Guidelines study groups OZSW

June 2026

The purpose of an OZSW study group is to develop collective research-related activities in a certain philosophical area or on a certain philosophical topic. These activities can consist of seminars, discussion sessions, reading groups and the like.

The advantages of being a member of an OZSW study group is that one gets access to other philosophical scholars in one's area of specializations, which are not always present in one's own university. The OZSW encourages such collaboration and aims to support this by being a source of information on existing workgroups and bringing scholars working in the same area in touch with each other.

Members of the OZSW are thus cordially invited to start up study groups.

The guidelines below summarize the main aspects:

STARTING UP A GROUP

1. **All members of the OZSW are allowed to start an OZSW study group**. A study group can have one or more coordinators. The coordinators should all be an OZSW member.

2. **In order to start a new study group**, send an e-mail to assistant.director@ozsw.nl with the following information:
    - Title study group (e.g. 'political philosophy', 'scepticism')
    - Name + e-mail address coordinator(s)
    - Short description of the topic of the study group
    - Short description of the set-up / practicalities (e.g. how often will the group meet, what will the activities consist of?)
    - Initial list of members

3. The OZSW office will **put the group on the OZSW Study Group page**, and make an event category for the study group. The OZSW office will inform the study group coordinator once this has been done. The study group coordinator sends requests for changes to the page to secretariaat@ozsw.nl.

4. The OZSW office will **announce the new group** in the OZSW newsletter and through a news item on the OZSW home page.

GROUP MEMBERSHIP

5. All OZSW members can become a member of **multiple study groups**.

6. People can **sign up for study groups** by e-mailing the study group coordinator. The study group coordinator informs the OZSW regularly about new members, to be added to the study group page.

7. Study group coordinators are allowed to pose **reasonable demands on membership** of the study group, such as regularly visiting the meetings, or reading texts in advance of the meetings.

8. Coordinators can also allow **non-OZSW members to join the group**, but the majority of the members of a study group should be OZSW members, and all members should be active in scientific research or academic graduate education. It is not necessary that one does philosophical research, other academics are welcome too.

COMMUNICATION ABOUT ACTIVITIES

9. The study group coordinator will announce **all activities of the study group in the event calendar** on the website. The study group coordinator will send an e-mail to secretariaat@ozsw.nl with at least the following info: date/time, location, description, which study group. The OZSW will post the event on the site.

10. **If the group has not organized any activities for more than a year**, the study group page will be disabled on the OZSW site. The event calendar will be the reference point for determining if a group has developed any activities in the past year. A removed group can be activated again after the study group coordinator has contacted the OZSW coordinator with a proposal for a new activity.

11. The study group is advised to create a mailing list in order to facilitate communication between the group members. If needed, the OZSW office can help in how to do this through their own e-mail program.

VENUE FOR GROUP ACTIVITIES

12. The organizer of a study group activity is responsible for **booking a room for events**. Unfortunately, the OZSW has no budget for using external/commercial venues. For their activities the study groups should thus make use of meeting rooms at one of the universities participating in the study group.

13. Considering that room availability at each university is always limited, the OZSW strongly encourages study groups to **rotate group activities** as much as possible **between the participating universities**, so that the 'burden' is fairly shared. If all activities are organized by the same person – i.e. the coordinator – she/they/he can of course

request the group members to take turns in booking a room at their respective universities.

OTHER

14. Exceptions to the above guidelines are possible by making a motivated request to the scientific director of the OZSW.