

Monthly Meeting minutes

March 15 2017

6th floor of varmeteknsisk lab (rooftop cantina)

14-16

Participants

Faheem	Juana	Shipra
Paritosh	Helen	Roberta
Gibran	Haley	Rita
Lucy	Sunniva	Arthur
Diana	Cristofer	

Objective

To define the areas of work for FYSS, responsible groups and an interim board.

Agenda

Time	activity	purpose
14.15-14.25	Check in	Circle dynamic 5 min. name, research and skills 5min
14.25-14.35	Vision and criteria	Short, mid and long. Criteria in terms actions domains. Teams of 3. post-its
14.35-14.40	Clustering of narratives	Group them in board. This will be the raw matter for the vision proposal.
14.40-14.50	What are the FYSS current activities/actions. (partiosh, fahid)	Get an idea of the current capital and see how it compares/contrasts to the visions. Write on board the main gaps.

14.50-15.00	Gap analysis	Identify the new things on the agenda. Noticing the gap between values and activities
15.00-15.10	Break	
15.10-15.25	Implementation plan	Matching people to activities and project leaders. Each person responsible
15.25-15.40	Pathway. Year agenda. Unresolved issues?	Draft of agenda and plans.
15.35-15.50	Board election	
15.50-16.00	Check out: feelings , feedback, mindfulness	

Results

Check in

The session started at 14.15 with 14 participants. A check-in activity was conducted by Gibran and Juana to allow participants to get to know each other better.

Vision and criteria

3 groups were randomly formed to conduct the activity prepared by the facilitators. They had to come up with actions in three categories connected to an organisation's processes: strategic, missional and operational. Strategic actions would help the organisation thrive; missional actions refer to the purpose for which the organisation was created, its value proposition; operational processes are internal and support the development of the organisation. Each group had to come up with actions/ideas for each group and had to place them under each title.

Include picture

After every post it was posted on the board, Juana clustered the topics that were similar to get big topics for action.

Include picture here.

Strategic processes: four (4) clusters were agreed

- To lead: visibility, provide the youth with a voice, engage, lead the way, inspire.
- To communicate: to disseminate knowledge, dialogue
- To connect: to connect with society
- To Innovate: to build

Missional processes: under this group five (5) clusters were defined

- To embed sustainability: facilitate, integrate, be part of the decision making, to initiate
- To connect: inclusive, create community, collaborate, open, open to sustainability mindset, interface, support, guide
- To educate: outreach, value oriented, to understand, to empathise

Operational processes: for this category five (5) themes were chosen

- Planning and implementation: set and reach goals, organise, targets, action-oriented goals
- Networking: establish partnerships, collaborate, exchange with other universities
- Reporting: budget planning
- Marketing: campaigns
- Recruitment: DION meeting

To issues that were highlighted as relevant for all activities were Harmonizing and Scaling.

After the main themes were agreed, Paritosh made a quick presentation of what exists today:

Goals

- Knowledge sharing
- Training
- Networking
- Outreach

Activities

- Webpage
- Monthly meetings
- Events
- Social networking
- Collaborations
- Workshops

Gap analysis

Based on this current situation, a quick gap analysis between the desired topics and processes and the existing ones was conducted.

Processes	Existing	Desired
Strategic		To lead
		To communicate
		To connect
		To innovate
Missional	Training	To educate
	Knowledge sharing	
	Outreach	To connect
	Networking	
		To embed sustainability
Operational	Monthly meetings	Planning, implementing and reporting
	Workshops, networking, collaborations	social events,
	Webpage	Recruiting
		Marketing

In general terms, the existing activities of FYSS are included in what the participants indicated they should be. Some gaps were identified though:

- Implementing capacity: there are no teams to support the planning and implementation of the different activities that are already planned.
- There is no recruitment activities

- No existing goals or activities address the strategic proposal for innovation
- No existing activities that aim at embedding sustainability in programs
- There is a strong emphasis in networking activities

Implementation plan

It is important to remember that FYSS doesn't have to do everything that the participants suggests, that depends on the capacity of the members to actively participate. In this sense, they were asked to decide what missional process/goal would they like to be part of to put it into motion. Three groups were defined:

Networking	Education/knowledge sharing	Communication/outreach
Faheem	Lucy	Helen
Sunniva	Roberta	Diana
	Rita	Juana
	Shirpa	

A question about funding was raised by the participants and NTNU clarified that there would be 100.000 NOK available for activities this year and each group should present the proposal to be considered by the board. It should not exhaust all the budget.

Interim board election

After the groups were formed, participants were asked to volunteer for the interim board. Three people volunteered:

Faheem Ali, Paritosh Deshpande, Juana Camacho-Otero and Sunniva Bratt Slette from NTNU Sustainability has a fixed seat in the board as funding agency.

It was agreed that the interim board would serve for a year to set up the basic procedures for the formalization of the organization.

It was suggested that a new Monthly Meeting would be held in April to see how each group is advancing. The new board will meet ASAP to provide information and guidelines to the groups.

Check out

At 15:50 participants expressed their impressions about the session.