), we also tried a First Years Members Meeting and a Lunch General Members Meetings and we are currently restructuring the Council of Advice to become a more supervising organ of the Board.

I focussed on restructuring this policy to make it more dynamic, more structured and focused towards a guiding vision and values. As Chairman, I had weekly meetings with the Commissioner of Internal Affairs and hosted debates with the members and predecessors to find out the values and vision of the association. This resulted in a dynamic structure which we will elaborate later on in the report.

Besides being in charge of the Board, I was also end responsible for the move to the new Atlas building. This brought many challenges with it, communicating with various stakeholders to align and inform them about the needs of the association taught me about formal communication and representing the association. And also within the board during the move taught me about quick decision making, crisis management and taking the lead when needed.

FUTURE

Now that we have finished the new policy structure it is up to the next Chairman to apply it and explore how to work efficiently with it. There are still big challenges regarding applying the policy; the vision, policy and strategy are currently being set into a knowledge transfer platform called Winston. I envision a working methodology where the Chairman keeps track of the policy, makes sure that it is in line with the vision and where needed steers people in the right direction. When an objective in the policy is finished, the Chairman is responsible for putting the results into the strategy as well as maintaining its relevance and spotting imperfections.

With this new policy and the knowledge transfer platform, I envision the Chairman to focus more on the 'policy' instead of 'maintaining' so the association can grow even more the upcoming years.

Charlaine Janssen

The Secretary keeps the overview within the board and association. This is done by keeping the planning for board as well as all Lucid activities. This way the Secretary works closely together with the chairman and has a supporting role relative to the board members. The Secretary is end responsible for the year planning and aims to plan all activities optimally and in line with the members curriculum, learning activities and the vision of Lucid. Next to this, the Secretary is responsible for documentation of board meetings, GMM's and maintenance of all relevant association-related documents.

The Secretary is also responsible for the profiling of Lucid as an association. The Secretary ensures the visibility of Lucid's identity and activities throughout the building, members space and online platforms, and therefore monitors and improves the use of all communication channels of Lucid. This also means ensuring all internal and external communication is in line with Lucid's brand identity.

OWN INTERPRETATION

It quickly became clear that I would be the Secretary of the 18th Board. Planning, keeping overview and making notes of meetings has always been something that came very naturally to me, and I was very passionate about bringing this to the board.

My function description was very simplistic at the beginning of the year. As Secretary, my tasks were to keep the overview within the board and association, plan all activities, write the minutes and maintain the communication channels.

In the beginning of the year I had set a couple of challenges for myself. I wanted to create more consistency in the way we communicated towards our members. By doing this, people could better rely on our channels, knew what to expect from us and where to find information. I also wanted to introduce new ways of communicating and research which ways were most optimal, and which could be improved.

By sending out and analyzing surveys, I discovered how we could optimize the way we communicate with our members and how to reach or approach different target groups best. (page 44)

From the start of the year I have aimed to be consistent in my timing of communicating. For example sending out the newsletter at the same moment every week, posting updates in places members would find them. I also introduced the paper month calendar, where members could get a complete overview of all upcoming activities.

Halfway through the year I realized that being a Secretary is much more than the right hand of the Chairman. You have all the knowledge, means and skills to work on a policy level on the association. I realized this because I started working on improving my tasks. How could I make more members read the minutes I had put so much time into? How can I make sure the members know better how to use the graphic templates they need to use? (page 44)

After working on these projects next to my regular tasks, I realized that the function definition of the Secretary should change. I changed the description to have a lot more depth and guidance for my successors, instead of only the practical tasks. The new function definition can be found on the previous page.

FUTURE

Even though the task descriptions of a Secretary are simple, it is not the easiest function to execute. With a dynamic curriculum, many electives and all different deadlines, the task of planning activities has become harder over the years. As Secretary you aim to plan all the activities as optimal as possible, taking into account lectures, other activities, deadlines and much more. The activities' content should also align with the curriculum. A portfolio lunch lecture should be carefully timed well before, but not too far away from the portfolio deadline for example.

This year I created heat maps of the curriculum and our own activities to take a first step in simplifying the process of planning activities. However I think there are still more steps to take, and that this is a nice challenge for my successor to continue with.

The pity of being a board for just one year, is that only towards the end you start seeing all these opportunities and project you still want to tackle. Therefore I think it is an important part of the knowledge transfer to transfer these opportunities to your successor. For example, I still see many possibilities in the way we promote our activities, how to improve it and the role the Secretary can play in this.

Now that there is a new function definition for the Secretary, my successor will be able to use it from the beginning of the year, instead of making the discoveries I did halfway my year. I hope that with this new definition, future Secretaries sooner find the challenges of the association they could work on. **23**

OWN INTERPRETATION

As one of the three core functions, and without a doubt the most rigidly defined function within the board, my core responsibilities as treasurer were clear from the beginning of the year; translate association policy into a budget, manage committee finance, keep an up to date accounting and ensure that all practical financial utilities were available when needed.

Over the past few years, Lucid has made an effort to professionalize its financial processes. Historically, the workload and inefficiency of the treasurer has inhibited policy thinking, which I believed should change. My ambitions as a treasurer this year fully subscribe to this goal, with a focus on efficiency, simplicity and transparency for all parties involved. I made it my mission to look at every financial process, tool and document within the association, analyze them and look for possible improvements.

In practical terms, this resulted in a new, standardized budget template for all committees to improve cross-committee comparability; the digitalization of the whole administration; the implementation, evaluation and additional iteration of a fundamentally new accounting structure; the evaluation and re-assigning of the responsibilities of the Lucid.Bar treasurer; the formation of a new advisory council for (financial) risk assessment; a deep dive into association liabilities, resulting in new insurance policy; a proper accounting of association capital; the re-evaluation of association tax liability; and finally the creation of a process report (i.e., "how to treasurer") to ensure long-term knowledge transfer and a function reference in case of emergencies. Overall, including many miscellaneous practical improvements, a large improvement has been achieved in the way the association conducts itself financially.

However, halfway during the year, I concluded that more fundamental change was needed to truly evolve the role of treasurer and finance within the association. While I successfully made numerous process changes to improve the function itself and high-level administration, these were not things that would necessarily translate to direct improvements for general members. In terms of our investments as an association, I believe we have somewhat stagnated in how we use our funds. For the remainder of the year, I therefore focused on improving transparency and providing tools for the involvement of members within finance.

The main outcome here was a total restructuring of the association and Lucid.Bar year budget, to make them tools that effectively communicate the policy and priorities of the association, to the layperson. A simultaneous step was the selection of successors with a more internal focus, and a knowledge transfer that emphasized improving "value for the money" in our investments for our members. In this regard, specific suggestions concerning organizing feedback-collecting events and improving member input during general member meetings were discussed.

FUTURE

As previously stated, as one of the three core functions, the treasurer will always continue to a have heavy core responsibility for the financial administration and enforcing of the financial policy of the association. However, thanks to the practical process improvements that took place over the past year(s), I believe there is now more room for growth. While my work this year may have been invisible to most, I believe it set a strong (financial) base for the association in the future.

I see three clear goals for the future; evaluation and further refinement of changed processes to ensure long-term maintainability, a heavy focus on creating more/new value from the resources that Lucid has as an association, and more involvement of members in finance, outside of the "usual suspects" (that is, [ex-] board members).

In short; if my year was about improving the tools for financial processes, the future is improving the human, community financial processes.

COMMISSIONER OF EDUCATION

Sammy Oor

It is the duty of the Commissioner of Education to look after the interests of both Lucid and Lucid members on an educational level. Besides that, it lies within the responsibility of the Commissioner of Education to maintain the educational character of Lucid both within the board as within the association.

The Commissioner of Education will make every effort to be informed of rules and procedures within the faculty and the university. The Commissioner of Education additionally will endeavor to be informed of the issues among members on an educational level. The Commissioner of Education can give advice in this context and potentially guide in the solution to these issues, as the Commissioner of Education maintains close contact with the faculty and the university. The Commissioner of Education is the bridge between members and the faculty.

My main goal for Commissioner of Education in the beginning of the year was to improve the educational pillar of the association to adjust more to the changing mindset of the students due to Bachelor College, student loans and the new numerus fixus. I saw opportunities to improve in the communication, planning and subjects of the educational activities.

To make sure Lucid would improve on these three aspects of the educational activities, I made sure a policy goal was made on being tailored to the curriculum as an association. As a Commissioner of Education I played a big role in achieving this goal by working on this goal in collaboration with the secretary in communicating via a month calendar, planning of all the activities via a heatmap of the curriculum and the subjects by organizing activities as Demoday Destress and After Exam lunches.

Besides, as a board responsible of the EduCie (the educational committee of Lucid) I tried out different ways of communicating via courses, squads, the PI&V learning line and the bachelor/master coordinator. And changing the content of the activities by getting information of the needs of the students by the year councils, which resulted in the elective market, user test market, where did i end up lunch lecture, etc.

Another focus of mine during the year was improving the relation between the department, ID landscape, the students and Lucid for the benefit of the students. To improve the relation with the department, I played a role in the student aspect of the accreditation with the help of other students, tried to improve the quality assurance loop in collaboration with the ESA of Industrial Design, worked on the Professional Identity and Vision learning line and worked closely together with the coordinators of the bachelor and master to improve the curriculum of the master and the extra curricular activities of the bachelor. In organizing activities together with ID graduates and looking into the possibilities of collaborations with IDEA, I tried to improve the relation with the ID landscape.

Overall, the main achievement of my year is making the Commissioner of Education more a asset to Lucid as a function, by using the knowledge of the curriculum and the needs of the students and the relations with the different stakeholders to organize activities.

In the future, my current role should be continued and optimized to make the function Commissioner of Education an even bigger asset to Lucid. I tried to lay this foundation by supporting my successor with writing multiple educational policy goals for the Lucid policy. Most of these goals are building upon the things that were achieved last year, like having a consistency in the planning and having even better contact with the department and ID landscape.

On the other hand, the focus on the Commissioner of Education goals outside of Lucid should not be forgotten. Continuing to improve the quality assurance loop, becoming more a link between the different educational bodies, working on the ID implementation of the career points and making the implementation of the 2030 goals as beneficial for the ID student as possible.

Another important change I would like to see happening next year, is the restructuring of the educational committee and changing it into two different committees with a more specific focus. With a committee focussed on first years that consists of first years and a committee responsible for all different target groups but with consistency that consists of students from different yearlayers. All to get better insights in the needs of specific target groups and better participation rates on the hosted activities.

Besides, I would like to see more involvement of the rest of the board in education since it is an important aspect of an study association. This is the reason that I proposed to the upcoming board to have someone responsible for the thinking on policy level about the tasks of the Commissioner of Education and the educational aspect of Lucid other than the Commissioner of Education alone.

Lars de Langen

The Commissioner of Internal Affairs is responsible for the smooth running of Lucid activities and ensuring the involvement of members. Furthermore, the Commissioner of Internal Affairs will tailor all Lucid activities to the member's needs. Next to this he will explore opportunities to increase member involvement and enrich the community that is Lucid, this will most likely be through small projects.

For running Lucid's activities committees are crucial, therefore the Commissioner of Internal Affairs keeps an overview over the board responsible and will be informed through him about the course of events within the different committees. In addition to this, the Commissioner of Internal Affairs will make sure all committees are in line with the vision and policy of Lucid. He also makes sure Lucid's committees and their activities are divided in an way on leisure, career and education that suits the needs and interests of the members. The Commissioner of Internal Affairs also has the overall responsibility for the recruitment and selection of committee members. He monitors the member's interest and awareness of upcoming events and acts up when necessary. Additionally, the Commissioner of Internal Affairs is the point of contact for the members. The Commissioner of Internal Affairs uses the personal communication for ensuring the involvement of members and looks at ways to increase and strengthen this involvement.

OWN INTERPRETATION

This year the function of Internal Affairs was brought back after being divided among two separate functions. The function has had a rough and unstable past, and when I started the function I had the goal for myself of making the function more concrete and expanding it to cover its full potential. The function used to be very practical and focused mostly on maintaining the committees and keeping everything running, rather than looking for ways to improve the association. Since the association is getting increasingly professional and efficient, there aren't as many practical problems as there were in the past. As a result the function's general tasks became relatively small and the Commissioner of Internal Affairs generally took up a big project or more committees alongside of it.

I saw opportunity there and to change this I strived to put a visionary side of Internal Affairs into the function. At the beginning of my year I changed the function definition to reflect more visionary and holistic responsibility in the definition, which can be found on the previous page. I believe the function should be more experimental on a policy level, which this year already resulted in setting up some new committees, letting others go, revisiting the way we look for new committee members and ultimately a new policy structure.

Next to my general tasks, I mostly focused on visionary and long term projects within the association. I worked on realising the new knowledge platform Winston, giving it a durable and logical structure. Together with the Chairman I mapped the association and looked into the new policy structure and Lucid's vision and values. After finishing the new policy workflow I conceptualised a more concrete and structured workflow for my function. The new policy structure in combination with Winston provides the Internal Affairs with a structure to actively evaluate definitions, processes, and methods (the strategy) used in the association on relevance.

The move to Atlas was also part of my responsibilities this year. I acted as the Chairman of the Atlas Committee and had meetings with all the stakeholders in preparation of the move. Working on such a large scale project with so many stakeholders was a great opportunity and taught me a lot about expectation management and well informed decision making taking hidden agendas of stakeholders into account.

FUTURE

As is said, Commissioner of Internal Affairs has had an unstable past and in general making sure the function will be a stable and established fulltime function. I've already discussed the new workflow of Internal Affairs with my predecessors and successor which resulted in some promising discussions about the purpose of the function and explicit tasks within the association as well as within the board. Continuing this discussion and composing a new function definition which is updated to the new policy workflow can be of great value for the function.

Next to this, there are some important trends seen in the surroundings of the association and within it which the next Internal Affairs will be able to react on.
We see other study associations struggling with filling their committees and next boards because of student teams and other opportunities on campus. Additionally, the new numerus fixus students are ambitious but need very clear communication on the value of putting their time in our association. Next year there is opportunity to looking at making committee work as attractive as possible, promoting it in a professional way and validating the professional and personal development gotten from doing committee work.
Another point of attention for next year is the alignment between companies coming to Lucid and our members. We noticed a misalignment where the companies offering design cases for example weren't attractive enough or didn't have clear value for the members. Next year the person fulfilling the function of Internal Affairs will also be Professional Relations, providing him with insights on both sides.

COMMISSIONER OF EXTERNAL AFFAIRS

Jessie Lauret

Together with the Commissioner of Professional Relations, it is the duty of the Commissioner of External Affairs to stimulate the financial growth of Lucid and expand the professional network.

The Commissioner of External Affairs is among other things responsible for creating collaboration- and sponsoring possibilities with both new and existing external relations. In this context the focus lies on realising long term contacts and contracts. In addition, the Commissioner of External Affairs has a controlling and assisting function towards the different committees regarding the contacting of sponsors.

OWN INTERPRETATION

During my board year at Lucid, I had the privilege of fulfilling the function of Commissioner of External Affairs. This means that I was mainly responsible for all communication and relationships between Lucid and external parties. In this way, together with Tjeu (the Commissioner of Professional Relations) I was the connection between companies, Lucid, and its members. Furthermore, I was responsible for the financial income of Lucid. This financial income was facilitated by both the board and committees. For this reason, I needed to keep a clear overview of what and how the 'committee external affairs' were communicating to external parties.

At the start of our board year, I had the feeling that most students weren't aware of their career opportunities next to becoming a designer in a design firm. For this reason, we started the goal "broadening external efforts". During the year, I tried to communicate the values of Industrial Design students to both companies and themselves and to look for a variety of companies to connect with.

Next to my core tasks, I was also representing Lucid at the MyFuture collective meetings and Wervingsdagen. Within the MyFuture collective, I helped creating awareness of the importance of career orientation at the TU/e. Because Wervingsdagen is not only a committee of Lucid, but also of eight other study associations, I tried to make sure that the career events that were being organized by the committee, were suited for Industrial Design students.

Overall, I think this function fitted me as a person very well. I got my motivation and enthusiasm mostly out of connecting people and creating exciting collaborations. I think I wouldn't have enjoyed another function as much as this one!

FUTURE

At the end of this board year, we will have our first partnership signed with a company. This partnership will ensure some financial stability for the association. In the upcoming years, I think it is important for the Commissioners of External Affairs to start more partnerships with interesting companies. While ensuring this financial stability, my successors will have more time to focus on broadening and maintaining the existing network.

As already stated before, the financial income of Lucid is provided by both Commissioner of External Affairs of the board and of some committees. To keep a clear overview of what is happening on an external level, I strongly advise my successors to create a way of working where committees work together on achieving their sponsor goals without rivalry.

Uptil now, most career related activities were organized mostly according to the companies needs and wishes. In the future, I think they should try to find a balance in organizing activities that are tailored to both the companies, the members, and the association itself.

COMMISSIONER OF PROFESSIONAL RELATIONS & BAR

Tjeu van Bussel

The Commissioner of Professional Relations creates new contacts and keeps up with existing contacts to support a specific Lucid activity, to make Lucid more known among companies and to make the education clearer for companies. The Commissioner of Professional Relations supports the Commissioner of External Affairs in finding new companies to collaborate with.

The Commissioner of Bar is end responsible for the bar facility of Lucid. He ensures the smooth running and an acceptable workload of the bar committee. The Commissioner of Bar is also responsible for the financial risk running a bar brings. The treasurer mostly focuses on the accounting part of the financials. This does not make him a committee member, but a manager of the policy and global direction of the bar.

This year was the first year the functions "Professional Relations" and "Commissioner of Bar" were combined into a full-time function. This was also the first time Lucid had a 7th board member. Besides co-responsibility over company contact, and responsibility over the bar, the move to Atlas also played a very big part in the year of this function.

The commissioner of bar was introduced to work on the workload of the bar committee, as for the past few years this was too high for a committee member to manage. Especially the finances were not as organized as they could be. To tackle this, we merged the bank accounts of the bar and Lucid, and changed the accounting and budgeting structure. This way, the financial risk of running a bar is not on a committee member anymore, but on the board. This relieves a lot of stress and responsibility from the committee.

Of course a large part of managing the bar this year was also preparation and execution of the move to Atlas. We looked at how to create the best ambiance for the space, to allow it to be both a workspace and a place to have a drink in the evenings. Besides that there were also a lot of practical things to arrange, making sure all the stakeholders were up-to-date on what the other people involved needed/wanted.

The goal of professional relations is not only to keep in touch with the career landscape of Industrial Design, but also to connect and motivate. This year I strived to motivate growth in professional skills for the members, and to give them an idea of what they can do in the future, after graduating from ID. To reach this goal, we organized activities that helped students present themselves, provided them with places to network or find an internship, and also provided tools to get started with their own business.

For the upcoming board, the choice was made to once again work with 6 board members instead of the 7 we had this year. This is mostly due to the reduced workload from the absence of a rehousing. Furthermore, we would like to focus a little more on the bridges between the board members, to make them collaborate somewhat more efficiently.

The function of professional relations is now a responsibility of the board member who also manages the internal affairs. I think a lot can be gained by asking a lot of questions to the students about what they want to know or are afraid of in their future, or which companies they would be interested in meeting. Then the intern can reach out to those companies, and in this way connect a little more with the demand from students.

Another point where a lot of value can be gained is the external affairs responsibles from committees. At this moment, the committees almost compete for a collaboration with the same company. In the ideal situation, these committees would be aware of what they each have to offer and can together come up with a package deal.

The commissioner of bar will stay a board function, since we have experienced that having a bar responsible who is also up to date with the finances is very stable for the association. It allows for quick communication between the Lucid treasurer and the bar, and there is no committee member carrying the full responsibility of the bank account of the bar, which reduces risk. A point of attention for the next commissioner of bar is to look at the identity of the bar. Over the past few years, the atmosphere during the drinks has changed to a point where we can ask the question if this is the way we want to host the Thursday drinks.

THE STRATEGIC POLICY

To ensure continuity and control the growth of the association a five year policy was installed. After 4 years of working with this document, the goals set 4 years ago slowly came to an end. We noticed the way of working was not optimal, and we were given the task to restructure the document. by our predecessors

A policy provides you with something to fall back on when you're in doubt, it also forces you, as a board, to work in a certain direction, which you have not necessarily chosen. By restructuring the document we saw new opportunities of growth for the association and the document became more dynamic. This will ensure that future boards are able to continue working on the goals of the association.

In this chapter we will explain how we restructured the policy and how we, as a board, tackled the goals throughout the year. We will continuously give our view on how these goals could be taken further in the future.

INTRODUCTION TO THE STRUCTURE

This year we focussed on restructuring the policy structure of the association. We went from a formal document with goals all over the place to a structured dynamic website. The main issues with the previous structure was that it was really hard for the board to keep it up to date, that the goals were not linked to a greater "why" or vision and that there was no methodology for processing the outcomes of the past policy points. This caused misalignment between where we aimed to go as an association and where we went. There was a need for a document that you always look at, think about or discuss when decisions need to be made regarding the association. So that's what we created, we looked at how businesses do this and we found this methodology made by www.executestrategy.net. Firstly we had to establish a vision for the association. We hosted various debates and brainstorms with members and old boards to find out what the core of the association is. We came to the following vision after various iterations:

"Study association Lucid acts as a stable platform which provides an easily accessible community for each ID student within a changing ID landscape. Lucid supports and challenges the members in education, career and leisure related to ID and student life."

The values linked to this are Stability, Inclusion and Development.

Stability: Lucid strives to offer its members a stable platform which they can trust on, this to offer the opportunity to innovate and move onward as an association.
Inclusion: Lucid aims to be an accessible community where its members come together, feel represented and feel welcomed.
Development: Our association is run by members and for members. Lucid strives to support its members in both their personal and professional development.
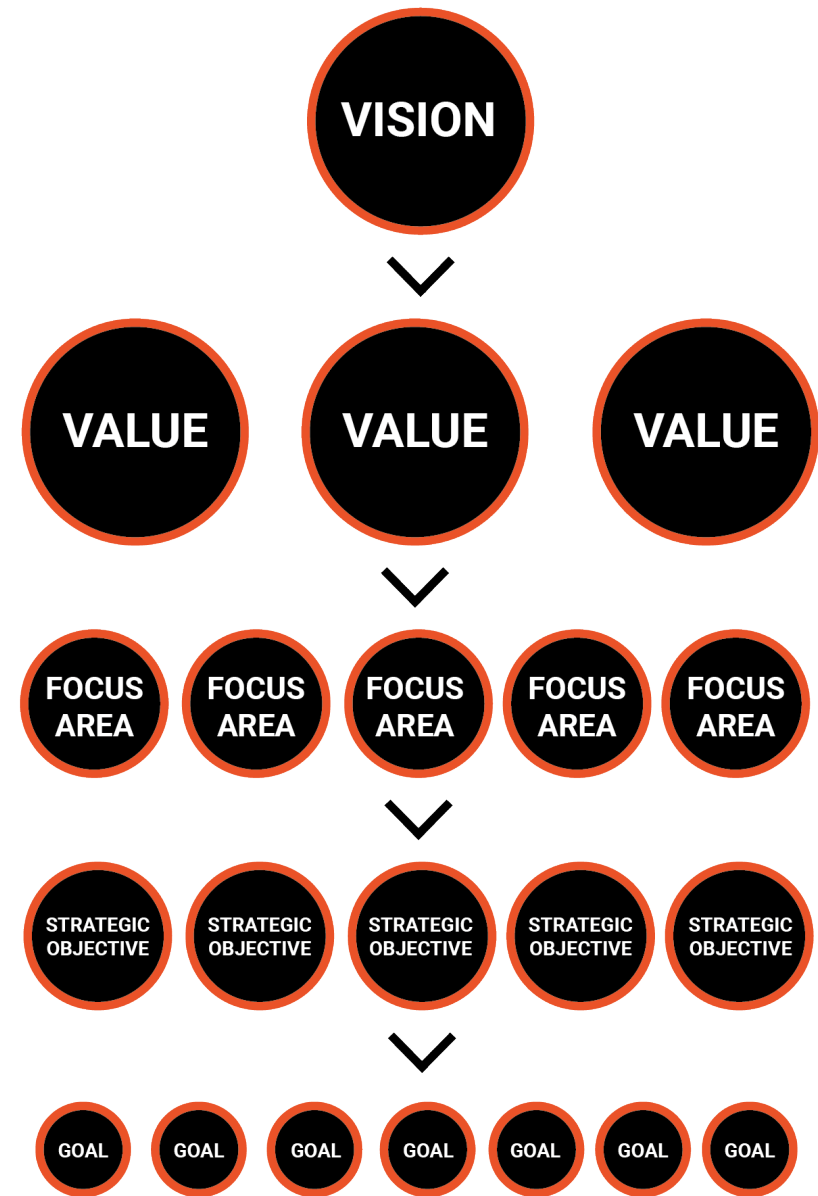
In order to be able to work with this structure, a process was created.

The structure is split into three main sections, the Vision, the Policy and the Strategy. All these are documented on a knowledge transfer platform, a website called Winston where everything is gathered.

Firstly we have the **Vision**, as just explained.

Secondly we have the **Policy**, this document describes all the planned areas we are focusing on to improve. These are shown on the next page, as well as how the old goals are merged into it.

Lastly we have the **Strategy**, this document consists of all the definitions, decisions, working methods etc. When a policy goal is achieved, the result, if relevant, is documented in the knowledge transfer platform to make sure upcoming boards know why what is done and how.

By going though this loop every year, each board can assure that their outcome (activities, committees etc.) are in line with what we as an association want to be and where we want to go.

Policy Structure

4.

Activities
What we do. Our committees, activities, communication etcetera. Our output towards the members.

1.

Vision
The vision is what we as Lucid aim to be. From this vision the values of the association are derived.

Strategy
A vision and policy together result in a strategy. These are our definitions and how we do things.

3.

2.

Policy
A policy is created to document what we want to change in our way of working, to be able to align it to our vision.

Process Schematic

5 YEAR POLICY ⟶ STRATEGIC POLICY

5 Year Policy

Goal 1 | Board Transfer and Continuity
Goal 2 | Growing along the Student Population
Goal 3 | Transfer Period Treasurer
Goal 4 | Role Financial Control Committee
Goal 5 | Steady Sponsoring
Goal 6 | Lucid in Atlas
Goal 7 | Restructuring of Finances

Orange Slices

Orange Slice 1 | Lucid Vision and 5YP Document
Orange Slice 2 | Be involved in the curriculum
Orange Slice 3 | Communication Towards Members
Orange Slice 4 | Broadening external efforts

Winston
The knowledge
transfer platform

Stability

Aligned and functional bodies
Finish winston
Communicating the mission & purpose of committees
Finish new policy structure
Communication towards members
Collaborating external affairs of committees
Steady sponsoring
Fixed sponsored events
Reservations and partnerships
Stable finances
Restructuring Finances
Risk Assessment and Liabilities
Treasurer Transfer

Inclusion

Be accessible
Improve GMM involvement
Strengthen the community feeling
Tailored to students and the ID landscape
Tailored to the curriculum

Development

Broadening external efforts
Provide students and companies with the
knowledge about the potential of Industrial Design
Improve educational activities
Curriculum based activities

ALIGNED AND FUNCTIONING BODIES

Our association is continuously changing. Not only do the committees and board change every year, the Industrial Design landscape is continuously changing around us. In order for the association to work optimally throughout these changes, we need aligned and functional bodies. This means the bodies within Lucid should work aligned with each other, serve a higher shared goal and know their own purpose within the process of achieving this goal. Next to this, we need to strive for a steady and optimal communication of old and new knowledge where information is presented clearly and preserved over the years.

1 Finish Winston

In order to maintain a proper workflow, a knowledge transfer platform is needed to put in the vision, policy and strategy of the association as well as organisational definitions and committee learning points.

2 Mission & Purpose of Committees

To ensure alignment over the years within the association a bottom up approach is used, by clarifying the mission and purpose of committees to committee members and members

3 Finish the Policy

For the board to have a clear overview over their policy and to work with it, a new structure is needed in order to make the policy a more dynamic, easy to use document to prevent miscommunication and misaligned bodies. This structure also includes a guide on how to set up, work with and process goals.

4 Communication Towards Members

The members should know what they can expect from Lucid, know what is expected from them, and where they can find information. This prevents miscommunication and increases interaction between the members and the association.

5 Committee External Affairs

Currently, each committee has a member responsible for external affairs. There is little communication between these people, though this could be very valuable. Members sharing tips or creating packages for companies could increase effectivity of collaborations with companies.

STABILITY   INCLUSION   DEVELOPMENT
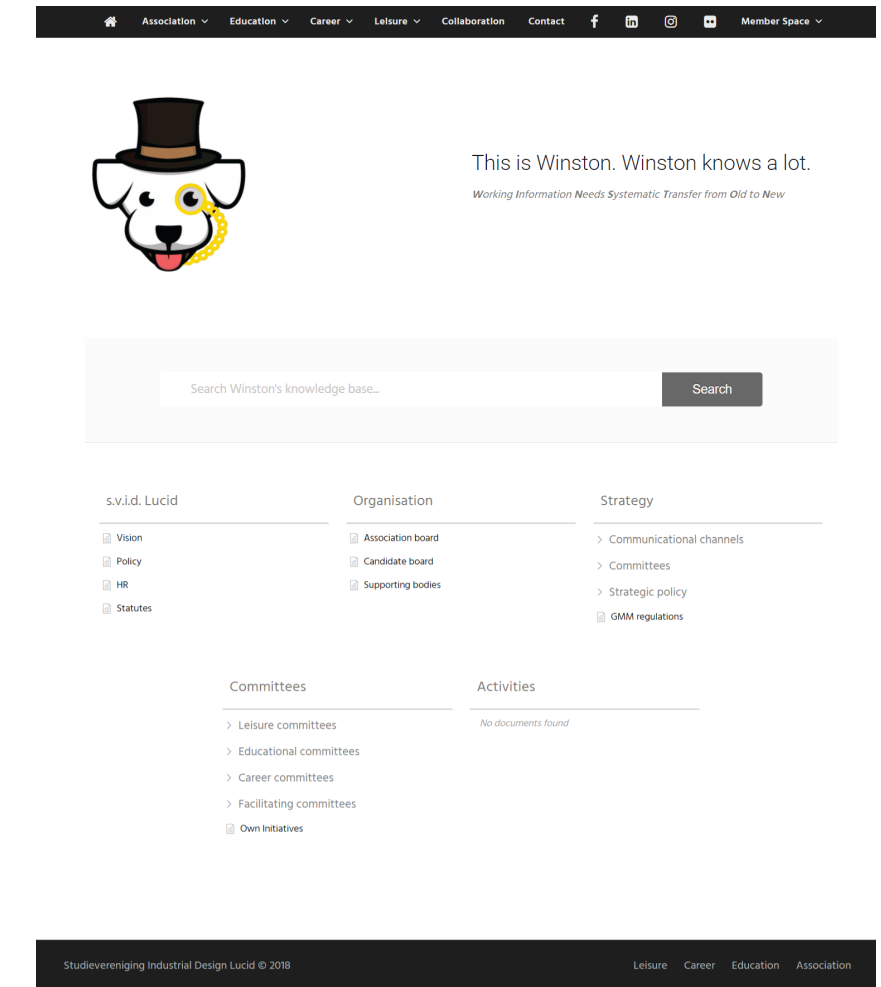

KA CJ CM SO LL JL TB

FINISH WINSTON

Winston is Lucid's new knowledge transfer platform. It has been an ongoing project for several years within the association, undergoing various iterations with different structures and alternations in the purpose of the platform. This year we wanted to tackle this and finish the platform to be ready for use next year.

Winston, the knowledge transfer platform

The Process

First, the technical basis for the platform was created. On the Lucid website an online member space was made, where the knowledge base platform can be found. After the technical basic structure of the platform, we explored ways on how to fill in this structure and manage content in order for the platform to still be as efficient, durable and relevant in 10 years. We noticed it was most user friendly and intuitive for the structure of Winston to be closely connected to the new policy structure and workflow we were also working on. By intertwining the two, knowledge resulting from the execution of policy would have a perfect place on the new knowledge platform instead of staying implicit or disappearing in some Google Team Drive.

While the concept for Winston originally was based on transferring knowledge between old and new members within a committee, the current structure has grown to be much more. Winston in its current trajectory will be an association wide platform used to transfer knowledge between boards, provide transparency about policy, current organisational values and definitions to members, and act as a central progress document to strengthen the overall knowledge structure within the association. As of now, the first organisational definitions, evaluations and association processes and methods are documented on the platform to be used to the next board. For next year it will be put into practice, initially using and fine tuning the structure to start expanding the knowledge available on the platform.

STABILITY   INCLUSION   DEVELOPMENT

MISSION & PURPOSE OF COMMITTEES

KA CJ CM SO **LL** JL TB

Committees are the driving force of Lucid. Consisting of students who willingly put in time and effort to organise activities and provide facilities next to their study, they contribute to almost all events Lucid provides. Being such an essential part to the association, we want these committees to be able to continue in a stable and aligned manner. To ensure this, awareness of the importance, relevance and role of committees is needed within the association. Efforts put into this goal are divided over two different target groups with different goals, namely general members and members in committees.

Within Committees

Communicating the purpose of committees within the committees is part of the bottom up approach used to ensure alignment within the association. Next to composing the mission of our association and the values it represents, we wrote down and figured out why the committees we have exist. What is their contribution and relevance, what were they created for? Not only did it become clear some committees were misaligned, it also became clear that some committees could really benefit from having their purpose made explicit. Before, some committees organised activities out of tradition and weren't actively evaluating if it was still relevant, which resulted in the content or the way it is organised to be outdated. But with an explicit purpose, the content and form in which an event contributes to this purpose is completely up to the committee to decide. If a committee finds another format to complete their purpose, it is fine since it still represents the same mission and values. So by communicating the explicit mission of a committee as well as the mission and values of Lucid to committee members, it results in a bigger feeling of ownership and intrinsic motivation for the committee. Not only does this contribute to stability of committees, it creates awareness of the purposes of different bodies within Lucid which ultimately results in more alignment throughout the association. Next year will be about actively evaluating how committees achieve their goal and starting to explicitly communicating this within the committee.

To Members

Throughout our university, more and more opportunities are popping up for students to get extra-curricular experiences and develop themselves next to their studies. While this is a very positive trend in itself, the number of ambitious students isn't growing accordingly and already leaves some associations with an intense struggle to even find new board members. After seeing this and looking at reasons why this happened for the particular associations, we are changing our approach to finding new members for our committees. We concluded it is of great importance to show members why being a committee member is valuable for them and a better option than another association or student team, especially looking at the numerus fixus students that are generally performance driven. We already started to experiment with different recruitment event structures to see what resonated best with different target groups. This year we held a committee market with stands, did a committee info lunch and had a committee interest drink. Next to this, we made sure at every event some people from the previous committee were there since they have the best knowledge of the committee. They presented the committees and for every committee was presented what hard and soft skills you would learn and in which pillar the committee contributes. Next year there will be also looked at improving the credibility of committees and validating the quality of committee for personal development of students.

FINISH THE POLICY STRUCTURE

KA CJ CM SO **LL** JL TB

A new structure

From the previous board we got the mission to restructure the current policy and find out and define what is Lucid's vision. We started off by looking for Lucid's values, this was done by making business model canvasses and later a value map, in this map all Lucid's stakeholders were presented and what they value for each other. This gave us insights in what exactly Lucid is doing. Later we started to create the vision, derived from the values we made this guiding sentence and iterated it taking into account feedback from the members during a debate and feedback from old board members during the Council of Advice. The final vision statement is presented in the introduction of this chapter. This vision includes everything we aim to be and do as an association. Right underneath are the values from which the policy is written. The strategy looks at how we are currently achieving these values and the policy describes how we aim to align this more with the vision. We have documented all this in our knowledge transfer platform and communicated this to our successors which are already using it super efficiently to look for new and work according to strategic objectives!
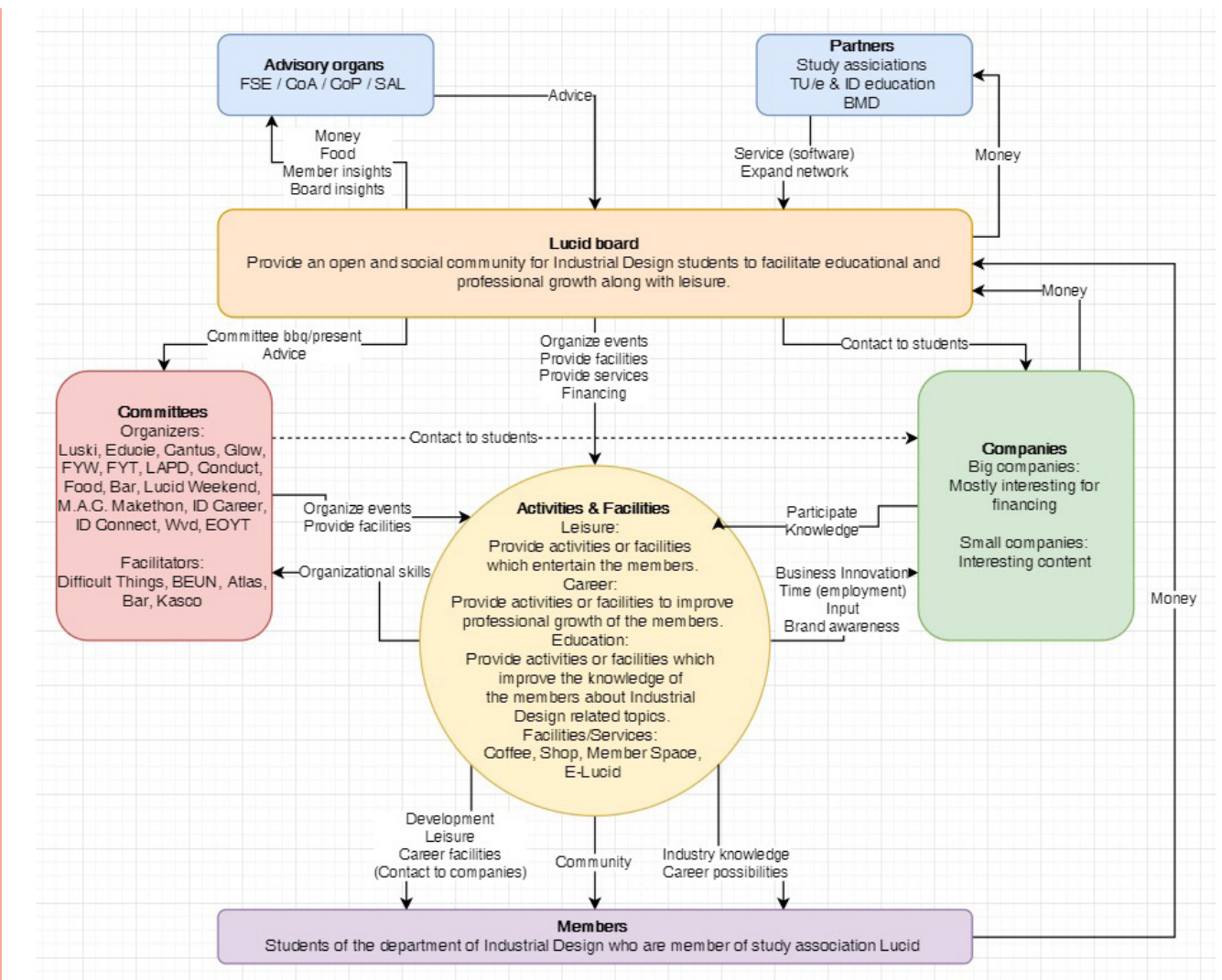
Mapping the association and her stakeholders

COMMUNICATION TOWARDS MEMBERS

KA CJ CM SO LL JL TB

Monitoring the Communication Channels

In order to optimize the way we communicate with our members, a survey was send out and analyzed. The survey addressed the channels that we use to communicate and how the members interact with these channels.

The results of the survey were compared to the then current way of communication we used, and quite some inconsistencies were found.

By doing this, we were able to adapt to the needs and preferences of our members. We advise our successors to repeat this research next year to keep our communication optimal.

Graphic Templates

Committee members are asked to use graphic templates for their promotion to ensure the brand identity of Lucid. After the introduction of the new graphic templates 2 years ago, the use of them had never been analyzed.

Together with members and predecessors we found that the different levels of templates were not used often, and that opening 5 separate files was inefficient. A new template was created that contains all 5 templates at once. This improved efficiency and templates were not forgotten anymore.

Promotion in Atlas

With the move to Atlas came another challenge. We lost the poster boards, there were stricter rules in the new building and the new members space was not next to the entrance anymore.

Using the results from the survey, the knowledge of predecessors and with some trial and error we found new places to promote our events. By communicating these places and being consistent in its use, the members now know in Atlas where they can find information. In collaboration with the faculty we even got access to the screens, making us able to reach the less active members as well.

STABILITY   INCLUSION   DEVELOPMENT

EXTERNAL AFFAIRS OF COMMITTEES

KA CJ CM SO LL JL TB

The Issue

Currently, almost every committee has a member responsible for external affairs. These members try to set up valuable collaborations with companies for their activities, and can bring brand awareness, new input, or possible interns to the company. The company can then sponsor the activity in money, knowledge or materials.

The current issue is that there is little to no communication between the external affairs of committees. This can create competition, where two committees want to get in touch with the same company. This feeling of competition removes them from Lucid and they start to feel like they are on their own. Secondly, Lucid misses out on a lot of interesting combinations and package deals. It might be very valuable for a company to be present on an event, and then present themselves again in an article in the UNiD. If there was more awareness between committees of what each of them has to offer, and a overview for the board, these packages would be a lot easier to manage.

A New System

To tackle this, we are introducing two things: regular meetups with external affairs, and a new system for keeping track of external contacts. During the regular meetups, externs can exchange experiences with acquisition, help each other out, and broaden the Lucid network together. It's also possible to have workshops or masterclasses during these moments, to provide the committee members with a little more knowledge about their function, and give them something to take away from their year in a committee.

The new system for keeping track of external contacts does three main things. It allows everyone who has access to a certain contact to see their contact information, type of company, and the history Lucid has with that company, including previous proposals or deals. This is similar to the system that is in place right now, but with a lot more options. Second, it has a workflow for the committees and the Lucid board, that guides you through the steps you take when in contact with a company. This gives everyone easy insight in which contact has not responded in a while, or where contacts usually go cold. It also prevents missed opportunities because someone forgot to send a reminder email or even an invoice. The third option allows for easy collaboration. There is one place in the system where every committee can post a short description of all the collaboration options they offer, including a short description. Each committee member can view this, and for example in a company meeting offer a package including tender from another committee if this is what they feel the company is looking for. In this place, prefabricated packages can also be made easily, just like Lucid has a standard "promotion package".

The regular face-to-face meetings, and a platform that encourages collaboration, will hopefully help in creating more coherence in the image Lucid gives to external contacts, as well as create more value for Lucid since everyone is more on top of their game.
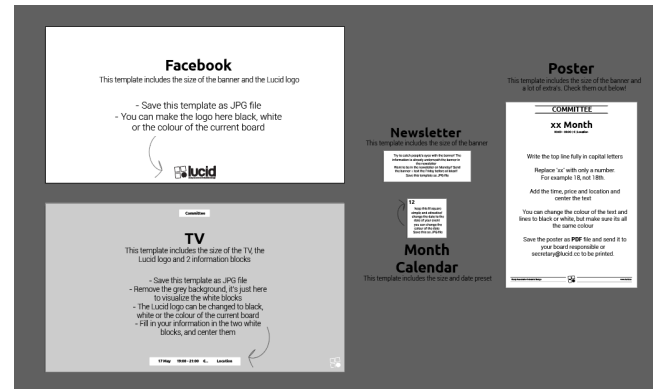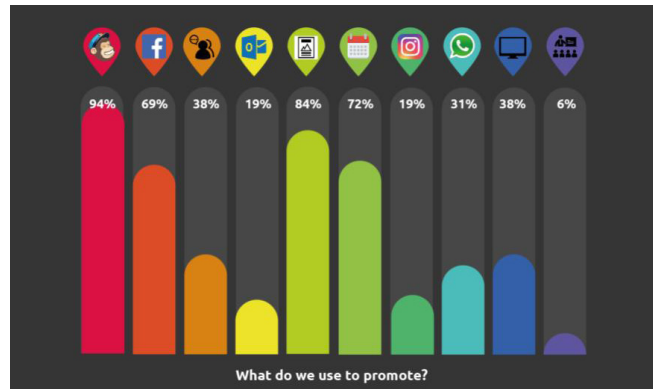
STABILITY   INCLUSION   DEVELOPMENT

STEADY SPONSORING

To ensure that the association is able to fulfill its general goals, there need to be fixed income so these goals can be executed. Financial certainty can allow for more flexibility within the association regarding organising activities.

1
Fixed Sponsor Events

Having set events during the year where companies can present themselves provides Lucid with a concrete plan to present to possible collaborators. In between these fixed events, the Lucid extern can help out committees filling their own events.

2
Reservations & Partnerships

Planning sponsored activites as long in advance as possble gives peace of mind in the organisation of these activities, not having to worry about if we can fill the sponsor goal for that specific activity. Of course we would also like companies that prove valuable to the students to return and keep providing value to them.

Lucid Collaborations 2018-2019

FIXED SPONSOR EVENTS

KA CJ CM SO LL JL TB

A New Plan

To further build on the stability of collaborations with Lucid, a plan is in progress for the upcoming year where Lucid hosts 3 large career-related events per year. These activities will be: ID-Connect, first years career day, and a master-oriented activity. For companies, these returning events with a clear target audience are easy to understand. This allows them to make a more quick decision on if they want to partake in any of those events. Currently when discussing collaborations with companies, we have a lot of different options that can be defined together, like for example lunch lectures or design cases with the company. Often this results in a vague "anything is possible", which doesn't paint a very clear picture of the options to the company.

Having events that are already planned at the beginning of the year, with clear options in ways the company can partake, makes it clear for both parties where the company can add value to the event. For the board, having these 3 big events gives them a clear roadmap of when the peak in workload will be, and set deadlines for themselves. Between these events, the external affairs and PR of the board can help out committees bring value to their own events with collaborations.

ID Connect

First Years Career Day

STABILITY   INCLUSION   DEVELOPMENT

STABILITY   INCLUSION   DEVELOPMENT

RESERVATIONS & PARTNERSHIPS

KA CJ CM SO LL JL TB

Creating Stability

Having returning partners for Lucid creates a more stable financial base, where the board has to focus less on gathering the money to keep Lucid running, and can put more attention towards setting up collaborations that have a lot of value for students. If there are partners that sponsor under the same terms every year, Lucid knows what to expect.

Currently the signing of the first ever Lucid partner (the Rabobank Eindhoven) is in progress. With the current proposal, they will partake in over 7 big, yearly events in the upcoming years. Besides that, there are a number of companies that will collaborate with Lucid again next year under the same terms. This year we focused a lot on strengthening existing relationships, which has made a lot of our collaborations more personal and substantial.

Reserving activities also alleviates the recurring issue of planning events with external partners, as every year the board has a period where they have to get up-to-speed on how to run a board. This usually results in not a lot of collaborated events in the months september-november. Reserving and planning activities already for the next academic year removes this gap.

From Idea to Start-Up Workshop

Lunch Lecture by CLB

STABLE FINANCES

Lucid has grown substantially over the past few years, thanks to increasing numbers of members, support from the department and external partners. With this comes an increasingly complex administration, larger events with larger sums of money and higher attached risk.

As a study association run by a new set of students every year, maintaining a structured and efficient financial administration is a challenge. In the last 4 years, a long-term goal was formulated to restructure and improve finance-related processes. A heavy emphasis was put on this goal in the past year.

1

Restructuring Finances

The large number of diverse activities that take place at Lucid on a weekly basis, in addition to the facilities that Lucid strives to consistently provide has resulted in inconsistent and inefficient financial processes building up over time. This year, we looked to address these issues by evaluating the tools used internally.

2

Risk Assessment and Liabilities

With an increasing number of large, potentially risky activities, it was time to take a serious look at the association's risk management policies and evaluate where we stand in case of emergencies. This year, we investigated possible liabilities in running the association, insurances, and the ways we minimize risk in our operations.

3

Treasurer Transfer

Industrial design students are not quite the natural accounts; special care should therefore go into ensuring effective transfer of knowledge to successors. In the event that the treasurer would be unable to accomplish their function, some sort of contingency plan should also be available.

RESTRUCTURING FINANCES

KA CJ CM SO LL JL TB

Committee budget template

With around 30 committees operating during a year, every single one must present a budget to the association for approval of plans. While somewhat standardized templates have been in the past, quality and ease of use has often been hit-or-miss. This was one of the issues addressed this year, in the form of a new committee budget template.
Three main goals motivated this template;

- Simplify the work of (generally inexperienced) committee treasurers by providing a standardized structure within which most activities fit.
- Improve the quality of presented documents by standardizing style, including checklists and references, and providing a partly-automated accounting tool, all in one.
- Enable comparison of events across pillars and scale, thanks to this standard structure.
The result was a standard Excel template now used by all committees.

Committee Template

Digitalization

With the move to Atlas and the storage issues that came with it, as well as the goal to reduce association printing costs, it was decided to digitalize the administration. As from October 2018, all new financial documents are created and archived digitally. Standard forms such as declarations and notification forms have been made available online on the lucid website for easy member access (e.g., lucid.cc/declaration). Aside from solving storage issues, this change has also improved accounting efficiency, availability of documents (e.g., for a financial control committee to check at all times) and improved communication concerning financial documents.

Lucid budget structure

An additional, major, change also took place in the overarching Lucid budget structure. An association's budget is the financial embodiment of its policy for a year. It was a goal this year to make this clear and provide new insights into where Lucid's financial priorities lie, where our most significant costs originate and how our sources of income relate to each other.

A fundamental motivation was to create discussion – how can the budget not only be a background document, but genuinely a supporting tool in making decisions as an association. During the process of making this new structure, the emphasis was put on maximizing "interesting" insights for general members.

The result was a new standard budget structure for the association, adopted at the 100th GMM.

New Accounting Structure

Accounting structure

Lucid, with its numerous facilities (e.g., Lucid Shop, E-Lucid, Lucid space), its bar and many committees represent somewhat of an accounting challenge. During this year, the administration structure and accounting software was evaluated and iterated on, from scratch, twice.

The result was the creation of a new administration, starting August 2018 and iterated on in May 2019, that improves ease of accounting.

Key considerations included;

- Lucid as an association operates as 4 separate financial entities; Lucid the association, the Lucid.Bar, E-Lucid and the Lucid student shop. A clear separation should be made between these in the administration; while simultaneously presenting a cohesive offering to the members in the form of the lucid token.
- A clear distinction should be made between operating costs (e.g., bar drink purchases) and overhead expenses (e.g., bar administrative costs), notably for tax purposes.
- A focus should be put on efficiency and reducing treasurer workload. With thousands of financial transactions to be processed every year, creating a structure that makes administrative decisions easy is paramount.

STABILITY   INCLUSION   DEVELOPMENT

STABILITY   INCLUSION   DEVELOPMENT

RISK ASSESSMENT & LIABILITIES

The Stichting Activiteiten Lucid (SAL) and the Council of Risk Assessment (CRA)

Historically, Lucid has had the support of an external foundation that advised the association on risk management of large activities (e.g., Lustrum year activities, financially-heavy international trips), and assisted in the organizing of activities deemed too risky.

However, entrusting activities to external parties has reduced transparency, and often increased complexity in the internal financial processes of Lucid. With the growth of Lucid has come additional resources, partners and expertise that enabled us to decide this year, after careful evaluation, to no longer rely on this collaboration in the future.

One important aspect not be lost; the expertise and advice that the foundation has provided in the past. The solution was the creation of an advisory council within the association, bringing together the expertise of members and partners experienced in running events, writing contracts and managing finance.

This new council, the "Council of Risk Assessment" will be introduced in August 2019 and written into HR, and will introduce a new, proactive risk-management policy. Notable responsibilities will be identifying "risky" activities and following the progress and organization of activities consistently during the year, advising committees and the board when needed.

Insurances, Contracts and Liabilities

While large events may often represent the largest financial risk, looking at how we can minimize general liabilities was also a point that was investigated. In consultation with the TU/e's department of Financial and Economic Affairs, the SAL, as well as an external accountant and insurance companies, we investigated our current liability coverage. Main risks remain international trips, large events taking place off-campus (e.g. ID Connect), and damages during leisure activities (e.g., Conduct, LAPD committee parties).

The conclusions;
- In consultation with legal advisors within the TU/e, all standard contracts used by Lucid were reviewed to ensure that all relevant items are covered.
- As from July 2019, Lucid will take out a new liability insurance. This will ensure better coverage of Lucid, the board, committee members and event participants during all events, be it a small education activity, or an indoor festival with hundreds of potentially inebriated visitors.

Capital and Liabilities

Part of establishing a new risk-management policy and improving insurance and contract coverage is detailed knowledge of Lucid's financial state. This year, the exact capital and operating costs of the association were identified, as well as how a large crisis may impact the association as a result. This was presented to the association during the 99th and 100th general members meetings.

TREASURER TRANSFER

Industrial design students are not quite the natural accounts; special care should therefore go into ensuring effective transfer of knowledge to successors. In the event that the treasurer would be unable to accomplish their function, some sort of contingency plan should also be available. This was addressed this year through an earlier and longer knowledge-transfer period, as well as a "process report".

Process report

A comprehensive document explaining all financial processes within the association was written. This document, a "how-to-treasurer" details every single responsibility and practicalities of tools used in running the financial administration. The objective is to provide a reference both for future treasurers, but also the Financial Control Committee and anyone who may need the knowledge in the event of an emergency.

Board transfer

Along with the rest of the candidate board process, the knowledge transfer with the upcoming treasurer was started earlier than previous years. Policy thinking is a skill historically hindered by the overwhelming practicalities of the first months of a board year. An emphasis was therefore put on this during the transfer to the next treasurer.

Credit cards

When are credit cards used?
Credit cards are only used in a few specific situations;
- Credit cards should always be used for trips and international payments to reduce risk (as credit card charges can be contested).
- Credit cards can be used to pay on international websites that do not accept iDeal, and it is also recommended to do so when paying on risky websites (e.g., ordering from China, where there is a risk of not receiving products).
- Credit cards can also be used to pay for online subscriptions that do not accept iDeal, however it is highly recommended not to do so. Because the credit cards change every year, subscriptions may suddenly be cancelled, or costs may pile up for years without anyone knowing.

How to use credit cards
As credit cards can (potentially) be used without a code, they should always be kept in the safe when not in use. Only board members should use the credit cards, with the explicit authorization of the treasurer.

Contesting charges on the credit card
If purchases are made using the credit card that are not legitimate (e.g., if the card is stolen during a trip, or a website where the credit card was used is hacked), it should be blocked as soon as possible. These costs can then be contested with the Rabobank and MasterCard. However, this must happen within 90 days of the expense.

Increasing credit card limit
By default, Rabobank offers business credit cards with a limit of €5,000. This may not always be enough to pay for items (e.g., large expenses like plane tickets). This is not an issue, as the limit can be temporarily increased to make big expenses.

Process:
1. Calculate the total amount that that needs to be spent and round up.
2. Make sure this amount is available on the Lucid bank account, in addition to the amount necessary for normal Lucid operation (i.e., if the credit card were to be debited instantly, there should be enough money on the account to cover the costs).
   If it isn't, transfer some money from the savings account. The Rabobank will refuse to increase the limit otherwise.
3. Increase the limit:
   a. If the amount is less than €10,000; this can be done through the Rabobank website. Go to the Rabobank website, login and go to "Zelf regelen" and "Limiet creditcard wijzigen".

Page from the Process Report

BE ACCESSIBLE

Getting the input from members and being easily available to them are important features of our association and Lucid aims to be as accessible as possible in this way. Being around members and getting their valuable input are something Lucid and the board strives to do in order to make Lucid as inclusive as possible for its members.

First Years Members Meeting

1

Improve GMM Involvement

As an association the input from its members is essential as we want them to share it with us therefore, the GMM should be something the members want to participate in.

IMPROVE THE GMM INVOLVEMENT

KA CJ CM SO LL JL TB

What we changed

The past and upcoming activities were becoming this endless list of activities that we had to mention and at a GMM, the average list is around 20 past and 20 upcoming activities.

Also the discharging, mutating and installing of committees was a long unordered list of presentations.

Our solution, we split the main section into our 4 pillars; Education, Career, Leisure and Facilities & Organisation. We can shuffle the Education, Career and Leisure pillars accordingly to the committees that are being installed. The main rule of thumb is, later in the GMM, more old (board) members are present and less first/second years. This has always been the case, simply because the old board members often work and young members come to the GMM after their lectures but often are not interested in the really organisational topics of the association but more in the Educational activities and parties. If you look at the pillars you have Education and Leisure for B1, B2, after that Career for B2, B3 and M and lastly Facilities & Organisation for the B3, M and Old Board members.The new structure looks like this >

Opening
- Approval agenda
- Approval Minutes
- Received Messages
- Points of Action
- Announcements

Main
- All Past Activities
- All Upcoming Activities
- Discharge of Committees
- Mutation of Committees
- Installation of Committees

Closing
- Any Other Business
- New Points of Action
- Decisions
- Question Round
- Closing

Old Structure

Main
- Education
  - Past and Upcoming Education Activities
  - Discharge/Mutate/Install Education Committees
- Leisure
  - Past and Upcoming Leisure Activities
  - Discharge/Mutate/Install Leisure Committees
- Career
  - Past and Upcoming Career Activities
  - Discharge/Mutate/Install Career Committees
- Facilities & Organisation
  - Past and Upcoming F&O Activities
  - Discharge/Mutate/Install F&O Committees

New Structure

The result

This gave us much more control of where we get certain input. We don't need an old board member to give input on the theme of the upcoming party and a first year doesn't have to listen to us electing a new financial control committee. Of course they both can come the whole GMM and listen to everything but by this new structure it prevents a lot of uninterested people.

We found this structure to be really successful, not only was it way more clear for everyone when we were discussing what but it also became more fun. People know when to come for the parts they find interesting! This resulted in an increase of people coming and we even had the biggest attendance ever during our last GMM, with 72 people!

The Summary

At every General Members Meeting, minutes are made. All finished, these minutes often turn out to be around 50 pages long. Quite the document.

Over the past few years boards have noticed that very few people read the minutes. It is a lot of work to read though all those pages. Especially since most members are only interested in a certain topic, or just curious what has been discussed if they do read the minutes.

That is where this summary comes in place. In this document members can find a short overview of what was discussed and what the board will be working on the upcoming weeks. There is also a reference at every agenda point to where you can find more info in the actual minutes.

The first edition has been published and distributed among the members and communication channels, and the responses were very positive.

The goal of this summary is to increase knowledge of members about what is going on at the association on a more deeper level, and hopefully by gaining more knowledge, they become more interested in attending a GMM.

SUMMARY OF THE 99TH GMM

THESE WERE THE TOPICS

Career
Education
Leisure
• Lucid.Weekend
• Conduct Festival
• LAPD budget
• Food committee name
Facilities and Organization
• Sponsor structure
• Emergency capital
• Beer price
• Tax update
• Lucid budget structure
• Insurance proposal

FUN FACTS

49 VISITORS

FIRST YEARS **20%**

55% 2ND/3RD YEARS

4TH + YEARS **20%**

05% DONORS/ OTHER

DURATION: **01:26H**

5510 WORDS

"ARE WE GOING TO WATCH THE OLD OR NEW LION KING MOVIE?"
- Mirthe Visscher

Charlaine Janssen

COMMITTEES

LUCID FYRE FESTIVAL

WAS LUCID.WEEKEND INSTALLED IN TIME?! (p12)

With only 3 weeks left before the festival, the Lucid.Weekend committee had to present their plans to the GMM. It was a go or no-go moment. Could the festival continue? Their idea was to organize a BBQ, yoga session, 6 camp and of course an amazing party. The location? Kay's backyard. The festival attendees and Lucid were going to pay for this. They also needed some decoration, a chill are and of course toilets. No more needed to be said, the GMM was convinced. This was going to be an amazing festival. With 2 strikes of the hammer their plans and budget were approved and the subscriptions of FYRE Festival were opened!

SPONSOR PLAN (p18)

One of the ways Lucid is able to pay for all activities is with the help of sponsors. Both the board and committees approach companies to sponsor Lucid, but something is changing. We have been working on a new structure! In the current way, all committees and the board try to get the same companies for their activity, but why don't they work together?

In the new structure Lucid focuses on 3 large events, like ID Connect, where all sponsors are involved. Outside these events, the board can focus on career and helping committees reach their sponsor goal.

**CAPITAL UPDATE (p19)**

The previous GMM someone asked "How much money do we need in case of an emergency, and have Lucid survive?"

Good question. We started to investigate. What we found is that it is very hard to determine this for the whole year. You can look at different categories like monthly costs, administration cost, or per event. End of the year trip for example is a very risky event in terms of money. We will now try to create a 'worst case scenario' to base the minimum capital we need to have on.


STRENGTHEN THE COMMUNITY FEELING

Especially after moving to a new building, maintaining and strengthening the community feeling is important. Lucid is located more remotely to the spaces, and the spaces are scattered around different floors as well. By finding ways to strengthen the community feeling we make sure Lucid stays a familiar place and community for those that need it.
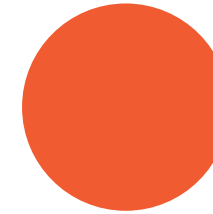
Even though we didn't write policy for this focus area, we think it is very important. We strived to include the community aspect in all of our policy points as well as in the execution of our work. During the move to Atlas, when writing Lucid's vision and values, and on day to day basis on a personal level in the member space or during events. We aimed to strengthen our community that is Lucid and ensured providing a safe haven and familiar faces for our members. The next board will be actively looking into connecting people from different years on a practical level.
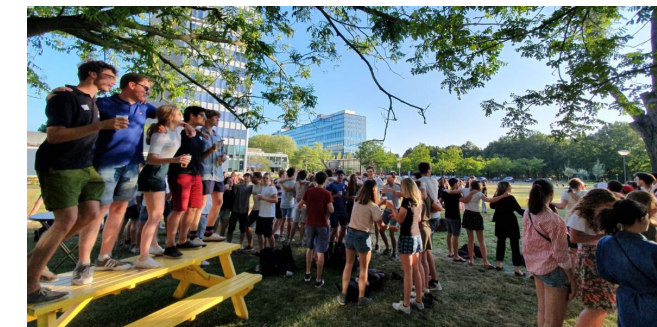
TAILORED TO STUDENTS & THE ID LANDSCAPE

Lucid functions as a connector between the students, the department and the overall ID landscape. By organizing activities hosted by the people and related to the ID landscape this connection will be even more benefecial for the students. Creating more value for every party involved, which helps by getting people included in Lucid.

Packed at the Portfolio Lunch Lecture

1

Tailored to the Curriculum

At Lucid, we want to provide students with activities that fit their student life at Industrial Design. The student life of ID students has seen significant change in the last few years due to the start of Bachelor College, student teams, student loan and numerus fixus. Which results in a group of students who is less available for extra-curricular activities and with a bigger interest for activities which contribute to their study. As a study association, Lucid should anticipate on this changes by offering activities which are tailored to the curriculum in communication and planning to make sure those students will also participate in the activities.

KA CJ CM SO LL JL TB

TAILORED TO THE CURRICULUM

What

To achieve this, we actively follow our members throughout the year (keeping track of ongoing courses, exams, projects, general deadlines) to identify activities appropriate to the needs of our members at those times. In order to plan the activities, we created heatmaps of the activities of the curriculum and our scheduled activities. A visible month calendar was introduced to give the members also more insight in the activities that are hosted in the coming weeks. In order to communicate the activities, a close contact with the department via the PI&V learning line and the bachelor/master coordinators is arising, helping each other in combining activities, resources and communication channels.

The Month Calendar

Future

In the future, Lucid will continue having close contact with the department by having meetings with the coordinators in the beginning year and sharing the plans for activities with each other. Besides, the planning of the educational and career activities will be more consistent by having a specific time slot reserved every week for those activities.
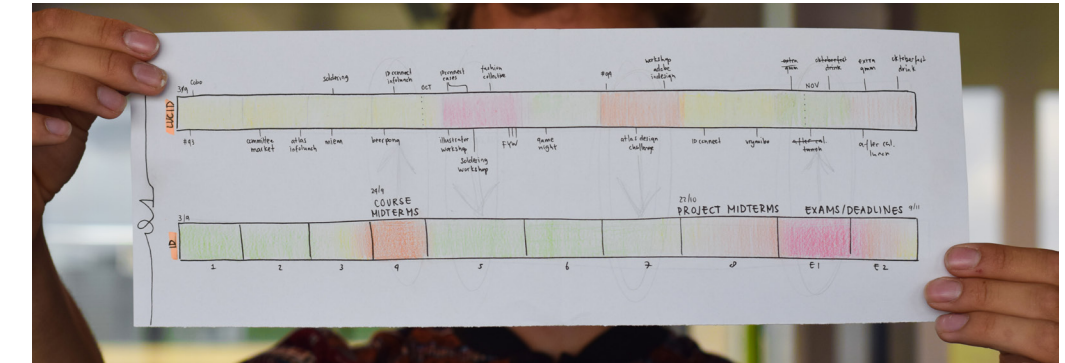
Heat Map of the Planning

BROADENING EXTERNAL EFFORTS

Lucid functions as a connector between students and companies by organizing career related events. We would like to explore the possibilities of teaching companies about the values of ID students' knowledge. By broadening our external efforts, we connect companies of all fields to Industrial Design students who can help them realize innovation.

From Idea to Start-Up Workshop

1

The Potential of Industrial Design

Broadening external efforts will create awareness of the value of being an industrial design student, and why they are a necessity to the society. When members have learned how to present themselves, they will be able to transfer their knowledge as an ID student to companies. In this way, external parties know what ID students have to offer to improve and innovate within the companies.

STABILITY   INCLUSION   **DEVELOPMENT**

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THE POTENTIAL OF INDUSTRIAL DESIGN

ID Connect 2019

ID Connect

During the Dutch Design Week, we organized the second edition of Lucid's biggest network event 'ID Connect'. The goal of this event was to share knowledge about ID students and connect students to companies.

Looking into new collaborations

To broaden the scope of companies that we collaborate with, we looked into getting in contact with companies that you normally wouldn't expect to work with. Examples are Real Estate companies and Airlines.

Wervingsdagen

This year, Wervingsdagen organized three career events. The Skill Sessions were an opportunity for ID students to develop their professional skills. During the Career Expo and the Interviewing Days, they could use these skills to network and connect to companies.

First Years Career Day

First Years Career Day

In collaboration with the Department of Industrial Design we organized a Career Day for all first year students. During this day, we wanted to teach the students what their career possibilities are and that this does not mean that design studios are the only options.

How to network

During a Lunch Lecture by both professionals in the field of networking and students, we teached the participants the in's and out's of networking as an Industrial Designer. In this way we wanted to create more awareness of the values of an ID student.

From Idea to Start-Up

Rabobank and Studio Tast came by to host a workshop about how to connect design strategy and business strategy. A motivated group of diverse students (both first years and final masters) came by to bring their projects a step further.

STABILITY   INCLUSION   **DEVELOPMENT**

IMPROVING EDUCATIONAL ACTIVITIES

As a study association, Lucid has a close connection to the students which results in a lot of insights in the needs of the ID student. Organizing educational activities that are different and wanted by the students is a great possibility. By improving the educational activities you can create more value for the ID students.

1

Curriculum Based Activities

At Lucid, we want to provide students with activities that fit their curriculum. The curriculum and the needs of the ID students has seen significant change in the last few years. By adapting to these changes we try to act upon the curriculum and the needs of the students by organizing activities that complement or connect to the curriculum. Reducing the threshold to participate in an activity to maximize the value of Lucid and our activities.

User Test Market

Demoday Destress Day
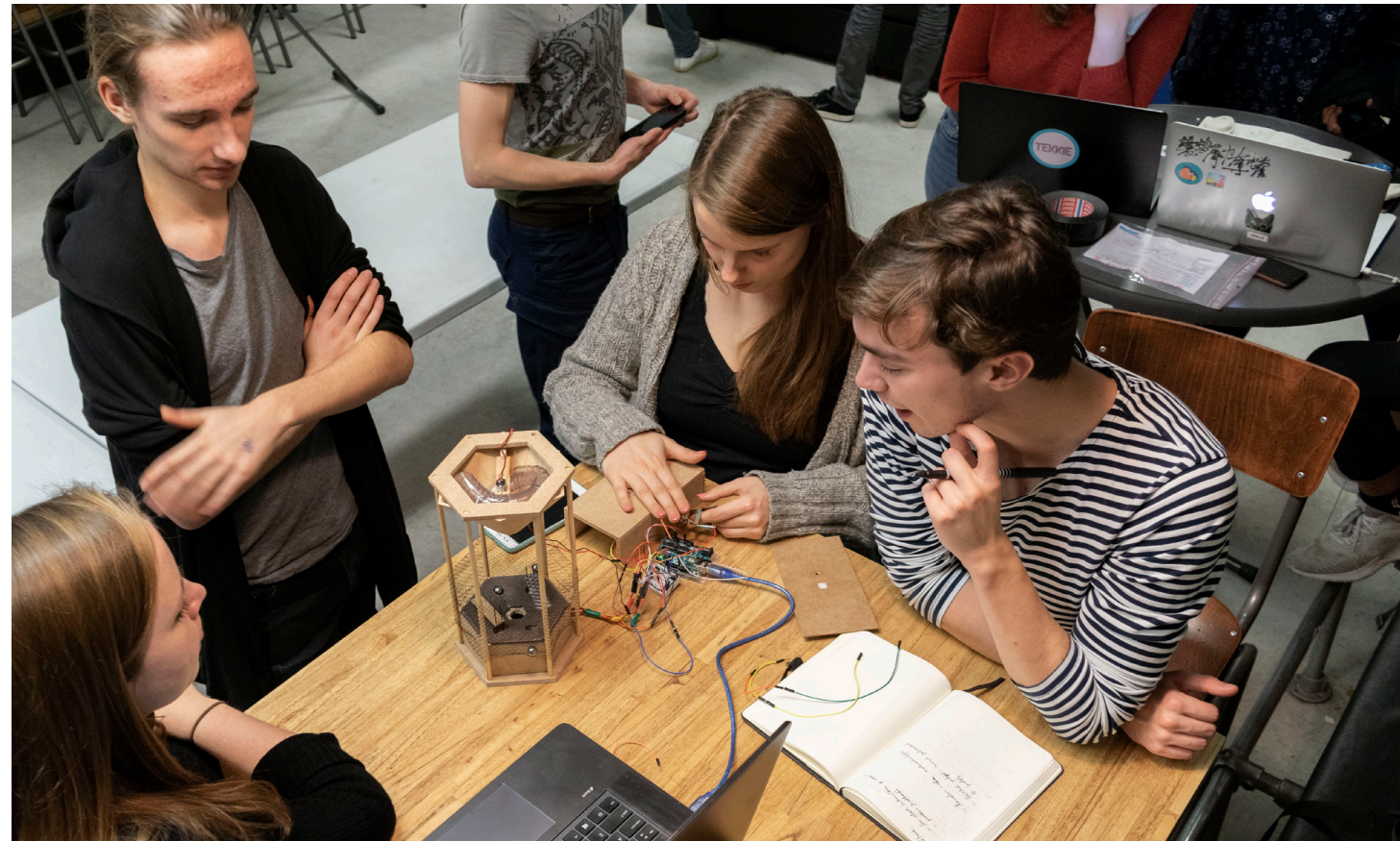
STABILITY **INCLUSION** **DEVELOPMENT**

CURRICULUM BASED ACTIVITIES

KA CJ CM SO LL JL TB

We try to provide our members with activities tailored to the content and workload of their curriculum. This mainly involves educational activities but also has an impact on leisure and career activities. To get a better view on the needs of the current ID student, active communication is been done on this subject by polls, small interviews and the student councils. By doing this we broadened the offer of our educational activities with organizing more different workshops and tried new activities whereby students helped each other, like Usertest Market and Demoday for Dummies.

Those activities were extensively evaluated by the means of talks and surveys. Besides, we offered extra information sessions for students by students, like an Elective Market and Master Disaster. Within the leisure and career pillars, we organized on the one hand lunch lectures to broaden the view of the students like Where did I end up? and Psychology in Design, and on the other hand fun activities to show the students Lucid is involved in their curriculum like Demoday Destress, After exam lunches and Goodbye Exchange/Internship drinks.

After Calculus Lunch

Future

In the future, we would like to continue on this goal by restructuring our educational committee into two educational activities. Whereby one committee would be filled by first years students which will host activities for other first years students, like workshops and information markets. The other committee will consist of a mix of different years which will focus on hosting inspiring lunch lectures, workshops and information markets for all the different yearlayers.

STABILITY **INCLUSION** **DEVELOPMENT**

MEMORABLE PROJECTS

In this chapter some projects will be highlighted that we are proud of as an association, that set the association aside, that puts Lucid on the map.

We aim to work according to our policy but sometimes things exceed our expectations, things we did not foresee or things that are just fun.

MOVING TO ATLAS

KA CJ CM SO LL JL TB

Preparing

In 2016, 3 years before the move back to the old "hoofdgebouw", the preparations started. Lucid started putting aside money yearly to be able to invest as much as possible into the new members room where we would be going to stay for the foreseeable future. Back then we already started involving the members by, for example, hosting debates to find out needs, concerns and must-haves for the new location. Based on this, we started looking for the right company to build this bar with. The bar in Laplace was built by the hands of members, which served us well for over 4 years, but was starting to show its age. In Atlas we wanted quality. After negotiations with 3 different interior design companies, the final choice fell on DutchConcept for their genuine interest and involvement, plus their relatively low price tag.

The Atlas Committee was installed, to divide the workload of the move preparations, and to stay as close as possible to the members in the preparation of this big change for Lucid.

The Atlas Committee

The Atlas committee was installed to keep members involved in the move and get their opinions when making decisions on the space. To keep the members involved in the move the Atlas committee organised 3 design challenges, each with their own objective. Members could participate in these challenges to have a chance to have their project realised in the new member space.

First Renders

Challenge 1 - Beer Mug System

The Lucid.Bar has a lot of personalised beer mugs which members use during drinks. Before, those mugs were stored really inconveniently and if such a mug was ordered the bartenders had to search for a long time to find the right one. Challenge 1 was about solving this problem in the new bar. The winning concept aimed to solve this by hanging the mugs on an interactive LED wall, lighting up at the spot of the wanted mug. The self built LED wall has been installed already and software to recognize the mugs is being created.
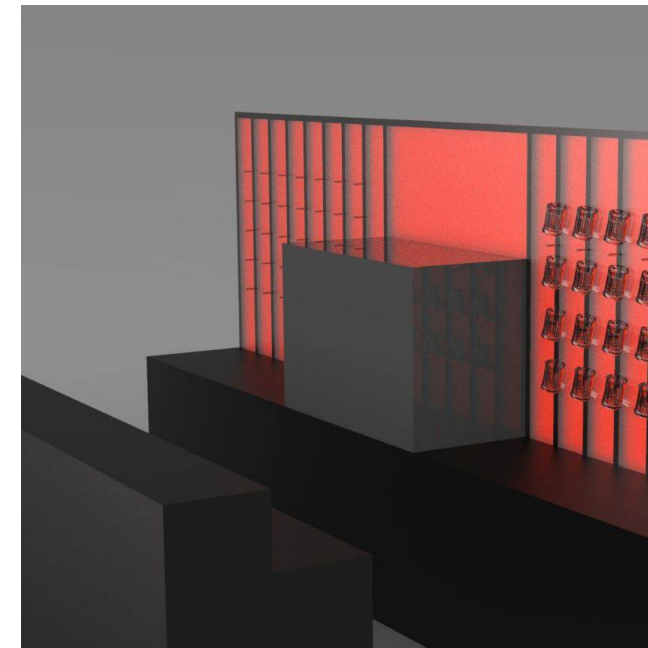
Challenge 2 - Chill Area

The second challenge was to design a multifunctional chill area. Since we would have a lot less space in Atlas but still wanted to have a cosy corner where members could relax, it would have to be multifunctional. The result of this challenge are blocks which can function as table, seat, chalkboard, whiteboard, or game board, depending on which side you put it up. These would also be easily storable or put together to form a big chalkboard or small podium. They can now be found in our member space.

Challenge 3 - Lucid Ambiance

The third challenge was a bit more open. It was about securing the ambiance in the Atlas member space, something to add to the general atmosphere in the room. The winning concept for this was a Lucid jukebox, which controls the music in the member space and would give the option to vote on the next playlist every half hour. The jukebox is created and playlist were submitted by members to fill it with options.

Polls

Next to the challenges the Atlas committee also put up weekly polls to get input from the members. These were for example about the kind of lighting in the new space, the materials used and even the official name of the new space.

The Beer Mug System

The Multifunctional Blocks

Stakeholders

We closely collaborated with the Department of Industrial Design and Dienst Huisvesting during the move, we of course are only a small part of the Building therefore communicating our needs and receiving support, both financial and backing us up, was really essential.

Lucid also collaborated closely with Dutch Concepts, the bar designer / builder, and AB InBev, our brewer. These companies together made our new bar a cozy, super functional and beautiful place where you can enjoy a freshly drafted beer and do some light studying during the day.

Final Design

The final design of the bar is a light and open space, with a lot of customization options. We went for a pretty "neutral" look of the bar, with options for customization each year, for every board to make the space their own and to escape the space being sensitive to changes in fashion.

Construction

Construction of the bar started on January 2nd, around 8.30AM when we opened up, waiting for the interior builders to show up. From then until february 1st, it was hectic with builders, plumbers, electricians, installers, and movers coming into the space to do their thing. Every day, we were present to make sure all the parties were up to date on what the other ones needed, come up with solutions to problems that showed up, and facilitate some cups of coffee for the hardworking people.
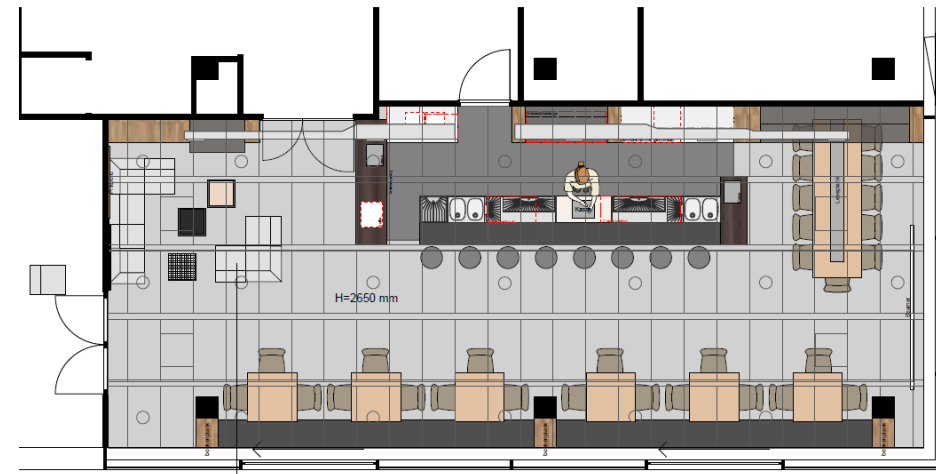
Final Sketches

First day of Construction

Opening

After months of preparing and constructing, the new Member Space was finally done! We of course wanted to celebrate this with a memorable opening party. The Board together with the committee decorated Lucid's Bar and the hallway next to it to accompany all the expected people. We started of with a formal opening for all the partners of Lucid, all the people who helped us to realize the new Members Space, these were the Department, Dienst Huisvesting, the Bar Builders of Dutch Concept and of course the brewery AB InBev. After a formal opening with nice snacks it was time for the members of the association to see the new space. We hosted a drink in LaPlace during the formal opening so the members could gather there. Kay spoke some last words about LaPlace and then together with Lars guided all the members towards the new Atlas building where they did a count down whereafter curtains were pulled down and the new Bar was revealed and opened. We had an awesome party with a lot of old Lucid boards which made the ambience really lovely. A night to remember!

Official Opening of the new members space

Ambiance

Of course with the move to a different building, different member space and different board room there is a change in ambiance. Atlas is a whole different building than Laplace, the spaces aren't located on the same floor anymore and also the Lucid member space has become more distant for students. We notice the separation of the member space and working spaces, but also for us the separation of our board room and the member space result in a different intention when going there. If students need to work on a very serious matter and really need their attention they go and work in the designated ID floors and when they can work in a more relaxed manner of just have some free time, they come to the Lucid member space. The same goes for the board when deciding to work in the board room or the member space. The member space has become Atlas its living room for a lot of members. The cosy atmosphere of the Laplace working spaces isn't around in Atlas, and the member space provides them with a familiar spot where they can hang out or work with their friends. We worked very hard to establish this ambiance in our space and are very proud to be able to facilitate this to our members.

The new bar

CONDUCT FESTIVAL

KA CJ CM SO LL JL TB

This year, the third edition of Lucid's Conduct festival was organised. We were in an unique position, since we were allowed to organise the festival in Laplace when it was emptied for the move. And thus, the theme was secured. We would be saying goodbye to the past of Laplace and saying hello to our new future in another building, but not without having some quality time with our beloved retiring building. After almost a year of preparation, this year's edition turned out to be the most ambitious and biggest of all. The whole concept of Conduct was turned around, it now was an indoor event, we had numerous workshops during the day, two stages with complete lineups, and made it a closed event with a ticket sale. And after selling out at 600 tickets and even making its way into the Ticketswap market, the festival turned out to be a huge success! All workshops were filled and ambitiously directed, after which the night fell and both visitors and artists had an incredible night. We are proud to have been able to facilitate such an iconic event and are curious of its future.



Experience Room

Main Stage


Workshops

GLOW

KA CJ CM SO LL JL TB

GLOW

Over the last three years, Lucid has collaborated with the study association of Built Environment, CHEOPS, on building light installations for the GLOW light festival. This year, members from both associations created an interactive light installation named 'LOOP'.

After the success of this first version of the installation, the committee was welcomed with the TU/e Innovation Space and the project will continue and exhibit 'HYPAR' at GLOW 2019. Thanks to the success and the scale of the project, the team created by this collaboration is on track to become a TU/e student team in October 2019.
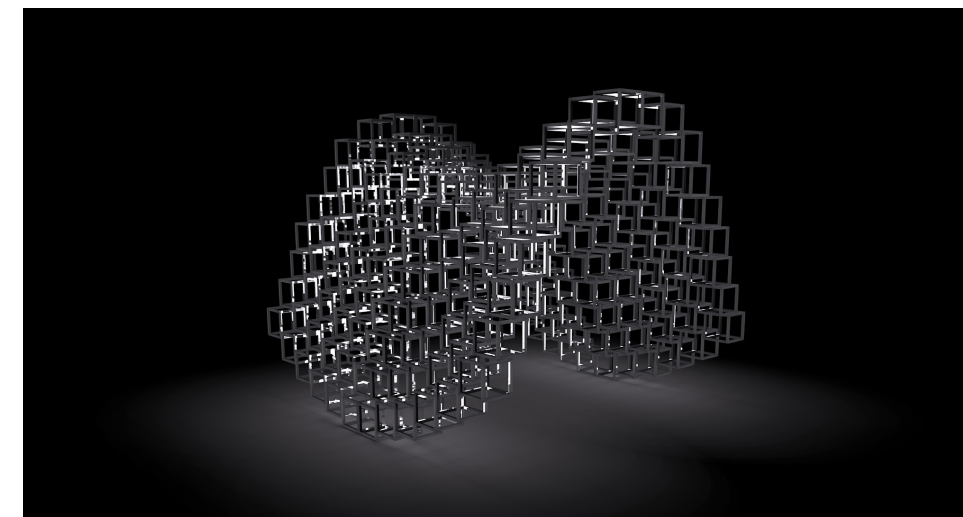
First Render of Hypar
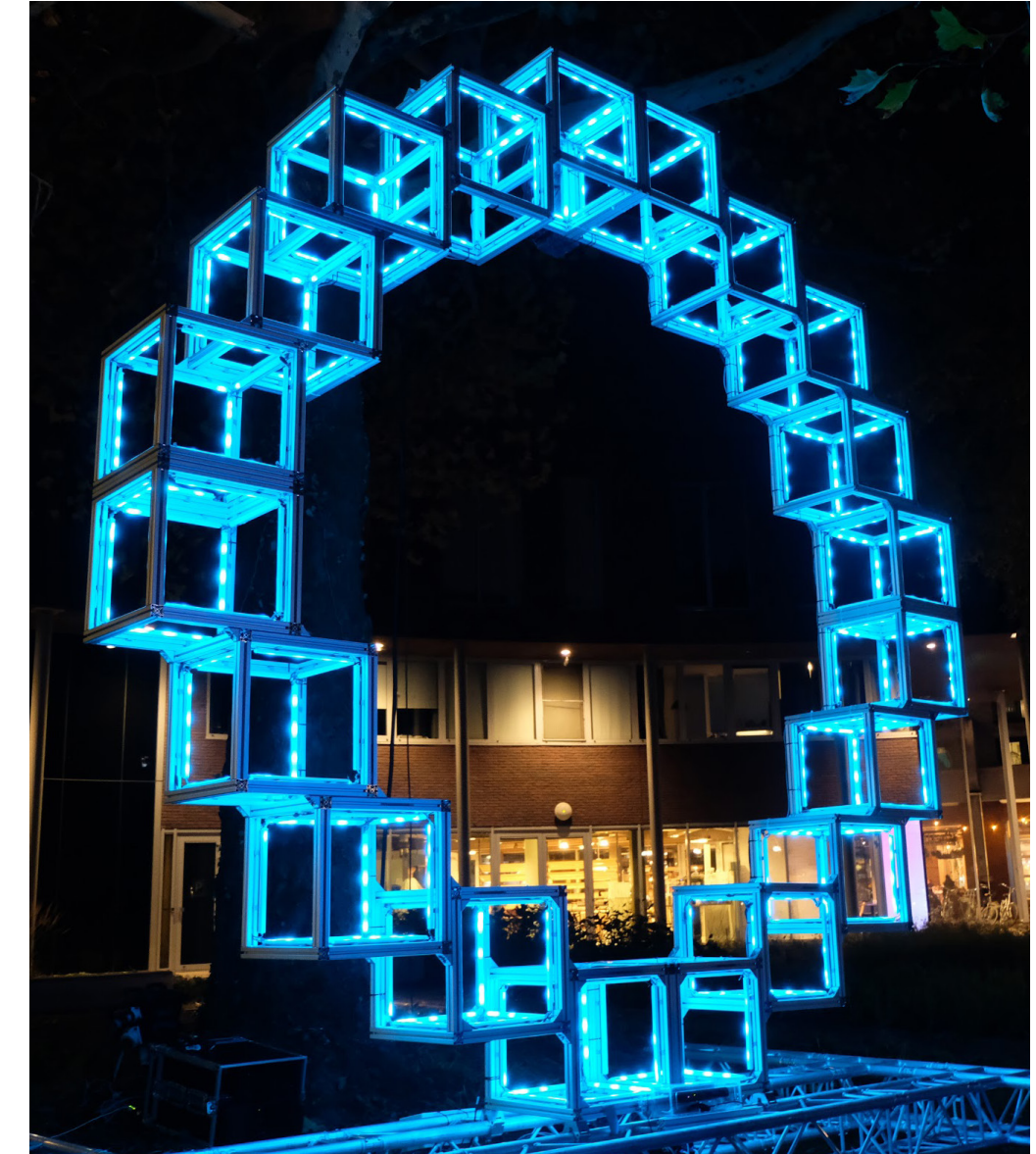
Loop at GLOW 2018

THE CANDIDATE TRAJECTORY

KA CJ CM SO LL JL TB

Unfortunately we can only be board for one year. To ensure continuation and growth of the association, we need to find the right successors. This is done by following an intense candidate trajectory. Our predecessors restructured the trajectory last year to improve the quality and make it more professional. We were the first board to have experienced this new trajectory and were enthusiastic about the process. We reflected upon the process with each other and with our predecessors. The overall structure of the trajectory was kept, however there were a few things we wanted to improve upon.

We started the trajectory about a month earlier. We noticed last year that the time for knowledge and function transfer was relatively short and that we missed out on some candidate-events. Secondly, we were more open towards the candidates about how they did on their assignments and progress. We installed feedback moments in the trajectory to improve this communication between the board and candidates.

Introduction
24 candidates

This phase focuses on getting to know our candidates, but also is a phase for them to get to know Lucid. We want motivated people who can make a considerate choice based upon the knowledge they gain during this phase.

Assignments
Throughout Trajectory

The assignments focus on getting to know Lucid as an association and its history. We have done assignments with our Five Year Policy, organized a diner with old board members of Lucid, gave them theses to work with and introduced an assignment which focuses on writing a vision and strategy for Lucid.

Interview #1
19 candidates > 11 candidates

The interviews were held by the interviewing committee and focused on why the 9 candidates would want to be a board member at Lucid. The interviews functioned as a selecting procedure looking at what the candidates want to improve within Lucid and how their motivation fits their goals.

Interview #2
11 candidates > 6 candidates

Before the last interview the candidates focused on gaining in depth knowledge of the functions that the Lucid Board executes and also how to gain more experience in working together as a team. This interview was function specific and functioned as final selecting procedure.

Knowledge Transfer

The transfer of knowledge to the next board is very important and should be watched closely. A transfer document was created to keep track of the transfer to make sure nothing was forgotten. Together with our successors we closely collaborated and communicated well about their policy. This way we prepared them for their election and the Change of Boards in September.

Bar Treasurer

We started with a trial of having the treasurer of the bar a function in the board, instead of in the committee. This was initially intended to fix the function and lower the workload for the committee member. We changed a lot in the financial structure of the bar, to make it more manageable. Doing this, we noticed that it was very useful to have the bar treasurer be a part of the board, for easy communication with the Lucid treasurer, and for trust/responsibility reasons, since the bar treasurer has full access to the Lucid bank account and administration.

Internal Affairs + Professional Relations

This year we noticed it could be valuable to have someone who is involved on both the supply and demand perspective of external affairs. Next year, the functions of Commissioner of Internal Affairs and Commissioner of Professional Relations will be fulfilled by the same person. This will ensure better alignment between the value companies we work with provide and what the members expect from such companies.

Policy workflow

This year we introduced the new policy structure, from the beginning of the candidate trajectory that has been the way of working for the upcoming board. We noticed that they understood the policy structure much faster, that it helped them to set goals faster and that they can start working according to the policy much earlier.

Minutes after revealing the new candidate board!

Our successors

THANK YOU
FOR READING