Steering group meeting, 20180823
Location: Lund, 11342
Time: 2-4 pm

Attending:
Saema Ansar, Susan Evans Axelsson, Oskar Vilhelmsso Timmermand Irma Mahmutovic, Joakim Esbjörnsson, Melissa Ilsley, Ulrikke Voss, Helena Persson, Marie-Louise Edvinsson, Cecilia Follin, Agnieszka Krzyzanowska, Katharina Herzog and Vahid M. Harandi
An adjunct member: Susanne Sundell

Opening of the meeting: Saema
Agenda: Saema

Our vision/mission:
Saema started the meeting with the presentation of the new members of the Future Faculty. FF vision and mission were introduced. There was also a brief introduction of every steering member.
There were questions about the necessity of informing the need and use of overhead which an issue is we have not worked on.
The other issue raised was the importance of being more transparent and how it is critical to start transparency in FF. To reach this object, we decided to have all the protocols and other documents in a Box from this year. The Box basically allow each steering group members to access and edit its content. In addition, the contents of the Box could eventually be available on the FF website so that everyone could access it.

Presentation of annual wheel:
The annual wheel was introduced by Saema and Ulrikke. Th idea of the annual wheel is to keep track of all FF activities throughout the year. Every member will be able to edit the contents of the wheel and will be uploaded in the box. The annual wheel will be ideally available on the FF website.

Task force composition:
From this year, communication manager and webmaster are only as one task force and merged to communication manager.
In addition, there will be no vice secretary. We will have a secretary and if not present, vice chair would take over that role.
Event was a fairly broad task force. It is now divided into Minerva, Election and Retreat task forces. Since there could be more done in career task force, more people on career task force are welcome to join. Each steering member were asked if they would wish to join any task force and the new task force chairs and members were decided as below:
Career task force
Chair: Helena Persson
Member: Irma Mahmutovic, Joakim Esbjörnsson, Melissa Ilsley, Susanne Sundell and Cecilia Follin, Emil Sonested and Oxana Klementieva will be contributing.

Retreat task force:
Chair: Susan Evans Axelsson
Member: Oskar Vilhelmsson Timmermand, Irma Mahmutovic, Melissa Ilsley, Cecilia Follin, Agnieszka Krzyzanowska, Susanne Sundell.

Treasurer:
Oskar Vilhelmsson Timmermand

Communication manager:
Agnieszka Krzyzanowska

Secretary:
Shared between Vahid M. Harandi and Oxana Klementieva

Minerva:
Chair: Melissa Ilsley
Member: Susan Evans Axelsson

Election:
Chair: Katharina Herzog

Mentorship:
Chair: Joakim Esbjörnsson
Member: Saema Ansar, Marie-Louise Edvinsson, Helena Persson, Melissa Ilsley and Katharina Herzog

National Junior Faculty:
Chair: Ulrikke Voss
Member: Katharina Herzog, Susan Evans Axelsson and Oskar Vilhelmsson Timmermand

Kick off meeting:
The 13th September was decided for the Kick off meeting, since most people was able to attend that day.

Meetings in autumn and spring:
Meetings for the entire year are decided and are in FF annual wheel.

11th December was decided for our Christmas Lunch

Övrigt
N/A