

# CLEWS FSR – Meeting Protocol Template

Location and time: *Potsdam, 18:00, 31.03.2026*

Meeting announced on: *03.03.2026*

Protocol Author: *Alex*

Moderation: *Benny*

Format of the representation of voting results: (*For / Against / Abstentions*)

## Agenda (TOPs)

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- Plan general assembly: book room, send invite on Discord & also into WhatsApp groups – **Flo & others** ✓
- Continue planning movie event – **Silke & Benny**

### CLEWS Modules:

- Work on document about CLEWS courses content of 1st semester (esp. Intro to the Earth System) – **Benny & Emma G.** ✓
- New Mark Lawrence courses: plan this more, involve CLEWSies, make a draft, talk to Thorsten Wagener – **Jonas, Silke, Benny**

### Others:

- Tell people to fill evaluation doc for semester – **everyone** – still in progress
- Follow up on the new FSR room news – **Sophia**

### Long-term ToDos:

- Set up Instagram poll for people to submit suggestions on mascot (animal/other) associated with CLEWS – **Benny**
- Write HowTos: Ersti Fahrt & Finance – **Tilo** ✓, Awareness section – **Aeon/Elli**, Website – **Aeon**



## 1. Attendance

**Members present:** Aeon, Benny, Emma, Gustav, Konsti, Sophia, Tilo **Members absent:** Liv, Ludo, Silke  
**Guests:** Alex, Bianca, Emma G., Flo, Louis

## 2. Determination of quorum

50% or more present? **yes :D**

## 3. Acceptance of the previous protocol

Protocol of the last FSR meeting (*3rd of March*) written by *Sophia* accepted unanimously.

## 4. Action items review

Events:

## 5. General assembly

People that want to be candidates for the new election should react to the Discord message, we send reminders in the generation WhatsApp groups

Room is booked: 2.28.0.104. Do we still need people to supervise counting? I could ask if the MaPhy People want to do a Counter / Supervisor Exchange. The protocol is prepared. To Do's for the general assembly:

- React to the message if you want to be elected! @all
- Determination of Voting Method
- Prepare powerpoint slides to show off the Student Councils Work! @Benny

## 6. Finance

### Haushaltsplan:

Vote on the updated Haushaltsplan for 10/25 till 09/26.

The FSR is quorate with 7 members. Vote on the Haushaltsplan with (7/0/0) with (Yes/No/Absentions), which means that the updated Haushaltsplan is accepted.

## 7. Events

**Movie-Screening:** Have we found a semester yet? Will be done later, maybe even when Silke is back.

**Geo Summer Party** No updates? Nothing going on there.

**Clews Fiesta** Invite has been sent out, it will happen on the 10th of July 2026.

Organised by Andres, Sophia and Benny.

If anyone has ideas for the program, contact those 3 people.

**Campus Festival** There will be a CLEWS-Booth organized by Benny. If anyone has an idea for the program, also contact Benny. Festival will be on the 5th of June.

## 8. Organizational Stuff

**Clews-FSR Mailing List:** Have we thought about having a mailing list for all Clews FSR members, through which the FSR can be contacted? We could get one from the asta, This way, communication will not always go through just one person.

**Room Updates** Has there been any updates? It is probably gone be on the 1st floor, there is a room range but no direct room confirmation. 1.22-1.27 for three student councils. The move could be pretty soon?

Taskforce for the FSR Room? We will discuss specifics in the next meeting with the new FSR.

**Clews Module Document** Benny worked on it, it is roughly finished. Sophia will take a look at it. After, it will be sent around to the professors and the task will be done.

**Mark Lawrence Course** Jonas and Benny are organizing this now. The focus will be on how to handle Crisis with lots of single lectures with different professors.

## 9. Action items

Events:

- Plan general assembly: book room, send invite on Discord & also into WhatsApp groups – **Flo & others**  
✓
- Organize BBQ afternoon / event for the 24th of April! -BYOB!!!

CLEWS Modules:

- Work on document about CLEWS courses content of 1st semester (esp. Intro to the Earth System) – **Benny & Emma G.**

- New Mark Lawrence courses: plan this more, involve CLEWSies, make a draft, talk to Thorsten Wagener – **Jonas, Silke, Benny**

Others:

- Tell people to fill evaluation doc for semester – **everyone** – still in progress
- Follow up on the new FSR room news – **Sophia**
- Adjust instagram settings. – **Benny**
- Think about a mailing list? – **Everyone?**

Long-term ToDos:

- Set up Instagram poll for people to submit suggestions on mascot (animal/other) associated with CLEWS – **Benny**
- Write HowTos: Awareness section – **Aeon/Elli**, Website – **Aeon**
- Continue planning movie event – **Silke & Benny**

## 10. Next scheduled meeting

**Date:** General Assembly 14th April, 18:00

**Location:** 2.28.0.104