

# Minutes FSCL Meeting 2023/01/19

**Attendees:** Jule, Kazem, Max, Sofia, Sven, Urban, Urs, VB, Yixuan

**Minutes:** Jule

**Chairperson:** Urs



*Urs officially opens the session.*

## TOP 1 Freshmen

Issue: Some of the freshman can't enter the building with their ECUS-card. **Urs** contacts Edgar.

*No new problems have reached us. Everything seems to be fine.*

## TOP 2 Answering mails

Email "Tischtennisplatten im Foyer":

- Until now the new and old table tennis table still stood in the Foyer. We should find a different place for them. Problem: They don't fit into the elevator.
- The new table tennis table is temporarily placed in a room within the institute.
- The old table tennis tables need to be disposed as bulky waste (Sperrmüll). To do so we first need to make an application at the responsible department of the university.

Email "Old exams":

- A request for old exams was forwarded to us. Urban already replied.

*The other mails were classified as irrelevant.*

**Urs** Checks how to dispose the old table tennis tables.

## TOP 3 Buying Stuff / Abrechnung

Kitchen stuff: Only want to order the sandwich maker. **Sven** informs stuvus that we want to order the sandwich maker.

Others: cloth bags, stickers

Safe: **Marc** creates an Excel Sheet for the bookkeeping. **Marc** + **Urs** do the Abrechnung for 2022. **Urs** changes PIN of safe.

**Urs** did the Abrechnung. We get 93€ from stuvus for our spendings of the Christmas party. This should mainly cover the spendings for the non-alcoholic drinks and snacks. In combination with the money from the Getränkekasse for the alcoholic drinks we didn't really make a loss.

## TOP 4 (Team) Events

Climbing: In January. **Marc** checks for possible dates and gets a poll-creator to do a doodle.

IMS-weekend: 03-05.02.2023, in house Altensteig in black forest (reachable via public transportation). Stuvus financially supports the weekend somehow. We expect 25-30 students. Financial support from stuvus: 25€ food (if 2/5 sustainability criteria met) and 22€ accommodation (if people still pay at least 10€ themselves) per person per day. We need to pay the

money for the accommodation. We can buy beverages in close surrounding of house. We need to do workshops / organize them. We need to organize the activities (like hiking). We need a time-plan. We should create a form to check whether students are happy with being on photographs and create a folder on nextcloud to distribute them. **Sven** applies for money from stuvus. **Urs** makes timetable for the weekend / the plan for the workshops. **Max** makes grocery shopping list / takes photo of the list in the SR room.

### IMS-weekend:

- Stuvus application for money: There have been several issues with the application, e.g. the title needs to be different, and we need to submit a financial plan that contains all incomes and expenses. We should also separate the stuvus support money for food and the stuvus support money for the accommodation. Theoretically we should also consider that we might need some money in case of an emergency.
- Deregistrations: It was a binding registration and our estimations have been done with the specified amount of participants. Thus it's not possible for students to not come and not pay at all. Still we are fine if they find someone else who comes instead of them. It might get problematic as well as stuvus supports financially for each person who will attend. Let's hope this will not be a problem.
- Money collection: Participants should pay 40€ per paypal or per cash. If they want to pay cash they can come to the SR room on Monday, Tuesday or Wednesday (next week) during lunchbreak. Some of us will be there. As someone pays we need to enter it in the google doc.
- Contact with responsible person of accommodation: We have to leave the house on Sunday at 1pm. The person also mentioned an obligatory cleaning fee of 200€ which was not part of our calculations. We need to check this again, as this contradicts the statement of our contract (with 20€/hour as cleaning fee).
- Planning: All information should be collapsed within one google doc.
  - The time schedule was updated.
  - Workshops: Maybe we can do two at the same time. To plan them we first need to know who is cooking / ... and when they are busy doing that. Until now: (a) "Planning for the year" by Urs, (b) "Integrating international students + diversity and inclusion" by Urban, (c) "How can we align IMS courses with industry standards?" by VB
  - Food: Before deciding on the meals we should check the kitchen situation. For example pizza will be hard to make if we only have a small oven.
- Transportation:
  - There will be 3 cars (Sofia, Sven, Urs). Some of us can go with them by car and help grocery shopping. There should also be some of us who go there with the students via public transportation.
  - Idea: 2 cars go first to Altensteig and buy things there. In case they are missing some things the last car can buy them here in Stuttgart.
  - The accommodation (Jugendhaus Altensteig) is still in the area of VVS. The students need to buy their tickets themselves. Let's hope many of them already have a StudiTicket. It takes ca. 1 hour and 40 minutes to get there.
- Email: We should inform the participants about (1) what they should bring (e.g. bed sheets, ... → see brochure of accommodation), (2) how (and when) to pay, (3) how

they can get there / when we will meet at university, and (4) their responsibility in case they break something.

<b>Sven</b>	Adapts the money application.
<b>VB</b>	Double-checks if Altensteig is still in the area of VVS.
<b>Sofia</b>	Writes email with details to the participants.
<b>???</b>	Decide on meals. And enter the ingredients to shopping list.
<b>???</b>	Plan roles of persons.

## TOP 5 Prüfungsausschuss

Examination board: Marc is the new contact person for the students. **Marc** writes email to inform the students.

*We postpone this topic until Marc writes the email.*

*Urs officially closes the session.*

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Topics to keep in mind:

- Job fair: Organize to integrate some cl-companies to the job fair of computer science next semester.