

# CLEWS FSR – Constitutional Meeting Protocol

Location and time: 2.01.1.15, 18:00, 23.04.2026

Meeting announced on: 16.04.2026

Protocol Author: *Alex*

Moderation: *Benni*

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

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## 1. Attendance

**Members present:** Alex, Benny, Bianca, Emma Gerlach, Emma Griese, Faith, Flo, Gustav, Marissa, Pauli, Sophia

**Members absent:** Silke, Tanaumi

**Guests:** Andreas, Miriam, Gustav, Louis

## 2. Determination of quorum

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

## 3. Acceptance of the previous protocol

Protocol of the last FSR meeting (31.03.2026) written by *Alex Schiffer* accepted unanimously.

## 4. Action items review

### Ongoing action items:

Events:

- Organize BBQ afternoon / event for the 24th of April! -BYOB!!! ✓ (See 6)

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, Benny**

Others:

- Tell people to fill evaluation doc for semester – **everyone** ✓
- Follow up on the new FSR room news – **Sophia** ✓ (See 7)
- Adjust instagram settings. – **Benny** ✓
- Think about a mailing list? – **Everyone?** ✓ (See 8)

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. BYOB tomorrow

Meet at 3:30 ????

## 6. CLEWS Fiesta

Andreas presented a plan for the CLEW's Fiesta (July 4th). It would start on four, after speeches there should be a program. About a hundred people are expected. **Tasks that he needs the Student Council for:**

- We need people to help with the building before and after
- Someone could create a CLEW's quiz with data from Andreas and the SC → **Flo**
- Game Idea: Clews Sticker GeoGuesser → **Emma Gerlach**
- Organizing a photography competition
- Story Circle on the Stage
- Music Entertainment → Live Band with Profs?

We should think about who wants to help with what and then contact Andreas.

Additional idea: Mascot Drawing Contest to get design for T-Shirts?

## 7. CLEWs Room

We are finally getting a room, we need to distribute a few rooms between several student councils.

The student councils want their separate rooms, so we won't have a big shared room between most student councils.

They suggested for us to take 1.26/27 and also the room 1.25. We will probably accept the offer of the two small rooms.

18:52 *Louis is leaving the meeting.*

## 8. Setting up the new FSR

**The official roles:**

The student council *needs* to elect two official roles to be a full student council. The roles are the *Finanzer / Financier*, as well as the *Vernetzungsbeauftragter / Networker*.

The financier will be responsible for the finances and sending in the financial decisions of the FSR to the VeFa.

Apart from Alex and Bianca no one wants to be the financier. The vote on **Alex being the main financier** of the CLEWS student council is **accepted with (11/0/0)**.

The vote on **Bianca being the substitute financier** is **accepted with (11/0/0)**.

The Networker will be responsible of going to the VeFa (Network Group of all Student Councils once every month. The VeFa is quite important as it is an official organ of the student body where the student councils vote on specific stuff.

The vote on **Emma Griese being the Vernetzungsbeauftragter / Networking Person** of the CLEWS student council is **accepted with (11/0/0)**.

The vote on **Benny and Paulina being the substitutes for**

the networking position are also **accepted with (11/0/0)**.

**The other, equally as important roles:**

- E-Mail: Alex and Emma Gerlach
- Website: Flo (in charge) and Alex
- Events: Emma Griese, Paulina, Jonas, Benny, Marissa, Bianca, Faith, Emma Gerlach
- Merch: Paulina, Emma Gerlach, Benny, Jonas, Flo, Alex, Miri
- Social Media: Benny, Pauli, Alex, Emma Griese
- Graphic Design: Alex, Pauli, Emma Gerlach, Emma Griese, Silke?
- Awareness - Team: Flo, Marissa, Bianca, Alex, Benny
- Coordination: Alex, (Emma Gerlach)
- Room Coordinator: Marissa

19:19 *Gustav leaves the Meeting*

19:38 *Sophia leaves the Meeting*

**Registering the new Student Council**

We need to fill out the registration-leaflet and send this and the *signed* election protocol as well as our constitution to the VeFa.

We will get Konsti to send the mail to the VeFa.

**FSR resources**

- Protocols. Our protocols are written in our Overleaf.
- CLEW's Mail Account.
- Google Drive for the Google Account
- CLEW's Calendar
- CLEW's Instagram Account

What are other resources that we have, which the new members need to know about?

## 9. Finance

We're quorate but there is nothing to vote on.

20:09 *Faith and Bianca are leaving the meeting.*

## 10. Campus Festival

We have a booth at the campus festival on the 5th of June.

Benny already has a lot of ideas for the entertainment and stuff at the Booth.

He needs more people to help man the booth, the festival starts at maybe 2pm.

## 11. Student Council Trip

Planning weekend at Gülpe for the student council.  
We stayed at a station in Gülpe for free, we need to ask Gustav to contact them.

## 12. Geo Summer Party

They want to put the date on the 10th of July. Since that is colliding with our Fiesta. This doesn't work for us, so we will not be able to attend and will not take part in planning.

## 13. Action items

New FSR ToDo's:

- Register the Student Council with the VeFa → **Konsti**
- Refine the Awareness Concept → **Flo**
- Ask Sophia about Contact Person → **Benny**
- Website access → **Flo and Alex**
- Collect information regarding university politics and post it or ask Sophia → **Alex**
- Ask Gustav regarding Gülpe → **Benny**
- Find a date for the Student Council Trip → **Marissa**

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**

## 14. Next scheduled meeting

The only time where 10/11 people are available is in Wednesday at 06:15pm. **Date:** 29th of April at 06:15pm.

**Location:** 2.01.1.15

*The meeting concludes at 20:25*