Minutes of the constituent meeting of the Permanent Foreign Students Committee of the University of Hanover on the 16th of July 2015

Meeting place: AStA conference room

Attending: Tatia, Aymen, Zied
Guests: Anna

Beginning: 06.13 pm

The meeting is conducted in German language.

Temporary agenda of the day:

1. Election of the chairman and the Minutes keeper
2. Resolution on the agenda for the day
3. Introducing of the members of the Permanent Foreign Students Committee
4. Explanation of the structure of the Permanent Foreign Students Committee
5. Election of the speakers of the Permanent Foreign Students Committee
6. Approval of the minutes of the general assembly and of the last meeting.
7. Introducing of the budget for the next semester.
8. Finance applications
9. Discussions
10. Other

AI 1. Election of the chairman and the Minutes keeper

Chairman: Tatia
Minutes keeper: Aymen

➢ The candidates are unanimously elected.
Al 2. Resolution on the agenda for the day

- The following agenda is unanimously assumed:
  1. Election of the chairman and the Minutes keeper
  2. Resolution on the agenda for the day
  3. Approval of the minutes of the 9th unordinary meeting of the Permanent Foreign Students Committee on 01st of June 2015
  4. Minutes of the General Assembly of the Permanent Foreign Students Committee on 12th of June 2015
  5. Introducing of the members of the Permanent Foreign Students Committee
  6. Explanation of the structure of the Permanent Foreign Students Committee
  7. Election of the speakers of the Permanent Foreign Students Committee
  8. Introducing of the budget of the Permanent Foreign Students Committee
  9. Finance applications
  10. Application for a distribution of tasks of the Permanent Foreign Students Committee Speakers for the Tenure SuSe 2015/WiSe 2015/2016
  11. Minutes keeper for the meetings of the Permanent Foreign Students Committee
  12. Establishing of the content of the Facebook fan page
  13. Other

Al 3. Approval of the minutes of the 9th unordinary meeting of the Permanent Foreign Students Committee on 01st of June 2015

Tatia and Aymen were in the meeting. Therefore they can check and approve the Minutes.

- The minutes of the 9th unordinary meeting of the Permanent Foreign Students Committee on 01st of June 2015 were unanimously approved.

Al 4. Minutes of the General Assembly of the Permanent Foreign Students Committee on 12th of June 2015

Aymen declared the lack of the results of the elections on the general assembly in the minutes. Therefore they should be added on both German and English versions.

Al 5. Introducing of the members of the Permanent Foreign Students Committee

Tatia, Aymen and Zied introduce themselves.

- Tatia: studies Master European Studies
- Aymen: studies Bachelor Mechatronics
- Zied: studies Bachelor Mechanical Engineering

Alex and Bart can introduce themselves on the next meeting.
AI 6. Explanation of the structure of the Permanent Foreign Students Committee

Tatia introduces the statute and the procedural rules of the Permanent Foreign Students Committee. They are available under the following link: http://www.wiki.asta-hannover.de/doku.php?id=informationen%3Auslaenderinnenkommission

AI 7. Election of the speakers of the Permanent Foreign Students Committee

The following Departments were introduced:
Department of Finance
Department of Organization
Department of Networking
Department of Public Relations

➢ The following representative positions were selected for the elections:
Finance Representative
Organization Representative
Networking Representative

The Department of Public Relations should be transferred to the speakers of the Permanent Foreign Students Committee.

The individual candidates present themselves for the following positions:
Finance Representative: Aymen und Zied
Organization Representative: Tatia
Bart has announces that he wants to candidate for the Networking Representative position.
➢ The candidates are unanimously elected.

Alex cans candidate in the next meeting.

AI 8. Introducing of the budget of the Permanent Foreign Students Committee

Tatia introduces the budget. It is available on the Minutes of the General Assembly of the Permanent Foreign Students Committee on 12th of June 2015.

AI 9. Finance applications

The following finance application was posed:

Applicant: B-TAH Verein
Event name: BTAH Ramadanischer Abend 2015
Applicated amount: 100 Euro
➢ Note: The event description is not detailed enough.
➢ An amount of 90 Euro is approved.
AI 10. Application for a distribution of tasks of the Permanent Foreign Students Committee Speakers for the Tenure SuSe 2015/WiSe 2015/2016

This application was posed from Tania.

- The application will be dealt on the next meeting as soon as Tania and Mhamed would be there.

AI 11. Minutes keeper for the meetings of the Permanent Foreign Students Committee

Aymen proposes to take over as the Minutes keeper for the entire term of office. The Job Description is on the Minutes of the 8th unordinary meeting of the Permanent Foreign Students Committee on 08st of May 2015 in AI 9.

- Aymen is unanimously elected and hired for the job.

Anna- former speaker of the Permanent Foreign Students Committee WiSe 2013/2014 / SuSe 2014- declared the lack of the seven last English versions of the meeting minutes as well as of the general assembly of the WiSe2014/15.

- Aymen takes the translation of the Minutes in charge.
- An additional invoice will be set for this task. The total price of this task should be discussed on the next meeting.
- For this task is a deadline set for the end of October 2015.

AI 12. Establishing of the content of the Facebook fan page

As mentioned in item 7, the Department of Public Relations should be transferred to the speakers of the Permanent Foreign Students Committee.

The Permanent Foreign Students Committee should be presented on Facebook only with a fan page. If the events invitations are impossible with the fan page only, then a Facebook profile would in addition be created on behalf of the Permanent Foreign Students Committee.

Tatia should delete the old fan page of the Permanent Foreign Students Committee.

The following contents were set for the Facebook fan page:

- University public events
- Student affairs
- No political contents

AI 13. Other

Tatia notes that the Permanent Foreign Students Committee should be more active to the outside. She proposes the following event concepts:

- Excursions
- Grill
- Bigger Networking Meetings
- Workshops
• Conferences

The following points should be set in the agenda of the next meeting:
• By-election of the Permanent Foreign Students Committee
• Application for a distribution of tasks of the Permanent Foreign Students Committee Speakers for the Tenure SuSe 2015/WiSe 2015/2016
• Minutes keeping
• Facebook fan page

End: 09.00 pm