

# Fachschaftsvollversammlung SAI

**Datum: 26- may 2021**

**Beginn: 4:30 pm**

**Ende: 5:00pm**

**Anwesend FSR: Charlotte, Walid, Aditi**

TOP 1: Posters and dates of movies update

The posters and their dates were shared, all agreed upon the dates and approved the posters.

TOP 2: Is the event for public

All agreed that the event would be an open to everyone and thus be a public event. The invites to the students and teachers of SAI would be sent. And the FSR can invite others as well.

TOP 3: The Festival heiconf Meeting – rough sketch. ( Meeting is on Heiconf)

One FSR would be the backend support of the meeting and will open the meeting half an hour before the scheduled time. The directors may join the meeting 10- 15 min before the scheduled time. The participants would be asked to keep their videos and audios off ( if its less than 10 participants then a call can be taken to keep all the videos on). At 17:00- 17:10 the moderators would introduce the directors and provide the movies link to the participants. The participants would be requested to join the Heiconf meeting after seeing the movie at a stipulated time. They can post their questions in the chat box or put a “?” and the moderator would then ask them to switch on the audio and ask their question. The moderators would moderate the entire meeting and also provide the closing comments.

TOP 4: Ms. Justyna’s reply update by Aditi

She is willing to moderate the festival for two days(week 2 and week 3) but if she is allotted one day she would prefer week 2. Mythili has mailed Mr Arian and awaiting reply. we would then know if he would accept the invite to moderate week 3. Ms. Basu is willing to moderate on 25<sup>th</sup> June.

TOP 5: Certificates for directors and FSR - update by Walid

Kristina has informed Walid that a certificate can be issued by Stura and FR to the FSR and Directors. A template needs to be made, printed and signed by a Fachrat ( one of the FR professors could be requested, the FR will decide whom to ask) and then these certificates need to be given to the Stura. They will then attest it and sent it to all by post. If not, then Walid would collect all certificates from Stura office and will post it to FSR and directors.

TOP 6: mail reply to the directors - and when

The mails to the directors would be sent by coming Monday, once we receive all the mail replies from directors.

TOP 7: Mail to Mr. Lars - main poster and individual posters

Aditi will send the mail with invite and posters to Mr Lars by Friday requesting him to forward the mail to all departments and students of SAI. If need be weekly reminder mails would be sent on Wednesday ie 2 days before screening.

TOP 8: Social media release of the mail poster and single posters weekly

Aditi will post the main poster on FB and Fb group and Charlotte will post it on Instagram and website.

The weekly poster will also be uploaded by every Wednesday.

TOP 9: Who will handle the remuneration form filling for the directors - to be discussed in next meeting

TOP 10: The covid experiences publishing idea -update by Walid- to be discussed in next meeting