

CLEWS FSR – Meeting Protocol

Location and time: 2.01.1.15, 06:15pm, 29th April 2026

Meeting announced on: 16th April 2026

Protocol Author: *Emma*

Moderation: *Benni*

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

Agenda (TOPs)

1	Attendance	1
2	Determination of quorum	1
3	Acceptance of the previous protocol	1
4	Action items review	1
5	Finance	1
6	Student Council Trip	2
7	First Semester Week(end)	2
8	Student Council Room	2
9	Events	2
10	Organizational Things	2
11	Action items	2
12	Next scheduled meeting	3



1. Attendance

Members present: Alex, Benny, Bianca, Emma Griese, Flo, Jonas, Marissa, Pauli, Sophia, Tanaumi, Faith

Members absent: Emma Gerlach, Silke

Guests: /

2. Determination of quorum

50% or more present? **Yes!**

3. Acceptance of the previous protocol

Protocol of the last FSR meeting (23rd of April 2026) written by *Alex* accepted unanimously.

4. Action items review

New FSR ToDo's:

- Register the Student Council with VeFa → **Konsti** ✓
- Ask Sophia about Contact Person → **Benny** ✓, decided role is probably not necessary
- Website access → **Flo and Alex**, in progress
- Collect information regarding university politics and post it or ask Sophia → **Alex**, in progress, documents are in the drive
- Ask Gustav regarding Gülpe → **Benny** ✓
- Find a date for the Student Council Trip → **Marissa** ✓

Student Council Room:

- Check the CLEWS's Locker → **Bianca**
- Coordinating getting the key and move → **Benny, Marissa**, in progress
- Find a meeting time for the room coordination → **Marissa**

CLEWS Modules:

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

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**

5. Finance

We are quorate but there is nothing to vote on.

We still have 342.66 that we need to spend until October.

From this we do not need to finance the First Semester Week(end).

6. Student Council Trip

Gülpe is not available anymore this year. We should maybe try to reserve a place for the next year? House of the parents of Jonas in Brandenburg might be a possibility, would also be free. Flo could also ask the art club for their hut (maybe even in exchange for some work/ only small price). Generally, we would like to go on a trip.

7. First Semester Week(end)

We should start planning the first semester weekend.

- The financing will be done in the new financial year (from October on).
- SOON: Contact possible places to stay and reserve. This needs be done FAST. Contact the same hut as last year. It might be too be large when number of students is reduced. The other possible hut in Werder does not have a kitchen/ only bad vegan food, so we don't want to go there.
- Check the availability of the hut in Templin for the weekends: 23-25.10/30.10-01.11/06.10-08.10
- Maybe create a taskforce First Semester Week(end) to plan. Everybody should think about how they would like to be involved.
- Maybe rethink the food during the weekend. From last years experience, some people were hungry as their are not used to the german way of eating (especially two times bread a day).

8. Student Council Room

Idea to get a locker box, but as we would like to put it next to the room inside a house, it would be problem to get in the house in the evenings. Maybe we should get a second transponder to solve this?

Would it be a possibility to hold the FSR meetings in the room, as it would be more comfy? We have to think about a solution for the hybrid-meeting option. We will ask around what technologies are available in the building or can decide on the day depending on the need for hybrid meeting.

9. Events

- **Summer Geo party:** It is happening on the 10.07, so we can't join. We might want to to a get-together of only the FSRs to celebrate the move and still meet the other FSR.
- **Stadtradeln** = City Cycling: Initiative for cycling, also trying to support policies towards a bike-friendly city. Teams can take part and compete who bikes the most. We should organize a university subgroup not our own group, in Potsdam 02.6.-22.06. People biking in Berlin

can still count their km for the competition in Potsdam, recording can be done through apps like strava.

- **Kletterwald:** Place with a climbing course in the forest. We could do it at Telegraphenberg. Might be a bit expensive, so we will compare different places and then decide. End of May would be a nice timing?
- **CLEWS fiesta:** We asked Nil-Keller, will know more next weekend. We should promote the fiesta to everybody, so that people will be there.

Generally, should we limit events with food to only vegetarian/vegan? It would promote climate-friendly food, but might exclude some people. It might depend on the food event, e.g. at the First Semester Weekend, the FSR provides the food, while in other events, people bring their own food. We could promote vegan food, for example through cooking classes/ making explicitly vegan events but not forbid non-vegan food. Exact phrasing is important as food is an emotional topic. Maybe come back to this in a few weeks.

Other event ideas for this semester:

- **International Potluck:** Sometime in June? We can also create a recipe folder in the drive so that participants can share their recipes
- **German Slam:** Might be better in the beginning of the winter term, as an introduction for the first semester.

Would be nice to do a "upcoming events" post to promote our events. So we should soon decide on the dates for the events happening during the semester.

10. Organizational Things

In the future we want to include summarized updates of the VeFa topics after a visit in our FSR meetings. Additionally we also would like to have summaries of interesting mails we have received.

Tilo created a template for FSR certificate, which is on the drive soon.

We have no back-up of our drive. A physical copy would be good. Right now we have approx. 3GB, so a usb stick with 32/64GB should be enough. We would like to buy one.

11. Action items

New FSR ToDo's:

- Website access → **Flo and Alex**
- Collect information regarding university politics and post it or ask Sophia → **Alex**
- Ask to use house for students council trip → **Jonas, Flo(?)**
- Ask hut in Templin for First Semester Weekend → **Flo**

- Organize Stadtradeln → **Benny**
- Check prices and possible dates of Kletterwald → **Pauli**
- Create WhatsApp group for Campus festival and for CLEWS Events → **Benny**

Student Council Room:

- Check the CLEW's Locker → **Bianca**
- Coordinating getting the key and move → **Benny, Marissa**
- Find a meeting time for the room coordination → **Marissa**
- Remind Aeon/Elli to write HowTos → **Flo**

CLEWS Modules:

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

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**
- Refine the Awareness Concept → **Flo**

12. Next scheduled meeting

Date: 13th May 2026, 18:15

Location: 2.01.1.15