

CLEWS FSR – Meeting Protocol

Location and time: 2.01.1.15, 06:15pm, 13.05.2026

Meeting announced on: 9.04.2026

Protocol Author: *Paulina*

Moderation: *Alex*

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

Agenda (TOPs)

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1. Attendance

Members present: Alex, Bianca, Flo, Marissa, Pauli,

Members absent: Benny, Emma Griese, Silke, Sophia, Emma Gerlach, Faith, Tanoumi, Jonas

Guests: Andreas, Louis

2. Determination of quorum

50% or more present? No.

3. Acceptance of the previous protocol

Protocol of the last FSR meeting (29.04.2026) written by *Emma Griese* is not yet accepted, as we are not quorate.

4. Action items review

Ongoing action items:

- Website access → **Flo and 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**
- Remind Aeon/Elli to write HowTos → **Flo**

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**

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**
- Collect information regarding university politics and post it or ask Sophia → **Alex**

5. andreas shares things, CLEWS Fiesta

- Benny and Sophia will take over a lot of things, would be nice if for each point someone wants to be responsible for:
- Food (Potluck), Quiz/Bingo, Data, Clews-Sticker GeoGuesser, Photocontest (with applausometer), Hometowns on a map (online)
- Music: Speaker and other technical things (we can rent a lot of this from other FSR)... Bianca will make playlist
- Map maybe physical? buy big worldmap, everyone can place needle. Have digital option additionally. (we tried out menti option)
- Potluck should be organized on time, not just registering meals night before. We want to have diverse food (not just pasta, salad and cake). Let's combine potluck with fiesta and not do a separate one this semester. Two week before deadline. Labels state which is vegan/vegetarian/meat/fish

andreas has a list for the topics with the names

potluck bianca and olivia, quiz flo alex and louis, geoguess emma gerlach, hometowns alex pauli and louis, for photos andreas will ask stephan

let's make it an ungerman party

6. Finance

All the nice finance stuff:

We have some money, ideas to buy things:

- Keylock ,
- physical map (maybe we can use printing service of UP),
- whiteboard (ask the house),
- chairs (we have snatched a few already)

7. Registration

We are is registered, election got accepted by VeFa.

We got some remarks on our Constitution. We should probably changed it soon-ish, definitively before October. Do we need to make a new general assembly for this or can we do it in a normal meeting?

8. Student Council Room

We **direly** need to sort out the stuff around the new student council room.

- Mark our couch in the old room, so that is it moved into the new room. Or should we just move it ourselves? TODAY ✓

- Contact Mrs.Dörrwand about the transponders we need. WHO should get one?
 - Alex because Financer
 - Someone else because they live close to Campus
 - Someone else because they are here a lot
 - Someone who needs access to the office - event organizers
 - Andreas, maybe also the secretary
- Contact Mrs.Dörrwand that the rest of the stuff in the room is not ours.

Regarding Andreas old Office, we meet with him soon to move our stuff. Maybe better after we get keys, on the wednesday 27

Do we need to have a keylock for transponders or not? The quality of life probably doesn't improve much in comparison to the complication of losing one

people who want keys: Alex, Andreas, Bianca, otherwise we ask in Discord and per email

9. Student Council Trip

We have time and place fixed (Jonas needs to tell us where)

Plan for the weekend: Teambuilding exercise (Flo)

10. First Semester Weekend

Vietmannsdorf Rüstheim are available 23.-25.10. (they prefer us to come here), 30.10.-1.11.

this would be the second weekend in the semester

do we know amount of people for first semester weekend? Let's set early deadline 25 people will be in new generation, people from this and last sem that haven't been, fsr people estimation is fine, exact number not very important

11. Kletterwald-Weekend

Jungfernheide and Telegrafenberg would be best. Maybe do it on the twentyninth of May, so that it is soonish but not too soon.

Both parks are roughly the same price.

Let's do it on a saturday to combine with a picnic/hanging out afterwards/before.

Next steps: check prices again (maybe student- or group-discount?), do poll in Discord, make a reservation

12. Action items

andreas' list of help for fiesta:

- potluck → **Bianca** and olivia,

- quiz → **Flo, Alex** and louis,
- geoguess → **Emma Gerlach**
- hometowns → **Alex, Pauli** and louis

this weeks other action items:

- contact andreas about moving our things (on wednesday 27th(?)) → **Alex**
- ask on discord who wants key → **Bianca**
- email to Mrs. Dörrwand about key and inventory in old room → **Alex**
- ask in Discord about timing of first semester weekend and reserve the weekend → **Flo**
- check ersti-fahrt how-to and create group chat for task-force → **Alex**
- check prices again, do poll for date of Kletterwald → **Pauli**

from last week

- Create WhatsApp group for Campus festival and for CLEWS Events → **Benny**
- Remind Aeon/Elli to write HowTos → **Flo**

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- Continue planning movie event – **Silke & Benny**
- Refine the Awareness Concept → **Flo**
- Collect information regarding university politics and post it or ask Sophia → **Alex**
- Collect Changes to Constitution needed for General Assembly before October → **Alex**

13. Next scheduled meeting

Date: 20.05.2026, 18:15

Location: 2.01.1.15