



ASSOCIATION OF FOREIGN AFFAIRS

LUND • EST. 1935

Board Meeting

17:22-19:26 2018-05-02

Eden Room 222A, Lund

The Board of 2017/18

Association of Foreign Affairs

Present: Ebba Coghlan, James Davies, Leon Klingborg, Tove Jörgensen, Soha Kadhim, Tilda, Erik, Zigne Edström, Vide Wassberg, Joseph, Maggie Hyun, Maximin Orsero, Anna Bernardsson, Eleonora Hallberg, Ellen Boije af Gennäs Erre, Jonatan Pupp, Tobias Adolfsson, Julia Bergström, Lovisa Lundin Ziegler

Christopher Andersson entered the meeting late.

1. Opening of the meeting

President Ebba Coghlan declares the meeting open at 17:22.

2. Election of Chair, Secretary and Attesters and Vote Counters of the meeting

Ebba Coghlan is elected Chair of the meeting

Julia Bergström is elected Secretary of the meeting

Jonatan Pupp and Soha Kadhim are elected Vote Counters and Attesters of the meeting. (17:23)

3. Approval of the Agenda (Attachment 1)

Proposal to (amend the agenda by moving motions to point 4 and adjusting the other points accordingly and to approve the (amended) agenda.

Passed by acclamation. (17:24)

4. Motions

A. UPF-BSA Project (Attachment 2)

Ebba Coghlan presents the motion to the Board.

Discussion in the Board about the motion.

Decision

*Proposal to apply for funding for the project described in the motion
and*

*elect at least one board member to be the project coordinator(s) of
the project*

and

*allow the ultimate decision to run or cancel the project to be made by
the next years Board.*

Passed by acclamation. (17:34)

Decision

*Proposal to elect Vide Wassberg to be the project coordinator for the
remainder of the operational year.*

Passed by acclamation. (17:37)

(Christopher Andersson enters the meeting at 17:39)

B. Senior Collegium (Attachment 3-4)

Soha Kadhim and Leon Klingborg present the motion to the Board.

Discussion in the Board about the motion.

*The Authors of the motion amends the motion by adding “or have
come to an end” to point 2 under “Membership” in the attached
document regulating the procedures of the Senior Collegium.*

Decision

Proposal to adopt the attached document regulating the procedures of the Senior Collegium.

Passed by acclamation.

(Break at 17:56)

(Chair Ebba Coghlán declares the meeting open at 18:07)

(Leon Klingborg leaves the meeting at 18:07)

(Chair Ebba Coghlán leaves the meeting due to illness and Vice President James Davies takes over as Chair of the meeting at 18:09)

5. Presidium reporting

President

- The presidents are trying to sort out the room for the annual election meeting. If they cannot get Craafordsalen they might have to look at somewhere else. Suggested other venues are Room 111 at Geocentrum, the Centre for East and South-East Asian Studies and Palaestra.
- Tobias and Ebba are finished with their grant reporting

Secretary

- *Secretary Leon Klingborg is not present.*

UFS Representative

- Documents for the annual election meeting are now available.
- James, Tove and Soha have written a motion to the UFS annual election meeting.

Treasurer

- The accounting for Folke Bernadotte has been done and everything is fine.
- The budget is looking well. UPF will go slightly over budget but we have received more money than planned as well.

Head of IT

- It is now possible to sign up through the website, but there are issues with CoachHippo with regards to the registry.

6. Committee reporting

Lecture Committee

- Carl Gustaf Fernlund is coming to UPF Lund on the 3rd of May.
- Dilma is not coming due to the political situation in Brazil but they are willing to discuss coming during the fall.
- There are discussions on equal representation for either the lecture committee or the whole organisation.
- Karin Olofsdotter is coming on the same day as Margot Wallström will be visiting Studentafton.
- The last lecture will be about Cyber Warfare.

Radio Committee

- The Committee had a live show last week with their first live guest. The radio show was about the Israel-Palestine conflict.
- The Belarus podcast will come up shortly.

Career Committee

- The Career Committee is going to Stockholm at the beginning of next week.
- Paul Denig will be having a workshop via Skype on 21 May.

Webzine Committee

- The Webzine Committee is having a Belarus theme week next week.
- There is also an interview with the Palestinian Ambassador to Sweden coming out soon.

Magazine Committee

- The Magazine Committee has published their last issue, which is about War and Peace in the Middle East and is coming out next week.
- The Committee had a seminar on writing about the Middle East, which was well received.

PR Committee

- Active member Erik Hertz has spoken to the company handling the hoodies for UPF. There is a large queue for the shirts but hopefully it will be done before the summer.
- The film will not be finished before the ball.
- The committee is working on a photo album with all the events from the year.

Activity Committee

- The UPF Annual Ball is happening on 5 May and everything is prepared, but some people have forgotten to inform about sold tickets.
- The mingle for the ball will be upstairs on the 2nd floor and you need to pay for the wardrobe.
- The brännboll and barbeque will be an internal event on 13 May but everyone is welcome to come.
- Active members who only bought tickets for the after party need to contact Soha personally for bracelets.

Travel Committee

- The Travel Committee will have a kick out next week.

7. Sexual Harassment Policy Contact Person

Discussion in the Board about potential Contact Persons.

Relevant info

Decision

Proposal to make Micaela Carhed and Glenn Lio Contact Persons in accordance with the Sexual Harassment Policy.

Passed by acclamation. (18:52)

(Meeting paused at 18:53)

(Chair Ebba Coghlan declares the meeting opened at 19:04)

8. GDPR (Attachment 2)

James Davies and Julia Bergström presents the UFS GDPR Guidelines to the Board.

The policy from UFS should be included in the handover documents. It was suggested that parts of the policy will be included in the Crisis and Risk Mitigation Policy.

9. Other points

a) Kick-out(s)

The kick out group informs the board regarding the kick outs.

Board members need to inform the kick out group by 10 May about if they are coming to the kick out in Sösdala or not. Those board members who do not know their schedule can let the kick out group know on 17 May.

b) Handovers

Ideally, the handover documents need to be done by the end of May.
The Handovers must be done before the current board members leave Lund.

c) Handover Board Meeting

The Handover Board Meeting will be on 30 May.

d) Annual Election Meeting – vote counters and attestors

The presidents are looking for vote counters and attestors, one from within the board and one from outside the board for the sake of transparency.

Board Member Joseph Aivalikli volunteers as attester and vote counter. Board Member Ellen Boije ag Gennäs Erre suggests Andrew Niwagaba as the other attester and vote counter.

e) Annual Report

The annual report needs to be done before 1 July and the board's input needs to be finished by 30 May.

10. Confirmation of next board meeting

President Ebba Coghlan informs the Board that the next Board Meeting will be held in May the 30th, time to be confirmed.

11. Meeting adjourned

Chair James Davies declares the meeting adjourned at 19:26.

Julia Bergström, Secretary

Ebba Coghlan, President

Jonatan Pupp, Attester

Soha Kadhim, Attester

Attachment 1



ASSOCIATION OF FOREIGN AFFAIRS

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Board Meeting

2018-05-02, 17:00 – 20:30 Venue: Eden Room 222A

1. Opening of the meeting
2. Election of chair, secretary, attesters and vote counters of the meeting
3. Approval of the agenda
4. Presidium reporting
5. Committee reporting
6. Sexual Harassment Policy Contact Persons
7. GDPR
8. Motions
 1. UPF-BSA Project
 2. Senior Collegium
9. Other points
 1. Kick-out(s)
 2. Handovers
 3. Handover Board Meeting

4. Annual Election Meeting – vote counters and attestors

5. Annual Report

10. Confirmation of next board meeting

11. Meeting adjourned

Attachment 2



Background.

During the spring semester of 2018, UPF Lund, with the financial support of Forum Syd, organized an exchange with the Centre for Swedish Studies in Minsk, Belarus. The UPF Lund Board of 17/18 formed a project group which took on the task of choosing participants who got the opportunity to go on the exchange. The chosen students from UPF also helped organize the 5 days that were spent in Lund. In Minsk, UPF met with different activists, associations and organizations that worked for the promotion of human rights and the consolidation of democracy locally. One of the organisations, UPF Lund got in contact with was the Belarusian Student Association (BSA) in Minsk. The exchange project did not only advance the students' understanding of Belarusian society and political climate, but also opened doors for future cooperation. It became evident that such cooperation is needed in order to make sustainable change and strengthen the effects of the exchange project. **BSA reached out to a UPF representative and suggested a future cooperation between the two associations. A continuation of the exchange project was suggested between students active within BSA and UPF Lund within the scope of a Journalist School.** BSA have been an active part of promoting democratic and civil rights in Belarus and follows similar values as UPF Lund.

In order to turn this suggestion into reality, UPF should apply for the Seed Funding from the Swedish Institute under the Creative Force grant. The Creative Force grants funds for international projects that aim to strengthen human rights, freedom of expression, and democracy. These projects must specifically work in an innovative way through media or the arts as a means to build capacity in the target countries and bring about change.

Purpose

The preliminary framework for the UPF-BSA Journalism School, which would take place from midSeptember to no later than mid-November, contains in its current state:

- a project which would focus on the various ways media operates within the respective countries political environments, ways to bring about/facilitate democracy, and civil and human rights.
- An exchange for one working week (5 days) in respective country, focusing on media's role in the spread and strengthening of human rights, freedom of expression, and democracy.
- a journalist school for those who are engaged in UPF/BSA student media or want to work within the field in the future will occur. Through workshops, study visits, seminars,

masterclasses etc. emphasis is put at developing skills, experience, the exchange of ideas and/or experiences and facilitating dialogue and social bonds to be continued after the end of the project.

- tasks for every participant relating to media-content on youths role in promoting democracy and participation.

This is a way for UPF to not only continue to expand internationally under reasonable terms but also to go from discussion and dialogue, to action and change!

Proposal

I propose that the board decides to:

apply for the funding for this project

and

elect at least one board member to be the project coordinator and allow the ultimate decision to run or cancel the project to be made by the next years board.

Vide Wassberg



Motion About Adopting a Document Regulating the Procedures of the Senior Collegium

Background

The restarting of the Senior Collegium as the Alumni Network of UPF was made the project of the Board of 17/18. This has resulted in the establishing of a list of UPF alumni interested in being a part of the network and in the alumni event which is to be held on the 26th of May.

Purpose

To secure the continuation of the Senior Collegium as the Alumni Network of UPF we believe that it is appropriate to establish the managing procedures of the Senior Collegium in a document adopted by the Board.

Proposal

Therefore we propose that the Board to decides to adopt the attached document regulating the procedures of the Senior Collegium.

Soha Kadhim, Leon Klingbor and Tove Jörgensen



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Senior Collegium

UPF aspires to be an organization that continues to grow and an important part of that is fostering a community where board members, previous board members as well as distinguished members can share knowledge, memories, experiences and much more. This document aims to support such a community within UPF by establishing guidelines for the Senior Collegium as the Alumni Network of UPF.

Purpose

The Association of Foreign Affairs is an association which always aim to grow and become better. A part of making our association grow, is to have an established Alumni Network where former- and current board members as well as distinguished members can easily get in touch with each other for various reasons, such as easy access to future lecturers, mentors or even interviewees once the alumnis have established themselves professionally. For this to be possible a common platform needs to be created. This platform will in return be a platform for networking within and beyond

boards, but also give the opportunity for Board Members to stay in touch with each other, as well as the association, after their time in Lund.

Vision

The Senior Collegium is planned to be open for previous board members, honorary members, and previous active members who have been nominated by a member of the Senior Collegium after showing a particular commitment to the association.

For the Senior Collegium to develop it will most likely be necessary give the Senior Collegium a post in UPF Lunds budget. This indicates that each Board should take the Senior Collegium into consideration while planning the upcoming operational years budget. If the board decides to allocate an amount to the Senior Collegium, then this post will be based on what the current board decides is a reasonable amount.

The idea with the post is to make room for events which are arranged for Alumni of UPF. For example, in case an Alumni of the Senior Collegium arranges an event open for other Alumni of UPF, they should be able to apply for money to cover some expenses for such an event.

Procedures

To accomplish the continuation of the Senior Collegium, we believe it is necessary to provide guidelines, standard protocols and procedures for UPFs future Boards.

In order to continue the establishment of the Senior Collegium, a Managing Group needs to be created by the start of each operational year. The Managing Group should consist of at least two members from The Board of which one should be the Secretary. A suggestion is to first ask the Heads of Career if either of them have the possibility and interest to take on the second place in the Managing Group. The Managing Group should every year outline the visions for the Senior Collegium, the extent of which should be based on the motivation of the involved Board Members.

The Managing Group should, if possible, work with and continue to develop the following points:

1. Work on expanding the member registry by looking up previous board members through different types of social media channels, e.g. LinkedIn, Facebook. Or through the papers we have in the office in the binder "Senior Collegium"
2. Consider having an event directed towards the members of the Senior Collegium sometime during the year.
3. Write and send out a newsletter to the members of the Senior Collegium at least once a year, preferably in the beginning of the operational year. The newsletter should contain information about the new Board, their visions for the year and for the Senior Collegium and planned events, as well as other relevant information.
4. Continue the work on developing the guidelines.
5. Manage the member registry of the Senior Collegium.
6. Conduct a thorough handover document to the next years board to facilitate continuity in the association.

If the Senior Collegium needs more help planning the events, a suggestion is to open up the possibility of helping out to active members.

Membership

As stated in the By-Laws, under 9 § Senior Collegium; “A former Board Member, permanently appointed additional Board Member, Deputy Board Member or active member nominated by the Senior Collegium may become a member in the Senior Collegium. An Honorary Member is automatically a member of the Senior Collegium.”

Suggested procedures for enforcing these regulations are the following:

1. A former Board Member, permanently appointed additional Board Member and Deputy Board Member becomes a member of the Senior Collegium simply by signing up to the Senior Collegium member registry.
2. Active Members who feel that they have contributed in an extraordinary way to UPF should can apply to become a member of the Senior Collegium when their time in Lund is coming to an end. An application should be presented to the Managing Group of the Senior Collegium. The Managing Group can then decide to nominate the applicant.
3. A former active member or an active member whose time in Lund is coming to an end can also be nominated directly by a member of the Senior Collegium, who also becomes a member once they have signed up to the Senior Collegiums member registry.
4. Nominations for active members or former active members to become members of the Senior Collegium will be considered and accepted during a board meeting towards the end of the operational year.