

CLEWS FSR – Meeting Protocol

Location and time: 2.01.1.15 / Online, 06:15pm, 20th of May 2026

Meeting announced on: 13th May 2026

Protocol Author: Alex Schiffer

Moderation: Flo

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

Agenda (TOPs)

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May 2026) written by Pauli has been accepted.

4. Action items review

- contact andreas about moving our things (on wednesday 27th(?)) → **Alex** ✓ (now)
- 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**

Student Council Room:

- 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**

andreas' list of help for fiesta:

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

Long-term ToDos:



1. Attendance

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

Members absent: Bianca, Emma Gerlach, Faith, Jonas, Silke

Guests: Louis, Gustav

2. Determination of quorum

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

3. Acceptance of the previous protocol

Protocol of the FSR meeting (29th April 2026) written by Emma has been accepted. Protocol of the FSR meeting (13th

- 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**
- Collect Changes to Constitution needed for General Assembly before October → **Alex**

5. Finance

No regards in finance.

6. Klettergarten Trip

We sent around the poll, people are still voting. We'll instruct them to buy tickets beforehand and organize the picnic when we have the date.

7. Report StuMeTa

Emma G., Tanaumi, Benni, Rizwan, Isa and Faith went to StuMeTa! Emma told us how fun it was :) Many different workshops, poster sessions and lectures as well as fun afternoon program, like BBQ, Museum, City trips, Party and Pubquiz.

We need to tell more People → Insta :)
Next time we need better and earlier info for international students.

8. Campus Festival

Benny, Emma and Flo will set up the Campus Festival (5th of June). We can create advertisement, Benny will tell us if he needs help.

Benny and Andreas thought about creating a roll up(???) with advertisement for Clews on it.

9. Clews Fiesta?

Most Tasks are delegated. See CLEWS Fiesta Orga Document.

After Party Planning:

Nil Party is expensive and complicated (very official). So maybe we do it outside?

If it is good weather, we stay at Neues Palais, if it is bad weather, we maybe join the Geo Summerparty!

10. Clews Rooms

We sent the email for the transponders. We should get two couches, an ottoman, we have two desks, we should also get

chairs.

We will think about getting cupboards or shelves for the room. Maybe contact the other student council people?

11. Website Protocol reorganizing

Flo and Alex have website access.

Alex wants to reorganize the protocols on the website from years to each student council, think it is a nicer overview. Any objections?

12. Action items

- check ersti-fahrt how-to and create group chat for task-force → **Alex**
- Send message regarding the shelves. → **Benny, Emma**
- Get Biancas to change the meeting day.

from last week

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

Student Council Room:

- Coordinating getting the key and move → **Benny, Marissa**
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CLEWS Modules:

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Long-term ToDos:

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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: 03rd June, 06:15pm

Location: 2.01.1.15