



FALL BIENNIAL MEETING 2020

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# CHI TECH

FALL BIENNIAL MEETING 2020

Meeting minutes

Time: 2020-11-10 17:00

Place: Digital meeting through Zoom

At the biannual meeting there will be elections to 6 of 12 board posts.



# Meeting minutes

HI TECH



Fall Biannual meeting 2020-11-10

## §Matter

|      |  |                       |          |
|------|--|-----------------------|----------|
| §1.  | Opening of the meeting   | President of HI TECH  | Decision |
| §2.  | Election of a Chairperson of the meeting                           | President of HI TECH  | Decision |
| §3.  | Election of meeting secretary                                      | Chairperson           | Decision |
| §4.  | Election of two persons to function as adjusters and vote counters | Chairperson           | Decision |
| §5.  | Establish the vote count   | Chairperson           | Decision |
| §6.  | Approval of the agenda   | Chairperson           | Decision |
| §7.  | Co-options of non-members  | Chairperson           | Decision |
| §8.  | Resolution on whether the meeting has been duly convened           | Head of Communication | Decision |
| §9.  | Approval of previous biannual meeting minutes                      | Chairperson           | Decision |
| §10. | Propositions   | Chairperson           | Decision |
| §11. | Motions  | Chairperson           | Decision |
| §12. | Presentations of the annual report                                 | President of HI TECH  | Info     |
| §13. | Determine a plan of operations                                     | President of HI TECH  | Decision |
| §14. | Presentation of the financial monitoring                           | Head of Finance       | Info     |
| §15. | Determine the membership fee                                       | Chairperson           | Decision |
| §16. | Presentation and approval of the budget                            | Head of Finance       | Decision |
| §17. | Election of the Vice President                                     | Chairperson           | Decision |
| §18. | Election of the Head of Finance                                    | Chairperson           | Decision |
| §19. | Election of the Head of HI LIFE                                    | Chairperson           | Decision |
| §20. | Election of the Internal Organizer                                 | Chairperson           | Decision |
| §21. | Election of the Head of Affairs                                    | Chairperson           | Decision |
| §22. | Election of the Head of Communication                              | Chairperson           | Decision |
| §23. | Election of the Nomination committee                               | Chairperson           | Decision |
| §24. | Any other business   | Members               | Info     |
| §25. | Closing of the meeting   | Chairperson           | Decision |



# Meeting minutes



## HI TECH

### Fall Biannual meeting 2020-11-10

#### §1. Opening of the meeting

The item I presented by the President Erika Falk.

Erika Falk, opens the meeting at 17:07

#### §2. Election of a Chairperson of the meeting

The item I presented by the President Erika Falk.

The board of HI TECH proposes Sara Hooton as the Chairperson.

**Decision:** *The biannual meeting decides to elect Sara Hooton as Chairperson of the meeting.*

The Chairperson launches the handbook and a claim form.

Sara Hooton introduces the procedure and brings up important information regarding voting and how to be able to raise opinions. Information about claims and propositions are presented.

#### §3. Election of meeting secretary

The Chairperson presents the item.

The board of HI TECH proposes to elect the Internal Organizer Josefin Heinevik as the meeting secretary.

**Decision:** *The biannual meeting decides to elect Josefin Heinevik to meeting secretary.*

#### §4. Election of two persons to function as adjusters and vote counters

The Chairperson presents the item.

The board of HI TECH proposes to elect Murtadha Al-Shammari and Valeria Fernández as the vote counters and adjusters.

**Decision:** *The biannual meeting decides to elect Murtadha Al-Shammari and Valeria Fernández to function as adjusters and voting counters.*

#### §5. Establish the vote count

The vote count is adjusted to 52.

**Decision:** *The Biannual meeting decides to set the vote count to 52.*



# Meeting minutes



## HI TECH

### Fall Biannual meeting 2020-11-10

#### §6. Approval of the agenda

The Chairperson presents the item.

**Claim 1: #A That we have two breaks. One after *Motions* and one after *Presentation and approval of the budget***

**Decision:** *The biannual meeting decides to approve the first claim.*

#### §7. Co-options of non-members

The Chairperson presents the item.

The Chairpersons suggest to the biannual meeting to co-opt: #A Erika Falk and #B Catherine Quassdorf

**Decision:** *The biannual meeting decides to approve #A Erika Falk and #B Catherine Quassdorf as co-opted.*

#### §8. Resolution on whether the meeting has been duly convened

The item is presented by the Head of Communication Catherine Quassdorf.

According to the current by-law section 6 paragraph 6.1, announcement of the biannual meeting is to be announced no later than 3 weeks before the meeting. On the 20th of October 2020 the Biannual Meeting was announced through a Facebook event created with the official HI TECH Facebook account.

The meeting has since 20th of October been mentioned on Facebook and LinkedIn in posts, and on Instagram through posts and highlights. Posters have been placed around the school for advertising as well. An email with the official documents and attachments was sent out to all students on the 3rd of November 2020 - one week before the biannual meeting.

**Decision:** *The biannual meeting decides that the meeting has been duly convened.*

#### §9. Approval of the previous BM meeting minutes

The Chairperson presents the item.

**Decision:** *The biannual meeting decides to approve the Spring 2020 biannual meeting minutes and add them to the official documents.*

#### §10. Propositions

The Chairperson presents the item.

Eight propositions have been submitted by the Board of HI TECH.



# Meeting minutes



## HI TECH

### Fall Biannual meeting 2020-11-10

#### Proposition 1 (first reading)

The Membership fee is regulated by the JSU Annual General Meeting, which occurs during Spring. It is not decided by HI TECH Fall Biannual meeting. Therefore, the Biannual Meeting should only be informed.

#### **Suggestion from the Board of HI TECH:**

##### **Amend §3 - MEMBERSHIP**

##### **3.2 Membership fee**

The membership fee amount is regulated by the JSU's Annual General Meeting. **Amend §6 – THE BIENNIAL MEETINGS**

Change "Determine the membership fee" to "Information about the membership fee".

#### **6.10 Agenda for the Autumn BM**

During the Association's Autumn BM, the following items shall be considered:

- §1 Opening of the meeting
- §2 Election of a Chairperson of the meeting
- §3 Election of a meeting secretary
- §4 Election of two persons to function as adjusters and act as vote tellers
- §5 Establish the voting count
- §6 Approval of the agenda
- §7 Co-option of non-members
- §8 Resolution on whether the meeting has been duly convened
- §9 Approval of the previous BM meeting minutes

- Propositions
- Motions
- Presentation of the annual report
- Determine a plan of operations
- Presentation of the financial monitoring - Information about the membership fee -
- Presentation and approval of the budget - Election of the Vice President
- Election of the Head of Finance
- Election of the Head of HI LIFE
- Election of the Internal Organizer



# Meeting minutes



HI TECH

Fall Biannual meeting 2020-11-10

- Election of the Head of Affairs
- Election of the Head of Communication - Election of the Nomination Committee

§ xx Any other business

§ xx Closing of the meeting

**Decision:** *The biannual meeting decides to approve the first preposition.*



# Meeting minutes



## HI TECH

### Fall Biannual meeting 2020-11-10

#### Proposition 2 (first reading)

In order to ensure that HI TECH always has a person with signing authority, the Board suggest the following changes to the By-Laws.

#### **Suggestion from the Board of HI TECH: Amend §4 – ORGANISATION**

Add that the Vice President gets the signing authority if any of the other two positions are vacant.

#### **4.2 Signing Authority**

The authority to sign bank and legal documents on behalf of HI TECH belongs to the President and Head of Finance, each one individually. If any of these positions are vacant the signing authority will be transferred to Vice President.

**Decision:** *The biannual meeting decides to approve the second preposition.*



# Meeting minutes



## HI TECH

### Fall Biannual meeting 2020-11-10

#### Proposition 3 (first reading)

To maintain that the Board always have continuity in their work, it should be in the By-Laws that they shall convene at least twice per month. This to ensure enough time and effort is given to the meetings in order to develop the association.

#### **Suggestion from the Board of HI TECH: Amend §5 – THE BOARD**

The Board is to convene at least twice per month, instead of once.

#### **Amend §5.2 Board Meetings**

The Board is to convene at least twice per month, with the exception of during June and July. The Board is convened by the President, at least three Board members, or an Auditor. Summons to regular Board meetings shall be sent out no later than three days prior to the date of the meeting. An agenda and documents relevant to the meeting shall be sent out at least one day prior to the meeting.

**Decision:** *The biannual meeting decides to approve the third proposition.*





# Meeting minutes



## HI TECH

### Fall Biannual meeting 2020-11-10

#### Proposition 4 (first reading)

This change is only a clarification to make it easier to understand what it means.

#### **Suggestion from the Board of HI TECH: Amend §6 – THE BIANNUAL MEETINGS**

##### **Amend §6.1 Time and notice**

The BM is to convene at least once per semester. Notice that BM is to convene shall be announced by the board no later than three weeks prior to the date of the BM.

**Decision:** *The biannual meeting decides to approve the fourth preposition.*



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## HI TECH

### Fall Biannual meeting 2020-11-10

#### Proposition 5 (first reading)

All elections for a position should be by secret ballot, to guarantee that everyone votes for who and what they want without feeling pressure from anyone. Further on, it should never be a decision made by lot. Instead, it should be the presiding Chairperson who has the deciding vote.

#### **Suggestion from the Board of HI TECH:**

##### **Amend §6 – THE BIENNIAL MEETINGS**

Remove “In the case of a tie in an election for a position, decisions are made by lot.” and add “Voting in elections for a position shall be by secret ballot.”

##### **Amend §6.5 Decision-making procedures and voting**

Decisions are made by acclamation or, by request, voting. Voting in elections for a position shall be by secret ballot. Voting by proxy is not allowed. All decisions require a simple majority unless these by-laws state otherwise. In the case of a tie, the presiding Chairperson has the deciding vote.

**Decision:** *The biannual meeting decides to approve the fifth proposition.*



# Meeting minutes



## HI TECH

### Fall Biannual meeting 2020-11-10

#### Proposition 6 (first reading)

The Board suggest adding a timeframe for when BM Meeting Minutes should be finished. This is to ensure the Meeting Minutes are completed before the positions get exchanged and the new mandates begins.

#### **Suggestion from the Board of HI TECH: Amend §6 – THE BIENNIAL MEETINGS**

Add "...and are to be checked by the Chairperson of the meeting and elected adjusters. These minutes are to be made available to the association's members no later than four weeks after the date of the BM."

#### **Amend §6.8 Minutes**

Minutes shall be taken during BM and are to be checked by the Chairperson of the meeting and elected adjusters. These minutes are to be made available to the association's members no later than four weeks after the date of the BM.

**Decision:** *The biannual meeting decides to approve the sixth proposition.*



# Meeting minutes



## HI TECH

### Fall Biannual meeting 2020-11-10

#### Proposition 7 (first reading)

During fall 2020, the board of HI TECH has decided to reorganize the tasks within the board. This is because we have some positions with not enough tasks, and some has a few too many. Due to this, we want to change some of the names. The name changes are also a way of hopefully clarifying the positions and to make it clearer what they do and what tasks that are included in each position.

During 2020, we have finally started to get our work groups HI TECH AFFAIRS, HI TECH EVENT and HI TECH SOCIAL up and running. Therefore, we are connecting the names more to the workgroups. That is why we are changing Head of Communication to Head of Social and Internal Organizer to Head of Event. Head of Event is responsible for the work group, HI TECH Gala, Welcome Dinner, Graduation Day and Graduation Banquet.

We are changing the name from Auditor to Financial Auditor, to make it clearer that this is more an election of someone who provides an opinion if are "financial statements" are stated in accordance with specified criteria. This is usually an external part that does this for HI TECH and will continue to be so. However, this is just so that the Biannual Meeting will be able to have an impact on the election of the firm.

We are also adding an Operations Controller. The operations controller will be someone who has or have had good insight into the association. The person shall work to ensure that the association is working towards its goal and that the steering documents are being followed.

*The suggestions are marked in yellow in the proposed new agendas for Autumn and Spring BM.*

#### **Suggestion from the Board of HI TECH:**

##### **Amend §6 – THE BIENNIAL MEETINGS**

Change the name from Auditor to Financial Auditor.

Change the name from Head of Finance to Treasurer.

Change the name from Head of Communication to Head of Social. Change the name from Internal Organizer to Head of Event. Change the name from Purchase Manager to Internal Organizer. Add Election of the Operations Controller.

#### **6.10 Agenda for the Autumn BM**

During the Association's Autumn BM, the following items shall be considered:



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## HI TECH

### Fall Biannual meeting 2020-11-10

- §1 Opening of the meeting
- §2 Election of a Chairperson of the meeting
- §3 Election of a meeting secretary
- §4 Election of two persons to function as adjusters and act as vote tellers
- §5 Establish the voting count
- §6 Approval of the agenda
- §7 Co-option of non-members
- §8 Resolution on whether the meeting has been duly convened
- §9 Approval of the previous BM meeting minutes

- Propositions
- Motions
- Presentation of the annual report
- Determine a plan of operations
- Presentation of the financial monitoring
- Information about the membership fee
- Presentation and approval of the budget
- Election of the Vice President
- Election of the **Treasurer**
- Election of the Head of HI LIFE
- Election of the **Head of Event**
- Election of the Head of Affairs
- Election of the **Head of Social**
- Election of the Head of Communication
- Election of the Nomination Committee

§ xx Any other business

§ xx Closing of the meeting

### 6.11 Agenda for the Spring BM

During the Association's Spring BM, the following items shall be considered:

- §1 Opening of the meeting
- §2 Election of a Chairperson of the meeting
- §3 Election of a meeting secretary
- §4 Election of two persons to function as adjusters and act as vote tellers
- §5 Establish the voting count
- §6 Approval of the agenda
- §7 Co-option of non-members



# Meeting minutes



HI TECH

Fall Biannual meeting 2020-11-10

§8 Resolution on whether the meeting has been duly convened

§9 Approval of the previous BM meeting minutes

- Propositions
- Motions
- Presentation of the annual report
- Determine a plan of operations
- Presentation of the financial monitoring
- Presentation of the Auditor's report
- Resolution on the freedom of liability for the Board of the previous operational year
- Election of a **Financial Auditor**
- Election of the President
- Election of the **Internal Organizer**
- Election of the Head of HIKE
- Election of the Head of HINT
- Election of the Head of IT Manager
- Election of the Head of HI EDUCATION
- Election of the JTH representative to the JSU Board
- Election of the **Operations Controller**

§ xx Any other business

§ xx Closing of the meeting

The decision on Proposition 7 is being moved to after Proposition 8 because #17 wants to write a claim against it.



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## HI TECH

### Fall Biannual meeting 2020-11-10

#### Proposition 8 (first reading)

As the President of HI TECH, you are expected to either take a break from your studies or do it in connection to your finished studies. This means that the person does not pay membership fee to the Student Union and does not count as a member of HI TECH.

#### **Suggestion from the Board of HI TECH:**

Add that the President has an ordinary membership.

#### **Amend §3 MEMBERSHIP**

Add that the President of HI TECH has the right to vote.

#### **3.1 Ordinary Membership**

The membership consists of all students at JU who have paid their membership fee for Jönköping Student Union<sup>3</sup> and signed up for membership with the student association HI TECH. The current President of HI TECH also has the same obligations and rights as an ordinary member.

**Decision:** *The biannual meeting decides to approve the eighth preposition.*

**Regarding Preposition 7: Claim 2 #17:** To rephrase the preposition to make it obvious that the position Purchase Manager will be merged with Internal Organizer and the position Head of Event is created. And make it clear that there is a name switch from Purchase Manager to Head of Event.

**Decision:** *The biannual meeting decides to approve the claim.*

**Decision:** *The biannual meeting decides to approve the seventh preposition with claim 2.*



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## §11. Motions

The item is presented by the President Erika Falk.

No motions have been received.

According to Claim 1 there will now be a break. This break will be 18:03-18:08.

People who are not participating are now being put into the Zoom waiting room.

The vote count is adjusted to 58.





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## HI TECH

### Fall Biannual meeting 2020-11-10

#### §12. Presentations of the annual report

The item is presented by the President Erika Falk. The document *HI TECH PLAN OF OPERATION 2020* is being provided and gone through.

#### **HI TECH PLAN OF OPERATION 2020**

##### **INTRODUCTION**

HI TECH is the student association at the Jönköping University - School of Engineering. HI TECH's goal is to strive for education of high quality, a good study environment, integration and a close relationship to the industry. HI TECH shall actively be a part of Jönköping University through collaboration with the other student associations at Jönköping University, Jönköping Student Union and the School of Engineering. Note that all points concerning the work of HI TECH also include the mission of the Board, it's committees and project groups. The work done by HI TECH is not a reflection of HI TECH's business partners. |

##### **DISPOSITION**

The plan of operation shall give guidelines of how the board shall lead the operation during 2020. When the fall biannual meeting has voted through a decision regarding the plan of operations, the board is responsible to manage and concretize the plan of operations based on other documents and resources within the organization.

The plan of operation consists of five focus areas that the board shall have extra focus on during their work in 2020. An addition to that, there is seven areas of business, each and every one with their own initial subtext and propositions on what the board shall work with during 2020.

##### **HI TECH FOR EVERYONE**

HI TECH shall represent all students at Jönköping University - School of Engineering who are members of the association HI TECH. Activities shall be organized so that all of the members in the association can participate. Furthermore, there should be a continuously monitoring of which activities the members of HI TECH consider desirable.

##### **FOCUS AREAS**

These areas will be prioritized during the 2020 fiscal year:

- To increase the student influence as well as develop our cooperation with the School of Engineering.
- Focus shall be on working to raise the awareness of the association's work.
- Making the international members feel welcome and make sure they receive information in English as well as giving them the possibility to take part in all activities organized by HI TECH.
- Strive for the Association to be more digitalized.
- To bind more long-term sponsors, alternatively partners that benefits the members.
- Strive to improve the quality of the education.
- To always develop and reflect on the work the Association's does within student's wellbeing.



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## HI TECH

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### STUDY SOCIAL QUESTIONS

HI TECH shall work for a better environment for the students, during study time and spare time. This includes issues regarding the members' everyday life as well as their Kick Off, trips, physical activities, sittings and other events.

In 2020 HI TECH shall work towards:

- To give the new students a good start and a warm welcome to Jönköping by arranging a Kick Off at the start of both the spring and fall semester.
- Integrate the international students during the Kick Off and strive to make their Kick Off's identical to Swedish speaking students.
- To ensure that all information during the Kick Off's and events organized by HI TECH is available in English.
- Arrange activities that encourages cohesion and physical activity.
- Increase the cooperation between HI TECH's project groups and committees, as well as the cooperation with the board of HI TECH.
- Maintain and develop the cooperation with the Nodes of the School of Engineering.
- A better and more memorable graduation for the students that get their degree from the School of Engineering at Jönköping University.
- HI TECH will take responsibility for creating a new evaluating survey for the Kick Off from the perspective of a HI TECH fadder and the new members. The survey should later be used as a tool to improve the Kick Off's in the future.

### INTERNATIONALIZATION AND INTEGRATION

HI TECH recognizes that international members should be treated as any other member of HI TECH. It is important to actively work towards improving internationalization and integration in order to ensure HI TECH can achieve equality between its members.

In 2020 HI TECH shall work towards:

- Making the international members feel welcome and make sure they receive information in English.
- Giving international members the possibility to take part in all activities organized by HI TECH.
- Having all information and all official documents accessible to the international members. This includes information spread by HI TECH as well as information about their events.
- Working towards a better collaboration between HI TECH and the other student association's international committees.
- Working towards a better collaboration between the boards of Jönköping University's student's associations.

### EDUCATION QUALITY

To ensure the quality of education at the School of Engineering, it is important to actively make sure that feedback from the course development are followed up and implemented. Furthermore, HI TECH



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## HI TECH

### Fall Biannual meeting 2020-11-10

shall actively participate in the School of Engineering's work with the educational qualifications such as the educational councils etc.

In 2020 HI TECH shall work towards:

- That the results from the course developments are available for the members and that the changes based on these are reported by the teacher from each course during every new course start.
- Collaborate with the School of Engineering to ensure that Course Developers from every class are recruited and trained.
- To maintain a close collaboration with the teachers, staff and students in order to improve the quality of programs and courses.
- To ensure that each class has at least one Course Developer that is the middle hand between the students, teachers and staff. There should be information available for the students of who the course developers are in each class.
- To find one contact person from the Nodes, who work with quality of education locally. HI TECH is responsible for maintaining the contact.
- That members are aware of their rights and obligations that concerns their education.

### STUDY ATMOSPHERE

HI TECH will promote increased wellbeing and an inspiring study environment, where facilities and public spaces meet the needs and wishes of their members.

In 2020 HI TECH shall work towards:

- Implementing the suggestions from HI TECH members concerning the study environment and their wellbeing.
- To develop the HI SHOP. This shall be monitored and evaluated by the Board. HI TECH shall also explore the possibility to make its premises more effective.
- Develop the common areas at the School of Engineering.
- Maintain the right to use the entrance of the School of Engineering.

### MARKETING AND SPONSORING

HI TECH shall work to promote the student association among the industrial business, this to find new contacts with the industry and sponsors.

In 2020 HI TECH shall work towards:

- To increase the student network possibilities as well as develop our cooperation with the School of Engineering.
- Focus shall be raising awareness of the association's work.
- To expand and improve Karriärum.
- To bind more long-term sponsors, alternatively partners that benefits the members.
- To promote the association towards companies.
- Develop our marketing channels to become more attractive to business partnerships.
- To evaluate the cooperation between HI TECH and JTH management for the association's events.



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## HI TECH

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### INFORMATION AND COMMUNICATION

The board of HI TECH shall be impartial and work towards good communication with members. HI TECH shall actively inform about the association and the importance of engagement. It should be clear what HI TECH does and who to contact about different questions.

In 2020 HI TECH shall work towards:

- That all members can receive information about what is happening in HI TECH.
- That the product assortment in the HI SHOP corresponds to the members demands.
- During the year of activity and particularly during the Kick Off, clearly describe what HI TECH does and who is included in the board.
- To spread attractive information for all members in the association.
- Make the HI SHOP more efficient and environmentally friendly through digitalization.

### Students wellbeing

HI TECH shall actively work towards student wellbeing. That includes everything that is done within the Board, committees and project groups.

In 2020 HI TECH shall work towards:

- To always develop and reflect on the work the association does regarding student's wellbeing.
- Strive to ensure that the work of HI TECH encourages support of student's wellbeing.
- Creating a concrete action plan on how to handle any type of harassment.



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## HI TECH

### Fall Biannual meeting 2020-11-10

#### §13. Determine a plan of operations

The item is presented by the President Erika Falk. The document *HI TECH Plan of Operations 2021* is being provided and gone through.

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**HI TECH**

**Plan of Operations 2021**



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HI TECH

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## Introduction

The plan of operations is revised before fall biannual meeting each year. Responsible for this is President, Vice President and Internal Organizer. The plan of operations is voted through at Fall Biannual Meeting by the members of HI TECH. The Board is responsible to manage and concretize the plan of operations based on other steering documents and resources within the organization.

## About HI TECH

HI TECH is the student association at School of Engineering. HI TECH works to promote the interest of the students. Included in this is to strive for education of high quality, creating a good study environment and arrange study social activities so that all of the members can participate. All members of HI TECH shall thrive at School of Engineering.

HI TECH shall actively be a part of Jönköping University through collaboration with School of Engineering, Jönköping Student Union and the other student associations at Jönköping University.

## Purpose with the plan of operations

The purpose with the plan of operations is to improve and develop HI TECH. It is also to create continuity for the organization. The plan of operations shall give the Board a guide in which direction the organization shall be headed during 2021 and the following years.

## Disposition of plan of operations

HI TECH has seven areas to work with: study social questions, internationalization and integration, education quality, work environment, marketing and sponsoring information and communication as well as equal treatment

Under each area there are quantitative and qualitative goals to achieve. The qualitative goals are long term, which will not be achieved in one year. The long-term goals will remain in the following plan of operations until they are achieved. They are marked with yellow. The quantitative goals are short term, and they shall be formed to be reached in one year. They are created to get closer to the qualitative goals.

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### HI TECH GOALS 2021

#### 1. Education quality

HI TECH works actively to improve the quality of the education at School of Engineering, so that every student is well prepared for their future career.

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|--|
| Maintain a close collaboration with teachers, staff, and students in order to improve the quality of programs and courses.   |
| <ul style="list-style-type: none"><li>• In collaboration with School of Engineering, recruit at least one course developer in each class to be the middle hand between students, teachers and staff</li><li>• Find new ways together with School of Engineering and the Student Union to make course developer into being more attractive</li><li>• Ensure that online- and blended education has the same quality as campus-based education</li></ul> |
| All students are aware of their rights and obligations that concerns their education.  |
| <ul style="list-style-type: none"><li>• HI TECH visits every program to inform about HI EDUCATION and the student's educational rights</li><li>• Start use our marketing channels to spread more information about students' rights and obligations that concerns their education</li><li>• Investigate how HI TECH work with our node-schools</li></ul>   |
| All courses at School of Engineering shall be of high quality.   |
| <ul style="list-style-type: none"><li>• All course evaluations shall strive to have an answer rate above 75%</li><li>• Each semester, HI EDUCATION educates course developers about their tasks</li><li>• Strive to implement midcourse evaluations to improve the course while still going</li></ul>  |



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## 2. Work environment

All students should thrive at School of Engineering. HI TECH works to always improve the work environment.

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| All members of HI TECH shall be able to impact their study environment and their wellbeing.  |
| <ul style="list-style-type: none"><li>• Implement a way for students to give suggestions concerning the study environment</li><li>• Find ways to raise awareness where to turn to with questions regarding mental health</li></ul> |
| Cooperate with Student Health and Jönköping Student Union in questions regarding work environment.   |
| <ul style="list-style-type: none"><li>• Participate in meetings with the other associations regarding work environment</li><li>• Organize an event together with Student Health</li></ul>  |
| Facilities and public spaces should meet the needs and wishes of our students.   |
| <ul style="list-style-type: none"><li>• Investigate if the facilities meet the demands when School of Engineering is growing</li></ul>   |





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## HI TECH

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### 3. Events

HI TECH shall work to arrange events that students who have graduated can remember with a smile on their face.

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| HI TECH organizes events that everyone can and will take part in.  |
| <ul style="list-style-type: none"><li>• Arrange Kick Off both during spring and fall for the new students, where HI TECH should strive to make the international students Kick Offs identical to the national students</li></ul> |
| HI TECH shall always work to develop and expand our events.  |
| <ul style="list-style-type: none"><li>• Develop graduation day to have a more wow-feeling over it</li><li>• Change the concept of HI TECH WEEK</li></ul>   |
| Actively work to attract those who are not already attending our events.   |
| <ul style="list-style-type: none"><li>• Refer more to Jönköping Student Union's events</li></ul>   |



# Meeting minutes

HI TECH

Fall Biannual meeting 2020-11-10



#### 4. Equal treatment

All members shall be treated on equal terms.

|   |
|---|
| All members of HI TECH shall feel that they are treated on equal terms when studying at School of Engineering.  |
| <ul style="list-style-type: none"><li>• Find ways to raise awareness where to turn to with questions related to equal treatment</li><li>• Develop an equal treatment policy</li></ul> |
| Cooperate with Jönköping Student Union in questions regarding equal treatment.  |
| <ul style="list-style-type: none"><li>• Participate in meetings with the other associations regarding equal treatment</li></ul>   |



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## 5. Internationalization and integration

International members shall be treated as any other member of HI TECH. It is important for the association to actively work with internationalization and integration to have a HI TECH for everyone.

|  |
|--|
| All international members have the possibility to take part in all activities organized by HI TECH.  |
| <ul style="list-style-type: none"><li>All information and official documents shall be accessible to all international students at JTH</li><li>All information and official documents shall be in English</li></ul>   |
| Actively work in campus-based activities to foment integration within international and Swedish students   |
| <ul style="list-style-type: none"><li>Organize events that seek to bring Jönköping University students together on campus, inviting other faculties to participate and strengthen the integration aspect of the student community.</li><li>Take advantage of the diversity that Jönköping University offers within their students and offer events with a cultural focus; for example, "International Days" on Campus.</li><li>Arrange events that are related to Swedish culture in a way that are attractive to international students</li><li>Pursue building a better relationship with the rest of the committees within HI TECH; for example, performing collaborations during events so committees don't feel/look segregated</li></ul> |
| HI TECH shall have a good collaboration with the other international committees and the International Relation Office.   |
| <ul style="list-style-type: none"><li>Schedule regular meetings with the International Relations Office to have important check-ups regarding incoming international students and improvements in internationalization at JTH</li><li>Keep constant touch with the Heads of the international committees at Jönköping University to be aware of what is going on in the rest of the faculties on Campus</li><li>Build a trust-worthy relationship with the rest of the international committees at Jönköping University to bring all organizations together and work on maintaining a good relationship with them on and off campus</li></ul>  |



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**6. Collaboration with external parties and School of Engineering**  
All members should be given opportunities to get in contact with industry. A great collaboration with School of Engineering is essential to for the survival of the association.

|  |
|--|
| HI TECH shall work to promote the association and what we do towards companies.  |
| <ul style="list-style-type: none"><li>• Bind at least three strategic, long-term partners that benefits the members of HI TECH</li><li>• Arrange at least five lunch lectures that benefits the members of HI TECH</li></ul> |
| Karriärum is known as one of the largest career fairs in Sweden.   |
| <ul style="list-style-type: none"><li>• Critically evaluate Karriärum to see what we can improve</li><li>• Start the planning process earlier than before to have enough time to make changes for Karriärum 2021</li></ul>   |
| Maintain a great collaboration with School of Engineering.   |
| <ul style="list-style-type: none"><li>• Regularly attend meetings with the management team of School of Engineering</li><li>• Create a memorandum of understanding between HI TECH and School of Engineering</li></ul>       |



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## HI TECH

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**7. Communication towards members and external parties**  
HI TECH shall be visible for all members. Important and necessary information should be shared through our communication channels. It should be clear what HI TECH does, who to contact when questions arise and what members can engage in.

|   |
|---|
| HI TECH's organizational structure is clear to all members.   |
| <ul style="list-style-type: none"><li>• More frequent updates on our marketing channels, on well thought occasions</li><li>• A more attractive and informative website</li><li>• Start to produce and post explainable videos</li></ul> |
| Maintain the graphical identity throughout the entire association.  |
| <ul style="list-style-type: none"><li>• Observe what is produced in the committees and make sure that the graphical handbook is followed</li></ul>  |
| Develop our marketing channels to become more an attractive to business partnerships.   |
| <ul style="list-style-type: none"><li>• Market at least one company each month through HI TECH's marketing channels</li></ul>   |



**Decision:** *The biannual meeting decides to approve the plan of operations and add it to the official documents.*



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## HI TECH

### Fall Biannual meeting 2020-11-10

#### §14. Presentation of the financial monitoring

The item is presented by the Head of Finance Marcus Wårhag. The document *Follow up Budget 2020* is presented.

#59: Sadly not much to say here since Covid-19 hit. Almost nothing hit the expected budget except for some small points. The biggest one is in HI TECH EVENT since they had the bowling event but most of that amount got repaid in form of the ticket sale. Another is the HI BOX cost since the wheels broke and we needed to buy new ones.

#### Follow up Budget 2020

| REVENUES                    |                  |                |             | SPENDINGS                         |                |                  |             |
|-----------------------------|------------------|----------------|-------------|-----------------------------------|----------------|------------------|-------------|
| <b>HI SHOP</b>              | <b>Budget</b>    | <b>Result</b>  | <b>(%)</b>  | <b>HI SHOP</b>                    | <b>Budget</b>  | <b>Result</b>    | <b>(%)</b>  |
| Overallpackage              | 330 000          | 382475         | 116%        | Overallpackage                    | 200 000        | 76470,235        | 38%         |
| Assortments                 | 150 000          | 104874         | 70%         | Assortments                       | 130 000        | 57323,75         | 44%         |
|                             |                  |                |             | Kick-off patches                  | 30 000         | 13062            | 44%         |
| <b>Sum</b>                  | <b>480 000</b>   | <b>487 349</b> | <b>102%</b> | <b>Sum</b>                        | <b>360 000</b> | <b>146855,99</b> | <b>41%</b>  |
| <b>COMMITTEES AND BOARD</b> | <b>Budget</b>    | <b>Result</b>  | <b>(%)</b>  | <b>COMMITTEES AND BOARD</b>       | <b>Budget</b>  | <b>Result</b>    | <b>(%)</b>  |
| THE BOARD                   | 0                | 0              | 0%          | THE BOARD                         | 20000          | 15271,65         | 76%         |
| HINT                        | 38000            | 7530           | 20%         | HINT                              | 39000          | 13220,44         | 34%         |
| HI EDUCATION                | 0                | 0              | 0%          | HI EDUCATION                      | 8000           | 5760,5           | 72%         |
| HI LIFE                     | 134000           | 31480          | 23%         | HI LIFE                           | 158000         | 55809,64         | 35%         |
| HIKE                        | 294000           | 2100           | 1%          | HIKE                              | 320000         | 149263,13        | 47%         |
| HI WORK                     | 100 000          | 14219          | 14%         | HI WORK                           | 6000           | 1681             | 28%         |
| HI COMMUNICATION            | 0                | 0              | 0%          | HI COMMUNICATION                  | 5000           | 1748             | 35%         |
| HI EVENTS                   | 0                | 7370           | 0%          | HI EVENTS                         | 10500          | 14760,32         | 141%        |
| HI NODE                     | 0                | 0              | 0%          | HI NODE                           | 500            | 0                | 0%          |
|                             |                  |                |             | SUPER TEAMBUILDING                | 30000          | 14290,83         | 48%         |
| <b>Sum</b>                  | <b>566000</b>    | <b>62699</b>   | <b>11%</b>  | <b>Sum</b>                        | <b>597000</b>  | <b>271805,51</b> | <b>46%</b>  |
| <b>ARRANGEMENTS</b>         | <b>Budget</b>    | <b>Result</b>  | <b>(%)</b>  | <b>ARRANGEMENTS</b>               | <b>Budget</b>  | <b>Result</b>    | <b>(%)</b>  |
| HI TECH GALA                | 170 000          | 81500          | 48%         | HI TECH GALA                      | 180 000        | 684              | 0%          |
| Graduation Banquet          | 170 000          | 0              | 0%          | Graduation Banquet                | 180 000        | 0                | 0%          |
| Open House                  | 1 000            | 0              | 0%          | Open House                        | 1 000          | 249,5            | 25%         |
| Karriärsum                  | 100 000          | 103145         | 103%        | Karriärsum                        | 5 000          | 0                | 0%          |
| Kick-off autumn             | 160 000          | 0              | 0%          | Kick-off autumn                   | 190 000        | 3 5220           | 19%         |
| Kick-off HINT               | 13 000           | 880            | 7%          | Kick-off HINT                     | 20 000         | 0                | 0%          |
|                             |                  |                |             | Kick-off spring                   | 5 000          | 5 002            | 100%        |
|                             |                  |                |             | Kick-off THE BOARD                | 5 000          | 579,7            | 12%         |
| <b>Sum</b>                  | <b>614 000</b>   | <b>185525</b>  | <b>30%</b>  | <b>Sum</b>                        | <b>586 000</b> | <b>41734,8</b>   | <b>7%</b>   |
| <b>Various revenues</b>     | <b>Budget</b>    | <b>Result</b>  | <b>(%)</b>  | <b>Various costs and expenses</b> | <b>Budget</b>  | <b>Result</b>    | <b>(%)</b>  |
| Membership                  | 85 000           | 81064          | 95%         | Inventory                         | 20 000         | 0                | 0%          |
| <b>Sum</b>                  | <b>85 000</b>    | <b>81064</b>   | <b>95%</b>  | IT management                     | 8000           | 10405,85         | 130%        |
|                             |                  |                |             | Bankfees                          | 27 500         | 8786,28          | 32%         |
|                             |                  |                |             | Postage                           | 500            | 44               | 9%          |
|                             |                  |                |             | Bi-annual meeting costs           | 25 000         | 1 7779           | 71%         |
|                             |                  |                |             | Marketing                         | 20 000         | 7997,2           | 40%         |
|                             |                  |                |             | Office supplies                   | 10 000         | 7851,59          | 79%         |
|                             |                  |                |             | Projects                          | 25 000         | 1 1393           | 46%         |
|                             |                  |                |             | HI BOX                            | 2 000          | 5170,5           | 259%        |
|                             |                  |                |             | Equipment                         | 5 000          | 1600,79          | 32%         |
|                             |                  |                |             | Money to request                  | 25 000         | 4486             | 18%         |
|                             |                  |                |             | Savings                           | 34 000         | 0                | 0%          |
|                             |                  |                |             | <b>Sum</b>                        | <b>202 000</b> | <b>75514,21</b>  | <b>37%</b>  |
| <b>Total</b>                | <b>1 745 000</b> | <b>816 637</b> | <b>47%</b>  | <b>Total</b>                      | <b>1745000</b> | <b>535910,51</b> | <b>307%</b> |
| <b>Calculated result</b>    |                  | <b>0</b>       |             |                                   |                |                  |             |
| <b>Actual result</b>        |                  | <b>280 726</b> |             |                                   |                |                  |             |



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## HI TECH

### Fall Biannual meeting 2020-11-10

#### §15. Determine the membership fee

The item is presented by President Erika Falk. The membership fee for the upcoming year will be 22 sek.

**Decision:** *The biannual meeting decides to approve the membership fee of 22 sek.*



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## HI TECH

### Fall Biannual meeting 2020-11-10

#### §16. Presentation and approval of the budget

The item is presented by the Head of Finance Marcus Wårhag. The document *Proposed Budget 2021* is provided

#59: I have tried to simplify the budget for 2021 so that everyone can understand it. The biggest changes in the budget has been that we have added 2 busses to the Åre trip by HIKE which doubles that cost and income. The same with the HI TECH Gala since we want to be able to have that twice a year. Other than that there are no big changes since we didn't have anything to measure with from this year.

#### Proposed Budget 2021

| <b>BUDGET 2021</b>          |                  |               |                 |                                   |                |               |            |
|-----------------------------|------------------|---------------|-----------------|-----------------------------------|----------------|---------------|------------|
| <b>REVENUES</b>             |                  |               | <b>Expenses</b> |                                   |                |               |            |
| <b>HI TECH SHOP</b>         | <b>Budget</b>    | <b>Result</b> | <b>(%)</b>      | <b>HI TECH SHOP</b>               | <b>Budget</b>  | <b>Result</b> | <b>(%)</b> |
| Sales                       | 500 000          |               |                 | Overalls                          | 150 000        |               |            |
| .                           |                  |               |                 | Assortments                       | 112 500        |               |            |
| .                           |                  |               |                 | Prints                            | 23 000         |               |            |
| <b>Sum</b>                  | <b>500 000</b>   | <b>0</b>      | <b>0</b>        | <b>Sum</b>                        | <b>285 500</b> | <b>0</b>      | <b>0</b>   |
| <b>COMMITTEES AND BOARD</b> | <b>Budget</b>    | <b>Result</b> | <b>(%)</b>      | <b>COMMITTEES AND BOARD</b>       | <b>Budget</b>  | <b>Result</b> | <b>(%)</b> |
| THE BOARD                   | 0                |               |                 | THE BOARD                         | 25400          |               |            |
| HINT                        | 29000            |               |                 | HINT                              | 41000          |               |            |
| HI EDUCATION                | 5000             |               |                 | HI EDUCATION                      | 15350          |               |            |
| HI LIFE                     | 130000           |               |                 | HI LIFE                           | 151250         |               |            |
| HIKE                        | 480000           |               |                 | HIKE                              | 502500         |               |            |
| HI TECH AFFAIRS             | 100 000          |               |                 | HI TECH AFFAIRS                   | 5000           |               |            |
| HI TECH SOCIAL              | 0                |               |                 | HI TECH SOCIAL                    | 6000           |               |            |
| HI TECH EVENT               | 0                |               |                 | HI TECH EVENT                     | 8000           |               |            |
| .                           |                  |               |                 | SUPER TEAMBUILDING                | 40000          |               |            |
| <b>Sum</b>                  | <b>744000</b>    | <b>0</b>      | <b>0</b>        | <b>Sum</b>                        | <b>794500</b>  | <b>0</b>      | <b>0</b>   |
| <b>ARRANGEMENTS</b>         | <b>Budget</b>    | <b>Result</b> | <b>(%)</b>      | <b>ARRANGEMENTS</b>               | <b>Budget</b>  | <b>Result</b> | <b>(%)</b> |
| HI TECH GALA                | 340 000          |               |                 | HI TECH GALA                      | 360 000        |               |            |
| Graduation Banquet          | 170 000          |               |                 | Graduation Banquet                | 180 000        |               |            |
| Karriäräm                   | 100 000          |               |                 | Karriäräm                         | 5 000          |               |            |
| Kick-off autumn             | 160 000          |               |                 | Kick-off autumn                   | 190 000        |               |            |
| .                           |                  |               |                 | Kick-off spring                   | 5 000          |               |            |
| .                           |                  |               |                 | Kick-off THE BOARD                | 5 000          |               |            |
| .                           |                  |               |                 | HI TECH WEEK                      | 10 000         |               |            |
| <b>Sum</b>                  | <b>770 000</b>   | <b>0</b>      | <b>0</b>        | <b>Sum</b>                        | <b>755 000</b> | <b>0</b>      | <b>0</b>   |
| <b>Various revenues</b>     | <b>Budget</b>    | <b>Result</b> | <b>(%)</b>      | <b>Various costs and expenses</b> | <b>Budget</b>  | <b>Result</b> | <b>(%)</b> |
| Membership                  | 85 000           |               |                 | IT management                     | 15 000         |               |            |
| <b>Sum</b>                  | <b>85 000</b>    | <b>0</b>      | <b>0</b>        | Bankfees                          | 20 000         |               |            |
| .                           |                  |               |                 | Bi-annual meetingcosts            | 25 000         |               |            |
| .                           |                  |               |                 | Marketing                         | 25 000         |               |            |
| .                           |                  |               |                 | Officesupplies                    | 25 000         |               |            |
| .                           |                  |               |                 | Money to request                  | 50 000         |               |            |
| .                           |                  |               |                 | Envolvement cost                  | 10 000         |               |            |
| .                           |                  |               |                 | Savings                           | 94 000         |               |            |
| <b>Total</b>                | <b>2 099 000</b> | <b>0</b>      | <b>0</b>        | <b>Sum</b>                        | <b>264 000</b> | <b>0</b>      | <b>0</b>   |
| <b>Calculated result</b>    |                  | <b>0</b>      |                 | <b>Total</b>                      | <b>2099000</b> | <b>0</b>      | <b>0</b>   |
| <b>Actual result</b>        |                  | <b>0</b>      |                 |                                   |                |               |            |





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**Decision:** *The Biannual meeting decides to approve the budget for 2021 and add it to the official documents.*

According to Claim 1 there will now be a break. This break will be 19:00-19:30

The Chairperson is presenting the election process and the voting process.

The vote count is adjusted to 58.

### §17. Election of the Vice President

The item is presented by the Chairperson.

Presentation of the position #45: The Vice President's main responsibilities is to assist, help and support the President of HI TECH on many various tasks. The Vice President is also the student representative in the Work Environment committee at both School of Engineering and Jönköping Student Union.

One formal application has been submitted

#### **Adina Valjakka**

Presentation #38: My name is Adina. I am 20 years old and I am studying Embedded systems engineering. I am currently the IT Manager in the board of HI TECH. Besides my studies I work extra as a group fitness instructor and as a tutor for children in programming and 3D-modelling courses. I applied to this position because I think the Vice President tasks sound fun and I want to gain more experience working with organizational questions. I think that my previous experience in the board of HI TECH will be an advantage because I already have some insight in the organization.

#### **Questions from the nomination committee: #22**

1. Question: Is there a key issue or question that you would like to focus on during your mandate?

**Answer:** I want to work with environmental questions and find solutions to now when it is mainly distance classes. It should also be a good environmental place when studying at home. I want to focus on that.

2. Question: What kind of role do you take in a group?

**Answer:** It depends on the group, but I take the initiative and a leading roll if no one else will.



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## HI TECH

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3. Question: Why exactly should you be elected for the position as Vice President?

**Answer:** I am very structed and always strive for perfection. I do my best and have the potential to do a good job. Also, my earlier experience in the board will help me.

#### Questions from the biannual meeting:

1. Question #A: If the president is absent, do you feel confident stepping up as president of HI TECH?

**Answer:** Yes

2. Question #6: How are you going to improve? Do you have a goal to reach, especially now during corona? What improvements do you want to make?

**Answer:** We have a lot to work with. I want to focus my mandate on that the study environment to make it as good as possible even when working from home.

#### Nomination and motivation:

#22: The nomination committee has chosen to nominate Adina for the position as Vice President. She has the commitment, personality, and experience which we think will fit well into that position. She is aware of what the position requires, and we believe she has what it takes to make a great work as well as develop HI TECH.

#A: I am speaking on behalf of Adina Valjakka. Adina applied for VP already during spring. During these past months, Adina has really showed that she is capable of being my right hand. She is always available, and she has opinions that she is not afraid to raise. She already has experience of being in the board and I would love if Adina was in it for another year.

The vote is done by closed voting.

**Decision:** *Adina Valjakka is elected Vice President with the mandate 2021-01-01 to 2021-12-31*

**Vote Count is adjusted to 63**

§18. Election of the Head of Finance

The item is presented by the Chairperson.



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Presentation of the position #59: The task is much related to money and the cashflow within the association. Making sure that the budget at being follow and being a helping hand towards the committees if they need any help regarding the financial. Also to do all the booking and making sure everyone gets their money back that they have put into HI TECH.

One formal application has been submitted.

### *Marcus Wårhag*

Presentation #59: This year 2020 has been a very weird year to be in the HI TECH Board, especially in my position. I haven't been able to do what I signed up do. I haven't gotten the chance to put in the effort that I want to do because of Covid. I love what my position is doing and what the purpose is. I have always been very focused in economics ever since highschool. So the main reason for my reapplication is that I haven't got the chance to do what I want to do, and I really hope that I will be able to do that next year.

### Questions from the nomination committee #22:

1. Question: Is there a key Issue or question that you would like to focus on during your mandate?

**Answer:** What I've noticed this year is that there is a lot of paper work to do. What I've done is looking toward digitalizing the booking and I've done some small testings with one of the committee and I turned out good, but Covid have restricted me when trying to do this entirely. That is something I really want to do. Another things are the changes within the board. We have talked about that for a long time as you heard in the preposition and I want to be there when it happens.

2. Question: What are your key strengths and weaknesses?

**Answer:** I strength is that I sitting on this position for a year. I know the basics and more if I would say it myself. I don't need any learning time that maybe a new one would need. A weakness could be the digitalization. I haven't done that much before and have to dig into and learn about it. If we talk more personal, in school I normally wait a bit and not being that prepared from the start. In HI TECH I am well prepared and do what I need to do on time.

3. Question: Why exactly should you be selected for the position as Head of Finance?

**Answer:** I really think that I have a lot more to give in this roll. I have a lot of things that I want to make sure happens that has in the works for almost my entire mandate. That is the biggest reason want to be elected.



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#### Questions from the biannual meeting:

No questions from the biannual meeting.

#### Nomination and motivation:

#22: The nomination committee has chosen to nominate Marcus for the position Head of finance. Marcus is well structured and committed to Hitech and with a year of experience on the post. We are convinced that Marcus will continue to make great progress with new ideas and evolve HI TECH even further.

#18: I would like to speak on behalf of Marcus. I have been part of the board for almost a year. We got elected the same time last year. He is very well structure, he is very driven for what he wants to go. I highly recommend him for this position.

The vote is done by closed voting.

**Decision:** *Marcus Wårhag is elected Head of Finance with the mandate 2021-01-01 to 2021-12-31*

#### **Vote Count is adjusted to at 61**

## §19. Election of Head of HI LIFE

The item is presented by the Chairperson.

Presentation of the position #18: As head of hi life you make sure HI LIFE do what they are supposed to do. And that is sittning, caps and the kick off. It is to make sure they have the information so they know what to do. Basically you take care of HI LIFE.

One formal application has been submitted.

#### **Jacob Nilsson**

Presentation #18: I'm Jacob. A year ago I got elected head of HI LIFE for 2020. Most of you know that this year has been far from normal, it has been cancelled. We have done half a sittning and then corona struck and shut everything down. We managed to do a three day HI DAYS. I haven't had the chance to do what I wanted to do so I want to be head of HI LIFE for another year. I feel positive for the next year and feel like the committee has a lot to give for the upcoming year.



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## Questions from the nomination committee #22:

1. Question: What qualities do you think a good leader should have?

**Answer:** Make sure that everyone gets heard. Make sure the voices are represented for those who don't want to speak for themselves. You get to know the group so you know when they feel good or not and show that you care.

2. Question: Do you have any improvements you want to do during this mandate?

**Answer:** I want to have a proper Kick Off. This has been hard to do this year because of corona. We have some experience now for how we can arrange things during these restrictions in a safe way. We plan ahead and are ready for events.

3. Question: Why exactly should you be selected for the position as Head of HI LIFE?

**Answer:** I should be elected because I somewhat know what I am doing. I've been here for a year. Even though I didn't get to do a normal Kick Off we got experience and can do events in a corona safe way. I am ready and keen to do another year. We want to show the students a great student life and show why the yellow pants are the greatest.

## Questions from the biannual meeting:

No questions from the biannual meeting.

## Nomination and motivation

### Nomination committee:

#22: The nomination committee has chosen to nominate Jacob as Head of Hi Life. We think he is an obvious choice for a continued mandate. He has a well fitted leadership for this position as well as great ideas to improve the HI LIFE events and the kickoff to make it the best time for new and current students at school

#A: I am speaking on behalf of Jacob Nilsson. We have been working quite close to each other for the past months. I have really questioned him, twisting and turning it around and explained all the different aspects of this, if he actually should be doing another year together with his committee. After a lot of discussions between us, I have realized that with the situation we are in, I could not see anyone else doing Head of HI LIFE better than Jacob. With kick off, he found solutions when we couldn't do as we normally do. The number of hours that I know he has put into his role is just remarkable for he doing this on a voluntary basis. I know that he wishes to do more with his committee during next year and I



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support him all way. Jacob brings a lot to the table, has good opinions and dare to question the things HI TECH do. He doesn't only care about HI LIFE but also shows interest in what happens with the entire association. Those are the people that I want and need in the Board for the entire association to grow and be even better. There have been many times when I just know that I can trust him to do the right thing.

The vote is done by closed voting.

**Decision:** *Jacob Nilsson is elected Head of HI LIFE with the mandate 2021-01-01 to 2021-12-31*

### ***Vote Count is adjusted to 60***

## §20. Election of the Internal Organizer

The item is presented by the Chairperson.

Presentation of the position #2: I am the current Internal Organizer. As just decided, the tasks of this roll will be split up, and the part that will be possible to apply for today is Head of Event. This includes creating all the events that will make the HI TECH Board more visible, such as the HI TECH Gala, Graduation Day, Welcome Dinner and such. COVID-19 has been in the way for many events this year. All though we have them planned and ready to go as soon as possible. You will be in charge of a group of six members and be the link between HI TECH and HI TECH Event.

Three formal applications have been submitted. Matilda Nilsson and Swezin Yu has withdrawal their application. Elin Emanuelsson applies on spot.

### ***Mooath Aldalaty***

Presentation: I want to express how happy I am here. Even if it doesn't work out it's so flattering and an honor to be live. I'm pretty familiar to a lot of you guys. I still don't understand the curiosity that everyone wants to sit with me in my cab. I'm Mooath. I would like to apply for this position because I could be a good communicator. I am so familiar to so many in this Zoom meeting right now. I have a success to communicate to others here since my first day at school. I am so excited to be a part of HI TECH. I want to contribute to something in the school and make some changes if it is possible to make it I would like to give it a try.

### **Questions from the nomination committee #22:**

1. Question: Do you have any previous experience of arrange events/projects?



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**Answer:** Yeah, I mean not specifically. I am the person that starts everything and says let's do this and that. I like to plan stuff and things. I like to stay outside instead of inside.

2. Question: What kind of role do you take in a group?

**Answer:** I'm usually called the grandfather. I like to listen to everyone and try to make improvements in some way.

3. Question: Why exactly should you be selected for the position as Internal Organizer?

**Answer:** I deserve this because I have already applied for three different positions in the school so I would really appreciate being given the chance to do this. I'm well organized and so many know who I am.

### Questions from the biannual meeting:

1. Question #A: General Question: Have you contacted the current Internal Organizer to talk about the position?

**Answer:** Yeah I've been already asked this question before. Not really I haven't done that. I've been really about this position so I have not thought about what would be my role in this position.

2. Question #45: General question: Are you familiar with HI TECH's daily work and if so, is there anything you want to change or preserve with the work?

**Answer:** I am not close with all the members but we got some contact as well. So not familiar but I can learn really fast and stuff so it wouldn't be a problem I guess.

### *Elin Emanuelsson has chosen to apply on spot.*

Presentation #4: My name is Elin and I am applying for the role as internal organizer. I am applying for this role since I have been a part of the event group almost a year now and thought it would be developing and so much fun if I got the chance to have more responsibility within HI TECH Event. A bit of background, I joined in the event group fall 2019 and during spring 2020 I went abroad for studies in Bangkok and when I can back home, I joined hi tech event again.

So who am I, you may wonder? I am from a small town called Älmhult and if you ever heard me speaking Swedish you would know that I am definitely from småland, due to my accent. Furthermore, I am 23 years old and studying the program logistics and management. I would describe myself as a calm but driven person who loves to plan things and to keep the work organized and structured. When it comes to my role in groups, I would say that I am the person who analyzes the situation and listens carefully on what the other people has to say before I contribute with my thoughts. Even though I may



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not be the person who talks the most in groups I am not afraid of taking decisions or sharing my thoughts on situations.

And on my spare time I love to hang out with my friends and family and when it is not corona times I also enjoying travelling and bake. Then you might want to know why I think I'm suitable for this role? And the answer to this is that I believe that with my previous experience in HI TECH Event together with my passion for planning and going to fancy galas I believe that I can develop HI TECH Event. This in a way where the events that we are planning can contribute to a better student life for the students of Jönköping University. And to help me do that I would have an awesome team to work with.

#### Questions from the nomination committee #22:

1. Question: Do you have any previous experience of arrange events/projects?

**Answer:** Main things is being a part of the HI TECH Event group

2. Question: What kind of role do you take in a group?

**Answer:** I am a calm person who loves to listen to everyone and want to include everyone in a conversation and has the ability to motivate the members.

3. Question: Why exactly should you be selected for the position as Internal Organizer?

**Answer:** With my previous experience in HI TECH Event I know how everything works. And I am able to lead this group.

#### Questions from the biannual meeting:

1. Question: #A. General Question: Have you contacted the current Internal Organizer to talk about the position?

**Answer:** Yes.

2. Question #45: General question: Are you familiar with HI TECHs daily work and if so, is there anything you want to change or preserve with the work?

**Answer:** I am familiar about the work but I don't have anything right know that I would like to change. But I want to work with this in the future if given the opportunity.

#### Nomination and motivation

#22: Nomination committee have chosen not to nominate anyone to the position of Internal Organizer.



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#2: I want to nominate Elin. I am the current Internal Organizer and Event Manager of HI TECH Event and I think it is very important that the new Head of Event has been a part of HI TECH Event for a while before becoming in charge of it. Elin has been a part of HI TECH Event since May 2020 and was a part of creation the GALA 2019. She is really driven, well organized and has the capability to keep and develop everything in HI TECH Event that I have created. She has reached out to me and being really interested in the roll and I think she would take really good care of it.

The vote is done by closed voting.

**Decision:** *Elin Emanuelsson is elected Internal Organizer with the mandate 2021-01-01 to 2021-12-31*

The Chairperson suggests that there will be a break now. This break will be 20:45-20:50

### ***Vote Count is adjusted to 60***

## §21. Election of the Head of Affairs

The item is presented by the Chairperson.

Presentation of the position #A: You have the overall responsibility for all contacts with companies as well as all of our sponsors. You are Head of the workgroup HI TECH Affairs that will handle all our sponsor deals. Head of Affairs is also responsible for arranging Karriärum each year together with JTH. The person is also responsible for booking of the entrance and such.

One formal application has been submitted.

### ***Swezin Yu***

Presentation #15: Hi I'm Swezin and I'm a first year student at the program Supply Chain Management. I am 24 years old from a small town outside of Skövde. Before I started studying I was an au pair in Washington DC and spent a couple months in Australia working. After that I worked at Volvo in Skövde. I started to get an interest came to what I am studying now. I also worked at ICA Maxi. I love to have a lot of things happening all the time. I also want to join Student Union to make students get a great experience. In high school I was an accountant at Student Union. I started my own Young Enterprise in high school, which was a great experience for this position.



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#### Questions from the nomination committee #22:

1. Question: How do you handle pressure and stress?

**Answer:** Handle stress is good pressure for me. I usually write down a list what needs to be done and tick it off step by step. This prevents me to overstress.

2. Question: Do you have any previous experience of similar work that the position requires?

**Answer:** Young enterprise, which I handled on my own. It was imported key chargers from China and I got my own sponsors by contacting them myself.

3. Question: Why exactly should you be elected for the position as Head of Affairs?

**Answer:** Because I am organized and very driven. I like being structured and I am easy going as a person and also not afraid talking to strangers.

#### Questions from the biannual meeting:

1. Question #A: Have you spoken to anyone within the board?

**Answer:** Yes, I have spoken to Josefin.

#### Nomination and motivation

#22: The nomination committee has chosen to nominate Swezin as the Head of Affairs. She is organized, driven and has former experience of reaching out to other companies finding sponsors. We believe she is a great fit for the board and will make a great progress for Hi-tech during her mandate.

The vote is done by closed voting.

**Decision:** *Swezin Yu is elected as Head of Affairs with the mandate 2021-01-01 to 2021-12-31*

#A: I have a technical question. Since we do not have someone in this position right now. I want to bring up the discussion if it is possible for Swezin to start immediately.

Chairperson: I purpose that we vote on this. So before we move onto decision is there any comments or questions? Swezin do you want to start earlier if possible?

#15: Yes I want that.



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#20: She can start her mandate period from tomorrow unofficially. But we cannot vote on this matter since we have already approved the agenda.

Chairperson: Then we will decide that officially her mandate will start 2021-01-01. The rest will be between the Board and Swezin. Thank you for that Simon.

***Vote Count is adjusted to 55***

## §22. Election of the Head of Communication

The item is presented by the Chairperson.

Presentation of the position #B: As the Head of Communication, your job is (together with the committee members) to promote projects and distribute information from the association to the students. This includes posting information on social media, creating marketing material and managing the notice boards around the School of Engineering. The Head of Communication is responsible for the committee HI TECH Social. HI TECH SOCIAL's goal is to help the Board and the committees with graphic material. The Head of Communication is also responsible to ensure that the graphic identity looks the absolute best for HI TECH, and that it is similar throughout all committees and work groups.

Two formal applications have been submitted.

### ***Erica Lang***

Presentation #28: My name is Erica Lang and I am an easygoing, curious girl turning 23 years old. I'm from Växjö, Småland. After some years of working and traveling I am now in my second year of New Media Design. My dream is to become a graphic designer. It is very giving to study here and I feel more confident and I am continuing to improve my skills. I get energy when I am with my friends and I love being busy. When I am not studying or working I spend time with my friends, party or going to the gym. At school I am a content creator at HI TECH Social for a year now. I run the social media at JTH and share important information to the students. I am looking forward to be a part of the board and take my organization and creative skills to the next level. A dream is to become a project leader so this a step in that direction. It is an advantage that I have already been a part of HI TECH Social where I got a lot of experience so I know how it works. I should be elected because I am many-sided, strong will do learn and self-develop. I also have strong communication skills. That's all from me.



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## HI TECH

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#### Questions from the nomination committee #22:

1. Question: Do you have any previous experience of similar work that the position requires?

**Answer:** Yes, I worked in HI TECH for a year now. From there I learned a lot more than in school. I know all the Adobe programs that we use in HI TECH Social. It has been very giving for me.

2. Question: Do you have any ideas of how to improve the marketing?

**Answer:** I would say that the marketing is getting better and better. I have seen Catti working really good on the brand identity. I want to continue the work and show us even more on HI TECH and maybe do more videos.

3. Question: Why exactly should you be selected for the position as Head of Communication?

**Answer:** Other than the experience I have I am a very easy person to be with. I always collaborate with other people. I really look forward to being a part of the board and challenge myself which I can do in this roll. I think it would be good.

#### Questions from the biannual meeting:

1. Question #2: Have you talked to the current Head of Communication? Do you feel like you know what your tasks would be?

**Answer:** Yes. I've talked to her and she have told me everything I need to know about the position.

2. Question #38: Do you have any experience with graphical programs such as Adobe required for this position?

**Answer:** Yes, both from school and working on HI TECH Social.

#### *Mooah Aldalaty*

Presentation: Thank you for bringing me back here. I guess I already mentioned what I want to say. I am more interested in Head of Communication. I have much experience in Instagram. I have been active a long time and have good sense about it. I can communicate by post pictures and post stories as well. I have done well in my personal life. I like to take pictures and I like to post things. I spend most my time on instagram anyways. That was my answer.



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## HI TECH

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#### Questions from the nomination committee #22:

1. Question: Do you have any previous experience of similar work that the position requires?

**Answer:** Yeah sure thing. I worked really well with my friend and we made big success on Instagram. We bring people together in Jönköping.

2. Question: Do you have any ideas of how to improve the marketing?

**Answer:** I have so many ideas on different situation. On the Instagram now there is not much life and comments. People are not interacting and I want it more active in some way.

3. Question: Why exactly should you be selected for the position as Head of Communication?

**Answer:** I am pretty confident on what I am able to do on those kinds of things. My way of talking and communicating is really good. I have no problem talking to others. On a personal level I have 2500 followers on my Instagram page.

#### Questions from the biannual meeting:

1. Question #2: Have you talked to the current Head of Communication? Do you feel like you know what your tasks would be?

**Answer:** Not really. I haven't talked to the one in charge right now. But it wouldn't be the problem. I would be able to manage it pretty well.

2. Question #38: Do you have experience with graphical programs such as Adobe required for this position?

**Answer:** Yes

#### Nomination and motivation

#22: The nomination committee has chosen to nominate Erica as the Head of Communication. She has former experience from the board and insight in the ongoing projects. She is aware of what the position requires, and we believe that she has what it takes to make a great work in the board.

#B: I am speaking on behalf of Erica Lang. I've worked closely with her the past months in the work group HI TECH SOCIAL since she is one of the content creators in the team. I have seen what she is capable of during these months and can confirm that she is a talented designer and media producer + social media expert! I also believe that Erica has the passion, drive and positive mind-set that is needed for the future development of the communication within HI TECH.



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The vote is done by closed voting.

**Decision:** *Erica Lang is elected Head of Communication with the mandate 2021-01-01 to 2021-12-31*

**Vote Count is adjusted to 49**

#### §23. Election of the Nomination committee

The item is presented by the Chairperson.

Presentation #22: Prior to the biannual meetings we must Interview all the applicants. So we are responsible for conducting and scheduling the Interviews and reach out to all who have applied. After the Interviews we will write nominations for each position that we have applicants for.

No formal application has been submitted.

Claim 3 #A: I wish to make a claim that it is up to the Board of HI TECH to make a byelection to elect the nomination committee.

**Decision:** *The board of HI TECH will elect the Nomination committee during a byelection.*

#### §24. Any other business

No other matter has been received beforehand.

No other business is presented.

#### §25. Closing of the meeting

The item is presented by the Chairperson.

The meeting ends at 21:36



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## Appendix

### Applications

#### Vice President

**ADINA VALJAKKA: applying for Vice President**

I have been a part of HI TECH for almost six months now as the IT Manager. I feel like Vice President would suit me better and that is why I am applying for this position. I think it is an advantage that I am currently part of the Board. I already have some insight in the organization and the tasks of the Vice President which would make the transition easier.

I should be elected as Vice President because I am not afraid of taking the initiative or giving input when it is needed. I am a structured, ambitious and driven person that always wants to learn new things and challenge myself.

My time in HI TECH so far has been amazing and I hope that I get to continue my work in the Board as the Vice President.



## CV

### Personal information

Adina Valjakka

### Education

- *Jönköping University* 2019 –  
Bachelor of Science in computer engineering, embedded systems
- *Bäckadalsgymnasiet* 2016 – 2019  
Technology program, design and product development

### Work experience

- *Fitness & Friends Jönköping* April 2018 –  
Group fitness instructor and receptionist

As a group fitness instructor, I instruct fitness classes in small groups. My main responsibility is to make sure the participants feel comfortable and receives a positive experience in the class.

Previously also worked as a receptionist. Tasks included in the roll were cash management, administrative work and cleaning of the gym and other areas.

- *Upptech, Jönköping Science Center* August 2018 – July 2020  
KomTek-tutor

As a tutor at Upptech my job was to teach classes of a technical nature, for example 3D-modelling and programming, to children and adolescents.

- *Grand Hotel Jönköping* January 2017 – May 2019  
Hotel maid

I worked at Jönköping's theatre, the cleaning department and breakfast department at Grand Hotel.



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- *Destination Jönköping AB* May 2018 – August 2018  
Event staff and tourist guide

My main responsibility was to provide service for tourists and visitors of the international exhibition “Gladiators – heroes of the Colosseum”.

## Languages

- Swedish: native
- English: proficient

## Other information

- IT Manager in HI TECH, the student association of Jönköping School of Engineering. Responsible for maintaining the website and working on IT related issues.
- Chairman for Bäckadalsgymnasiet’s student body 2018/2019. My main responsibilities were to plan events like the senior prom and to be the student representative in meetings with the school’s management.
- Student Ambassador for Jönköping University



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## Head of Finance

### **MARCUS WÅRHAG: applying for Head of Finance**

Hello, My name is Marcus Wårhag and I am currently the sitting Head of Finance. I have chosen to re-apply since my year has been cut short due to Covid-19. With this said i have a lot left to give to HI TECH and all the things it stands for. I believe that with my preexisting knowledge of HI TECH and JU and the fact that i will not need any learning time will mean that I can really do something great for HI TECH 2021. I currently have some plans along with my fellow boardmembers in motion which would do really great changes within HI TECH. Another thing is that i have started to make the accounting more digital, this is still a work in project and therefore another reason as to why i want to re-apply.

This year i have also felt that I have been quite blocked by the budget that was set for this year. We in the board along with some of the committees have looked into changing a few things which hasn't been allowed by the current budget. As for example another gala or two buses for the HIKE åre trip. These are of course things i have budgeted for in the 2021 budget along with a sort of buffer for the possibility to really be able to develop without waiting for an entire year.

I have also put some things on my own into motion, things like completely change the way we view budgets and purchases to make them more understandable by everyone that wants to see them. I've made sure to keep the boardmembers up to date with how the economics are going which i feel is important, especially in these times.

With this said, I still have a lot to give and I have absolutely loved being a part of the board so far and I hope to get the chance to continue my work and evolve HI TECH with the changes we have planned for it.

Kind regards,  
Marcus Wårhag



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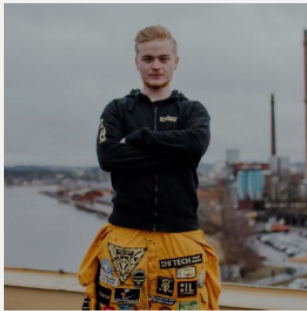
HI TECH



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## Marcus Wårhag

Bachelor student in Engineering



### WORK LIFE EXPERINCE

*2020-09-01 – Ongoing*  
Seller • Media Markt  
Tasks: Selling to and helping costumers

*2020-01-01 – Ongoing*  
Head of Finance • HI TECH  
Tasks: General Economics

*2018-09-10 – 2020-08-30*  
Warehouseworker • Aditro Logistic Staffing AB  
Tasks: Pick & Pack

*2017-08-14 – 2019-09-02*  
Warehouseworker • Flit AB  
Tasks: Pick & Pack

*2017-06-12 – 2019-09-14*  
Janitor • Region Jönköping Län  
Tasks: Enviroment Manager, Service

*2013-09*  
Internship Finance Department • Region Jönköpings Län  
Tasks: General Financial work

*2012-03-01 – 2015-06-15*  
Baker • Café Lindströms  
Tasks: Baking, Handling Customers

### UTBILDNING

Jönköping School of  
Engineering – Ongoing  
Industrial Economics –  
Logistics and Management

Jönköping School of  
Engineering – 2019  
Engineering Preparatory  
Semester

Sandagymansiet, Jönköping  
2014 – 2017  
Economic Program with focus  
in Economics

### COMPETENCES

- Good knowledge in Economics
- Experience with boardwork
- Good English language, both speaking and writing
- Experience with client responsibility and contact
- Excellent Excel knowledge

### REFERENCES

Provided upon request



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## HI TECH

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## Head of HI LIFE

### **JACOB NILSSON: applying for Head of HI LIFE**

This year has been all but the ordinary. At this point I believe all have been affected by Covid-19 by one way or the other. I have now been the Head of HI LIFE for almost a year. A year where not much has been doable, a year that has been cancelled.

So therefore, I am applying for Head of HI LIFE again. I got elected as Head of HI LIFE November 2019 and yes, we got to do a sittning before Covid-19 entered our life and we did a Corona-friendly Kick Off or as we called it HI DAYS. I still feel like I, and my committee, didn't get to do what we got elected to do. We have not had the opportunity to carry on traditions and introduce students to the study social life that we have here at JU and JTH. During a normal year we would have been able to do.

It is one more year, I am fully aware of that and I am ready as well as excited for it! Both regarding the board work as HI TECH and as responsible for HI LIFE. I believe the future looks bright and next year will be very different from 2020.

I am ready to devote my time, energy and responsibility on HI LIFE.

I want HI LIFE'20 to continue and exceed their expectations.

I still want to give every new student a Kick Off they will never forget and a study period they will look back to with a smile.

I will continue to ensure that HI LIFE performs on the next level.



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## Jacob Nilsson

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### Arbetslivserfarenhet

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maj 2015 – nuvarande  
**PreFast Sverige AB**  
Styrelse-suppleant

april 2017 – nuvarande  
**Meritum i Sverige AB**  
Styrelseledamot

jun 2013 – dec 2017  
**PreFast Sverige AB**  
Sommarjobb de två första åren som övergick till heltid efter studenten. Arbetade heltid i produktionen som sågoperatör och takstolstillverkare. Arbetet krävde planering och eget ansvar.

### Utbildning

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Aug 2018 -  
**Högskoleingenjör i  
Husbyggnads – och  
Väg/Vattenbyggnadsteknik**  
Jönköpings Tekniska Högskola

Jan 2018 – jun 2018  
**Teknisk Bastermin**  
Jönköpings Tekniska Högskola

Aug 2012 – jun 2015  
**International Baccalaureate  
Diploma Program**  
Söderportsgymnasiet, Kristianstad

Juli 2011 – jun 2012  
**Stawell Secondary College**  
Stawell, Australien



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## Jacob Nilsson

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### Övriga Meriter

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#### **Medlem i Studentkommitten på Söderportsgymnasiet**

Studentkommitten ansvarade för att organisera studenten och balen samt diverse event under vårt sista år på gymnasiet.

#### **Ideellt arbete i Pubpoolen**

Arbete som bartender på studentklubben Akademin, Jönköping

#### **Huvudfadder**

Ansvarade för att nya studenter kände sig välkomna till sin nya studieort samt organisationen runt insparken, Jönköpings Tekniska Högskola

#### **Styrelsemedlem i HI TECH, Head of HI LIFE**

Ansvarade över den studiesocial kommittén HI LIFE som organiserar Kick Off och andra events.

#### **Innehar trafik tillstånd**

Tillstånd att föra yrkesmässig godstrafik på allmän väg.



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## Jacob Nilsson

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### Språk

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Svenska, modersmål

Engelska, flytande i tal och skrift

### Datorkunskaper

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Vana att jobba med Word, Excel och PowerPoint

### Körkort

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Innehar B-körkort

Innehar truckkörkort A, B, C7

Innehar traverskort



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### Internal Organizer

**MATILDA NILSSON: applying for Internal Organizer**

From my experience this previous year within HI TECH Event I can see myself as a suited leader of this group. My position as Headfadder gave me confidence within leadership, and we managed to win zero class of the year. I have also practiced leadership before working at a gym as an instructor. I have worked with many kinds of people, from young children to elderly people, from what I have learned to easily adapt my communication depending on the individual. I am very driven, and my main goal is to always make sure the students of JTH and JU has a great studentlife.





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## CV Matilda Nilsson

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**Name:** Matilda Nilsson

**Personal number:**

**Adress:**

**Phone:**

**E-mail:**



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## WORK EXPERIENCE

2020 - *Ongoing* Citygross, Jönköping. Employee in store, mainly cashier.

2017 - *Ongoing* Warehouse employee at IKEA CDC Torsvik. Drive 3 different types of trucks. Pick customer orders, unload trucks and handle damaged goods.

2016 Internship 3 weeks at Högalund's preschool. Took care of children aged 3-5 years.

2015 Worked 8 weeks at Kama Fritid's warehouse during summer vacation. Packed orders, sent mail, packed products in packages and handled automatic cranes.

2013 Internship at a preschool in Huskvarna for 2 weeks. Read books, changed diapers and made sure the children fell asleep in mid day. Internship at Planta Blommor for 2 weeks. Tie bouquets, prepare flowers for binding, help load and deliver, be part of funeral decorations.

2012 - 2019 Berga Träningsstudio, Tenhult. Sales at the reception, cleaned the gym's premises, telephone contact. Instructor in several different group sessions as well as children's groups aged 2-11 years. License in Funkykidz, Les Mills Bodystep, Les Mills Bodyattack.

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## EDUCATION

2019 - *Ongoing* New Media Design, Jönköping University  
2015-2017 Economy, Plusgymnasiet  
2014-2015 Economy and law, Sandagymnasiet  
2011-2014 Elementary school, Roselundsskolan  
2004-2011 Elementary school, Tenhultsskolan

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## OTHER MERITS

2020 HI TECH Event Vice. Headfadder for New Media Design - Zero class of the year.  
2019 Zero of the year.  
2017 A1, B1, B3 Truck driver's license.  
2016 B Drivers license

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## LANGUAGE

Swedish and English fluently. Understands some Spanish.

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## INTERESTS

I like to go for long walks with my dog, hang out with friends and organize events and hangouts at my spare time. Likes to travel a lot and has done so in both Europe and Asia. Work out at the gym.

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## PERSONAL CHARACTERISTICS

Social, curious and happy. Likes challenges and contributing with good service. Solves problems on my own. Good at leadership and resolving conflicts. Helpful, positive and open to hear the opinions of others. Find it easy to talk and listen.



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### **MOAATH ALDALATY: applying for Internal Organizer**

Hey!

In these motivational letter i'll try to emphasise what I'm capable to contribute for the Hitech!

As I've been on social media for quite long time, I've build my own base of followers from different part in our world. Therefore I've found the position as head of marketing would give the chance to improve myself even more within improving the Hitech! Having a clear goal could motivate me to my highest levels.

My life trip were quite exciting, I've been living in more than nine different countries. That helped me as well to build up a good understanding through different cultures meanwhile building an incredibly high levels of communication skills that requires high levels of flexibility as well.

I'm already a frequently speaker of three languages and aims even to have my fourth as soon as am able to. "Swedish, English,Arabic".

My freetime usually includes reading books , listening to bodcast and doing some workout. Basically I'm that type of person who definitely looks forward for improvements and changes.

I'm actually pretty convinced by the skills i got that would absolutely be so useful by bringing up them in Hitech!

With all my modesty.

Moaath aldalaty.



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## MOAATH ALDALATY

### PROFIL

Extremt motiverad att ständigt utveckla mina kunskaper och växa upp professionellt. Jag är övertygad om min förmåga att arbeta under tryck och multitasks. Plus förmågan att följa instruktionerna och leverera kvalitetsresultat.

### HOBBIES



### PERSONLIGHET

Tålmodig

Optimistisk

Punktlighet

Flexibelt

### FÖLJ MIG

 [Instagram.com/Moaazdalati](https://www.instagram.com/Moaazdalati)

 [Facebook.com/Moaazdallati](https://www.facebook.com/Moaazdallati)

### KONTAKTA



### ARBETSLIVERFARENHETER

- KUNDSERVICE** Souq.com  
2013–2014  
Aug.- Dec.
- KUNDSERVICE** Ooredoo  
2013–2014  
Jan.-juli.
- TELEFONFÖRSÄLJARE** Kems  
2011–2012  
Jan.-Aug.
- TELEFONFÖRSÄLJARE** Flex Fitness  
2010–2012  
Juni – Nov.
- BUTIKFÖRSÄLJARE** Ishop  
2010–2012  
Jan. – Maj
- BUTIKSMEDARBETARE** Willy:s  
2018–2018  
Apr. – Nov.
- BUTIKSMEDARBETARE** Systembolaget

### UTBILDNINGAR

- Grundskolan
- Gymnasiumskolan- Naturproramm.
- Aydin Univeristet- Industrial engineering. (1år)

### SPRÅK

SVENSK

ENGELSKA

ARABISKA

### KOMPETENS

Kommunikatio

Kreativ

Lagarbete

MS-Office

Organiserad



# Meeting minutes



HI TECH

Fall Biannual meeting 2020-11-10

## **SWEZIN YU: applying for Internal Organizer**

Hi,

My name is Swezin Yu, 24 years old from Tibro. I just started my bachelor degree in Industrial Engineering and management, specialisation in Sustainable Supply Chain Management at Jönköping University.

My interest in Engineering started right after I started working at Volvo Powertain. As an assembler, it was my job to be a good team player and make sure that my colleagues are getting the right supplies or put the engine together in the right way, and of course just in time. Being organized, have things well- planned and structured has been my number one priority since I took care of 4 kids as an Au Pair in the states.

These are the reasons why I would describe myself as an outgoing, organized, and energized person.

Besides the studies, I would love to contribute to the student community and make sure that the students get a great experience at Jönköping University.

I love new challenges, and I am certain that this will be a great experience Because we will get to know new people, working together in teams, facing difficulties, and solving problems together.

Thank you for taking the time to review my application. Looking forward to hearing from you.

Yours sincerely,  
Swezin Yu



# Meeting minutes



HI TECH

Fall Biannual meeting 2020-11-10



## SWEZIN YU

INDUSTRIAL ENGINEERING & MANAGEMENT

### PERSONAL STATEMENT

Well-presented, highly outgoing, and hard-working person with a positive outlook is how I would describe myself. Always looking for an adventure, big challenges, and learning new skills.

### EDUCATION

**Economics, Business Administration Program** - Upper Secondary School Fagelviksgymnasiet - Tibro, Sweden  
2012 - 2015

**Business Communication** - Georgetown University (Washington D.C)  
Aug 2016 - Nov 2016

**Bachelor's degree – Industrial Engineering and Management specialization Sustainable Supply Chain Management** – Jönköping University  
2020-2023.

### PROFESSIONAL EXPERIENCE

**Nursing assistant, Allégarden Nursing home** – Tibro, Sweden  
Aug 2014 - Dec 2015  
(Holiday cover & Part-time)

**Accountant – Board of High School Student Association** – Tibro, Sweden  
2013-2014  
(Elevkår)

**Waitress & Receptionist, Restaurant & Hotel Idas brygga** - Karlsborg, Sweden  
Juni 2015 - Dec 2015  
(Fixed-term & Part-time)

**Substitute teacher, Snickargarden Pre-school** - Tibro, Sweden  
Aug 2015 - Jan 2016

**Au Pair, Cultural Care Au Pair** - USA  
Jan 2016 - Jan 2017

**Volvo Group Trucks Operations** - Skovde, Sweden  
May 2017 – Still employed.

**ICA Maxi** – Jönköping, Sweden  
Sep 2020 -  
(Part-time)

### CONTACT



SWEZIN

### Linguistic Skills

- Swedish – Native speaker
- English – Fluent
- Burmese – Native speaker

### Information

Date of birth – 1996-05-01  
Adress – Kungsgatan 9A,  
Jönköping



# Meeting minutes



## HI TECH

Fall Biannual meeting 2020-11-10

### Head of Affairs

#### **SWEZIN YU: applying for Head of Affairs**

Hi,

My name is Swezin Yu, 24 years old from Tibro. I just started my bachelor degree in Industrial Engineering and management, specialisation in Sustainable Supply Chain Management at Jönköping University.

My interest in Engineering started right after I started working at Volvo Powertain. As an assembler, it was my job to be a good team player and make sure that my colleagues are getting the right supplies or put the engine together in the right way, and of course just in time. Being organized, have things well- planned and structured has been my number one priority since I took care of 4 kids as an Au Pair in the states.

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I love new challenges, and I am certain that this will be a great experience Because we will get to know new people, working together in teams, facing difficulties, and solving problems together.

Thank you for taking the time to review my application. Looking forward to hearing from you.

Yours sincerely,  
Swezin Yu

***See previous attached CV for Swezin Yu.***



# Meeting minutes



HI TECH

Fall Biannual meeting 2020-11-10

Head of Communication

**ERICA LANG: applying for Head of Communication**

Hello!

My full application is in the attached PDF.

Best regards,  
Erica Lang





# Meeting minutes

HI TECH

Fall Biannual meeting 2020-11-10



## ERICA LANG

APPLICATION FOR HI TECH BOARD  
HEAD OF COMMUNICATION



### CONTACT



@ericalang

### TECH SKILLS

Adobe Photoshop 5 of 5

Adobe InDesign 5 of 5

Adobe Illustrator 4 of 5

Adobe Premiere Pro 3 of 5

Adobe After Effects 3 of 5

Final Cut Pro 4 of 5

HTML/CSS 3,5 of 5

Javascript 2 of 5

### EDUCATION

#### NEW MEDIA DESIGN

Jönköping Tekniska Högskola  
2019 -

#### SAMHÄLLSPROGRAMMET - MEDIA

Kungsmadskolan  
2013 - 2016

### WHO AM I?

I'm a curious, outgoing and ambitious woman that found my way to Jönköping University for some creative studies. Original Smälänning, from Växjö to be exact. I'm on my second year studying New Media Design on JTH and very happy with my choice of education. Although, I've been creating content since I was a kiddo, my time here in JKPG has been very giving and I broaden my skills every day.

When I'm not studying, I spend time with my friends. We make dinners, partying or going on trips. I'm not shy to bring my camera to capture these moments. On the side of school, I work as a Content Creator in Hi Tech Social on HI TECH. There my job is to run the Social medias of JTH. Mentioning before, I'm a fun and easy going person and a good addition for group dynamics.

### WHY SHOULD I BE A PART OF HI TECH BOARD?

I have been a part of HI TECH for almost a year and enjoyed it very much, so for me it's obvious to challenge myself and become a member of the new board. This time, as a team leader, I will be organising, cooperating and advancing my creative skills even more. Beside of graphic design knowledge, I have comprehensive skills regarding photography and editing in Adobe, also leadership and teamwork. You should choose me as a board member due to my strong will to learn and self development in new and old areas. The fact that I'm extroverted is giving me an advantage regarding communication and finding friends easily. Choosing me to your team mean that you'll have a board member who will be dedicated on her tasks and spoil you with love and laughter :)

### EXPERIENCE

#### SOCIAL MEDIA ORGANIZER

HI EDUCATION | SPRING 2020

Communicating information to students through social media.

#### CONTENT CREATOR

HI TECH SOCIAL | AUTUMN 2020 -

Creating Content for different student associations on JTH. Such as, Group/solo photographing, photo editing, planning instagram feed and publishing on social media. Publicity to sponsors.

# Meeting minutes



## HI TECH

Fall Biannual meeting 2020-11-10

### **MOAATH ALDALATY: applying for Head of Communication**

Hey!

In these motivational letter i'll try to emphasise what I'm capable to contribute for the Hitech! As I've been on social media for quite long time, I've build my own base of followers from different part in our world. Therefore I've found the position as head of marketing would give the chance to improve myself even more within improving the Hitech! Having a clear goal could motivate me to my highest levels.

My life trip were quite exciting, I've been living in more than nine different countries. That helped me as well to build up a good understanding through different cultures meanwhile building an incredibly high levels of communication skills that requires high levels of flexibility as well.

I'm already a frequently speaker of three languages and aims even to have my fourth as soon as am able to. "Swedish, English,Arabic".

My freetime usually includes reading books , listening to bodcast and doing some workout.

Basically I'm that type of person who definitely looks forward for improvements and changes.

I'm actually pretty convinced by the skills i got that would absolutely be so useful by bringing up them in Hitech!

With all my modesty.

Moaath aldalaty.

***See previous attached CV for Moaath Aldalaty.***



# Meeting minutes



HI TECH

Fall Biannual meeting 2020-11-10

## Vote count

|        |                       |    |                           |
|--------|-----------------------|----|---------------------------|
| Number | Name                  | 41 | Daria Lewandowska         |
|        | Sara Hooton           | 42 | Marcus Kälid              |
| A      | Erika Falk            | 43 | David Westberg            |
| B      | Catherine Quassdorf   | 44 | Simon Fadahunsi           |
| 1      | Murtadha Al-Shammari  | 45 | Amanda Warefelr           |
| 2      | Josefin Heinevik      | 46 | Moaath Aldalaty           |
| 3      | Valeria Fernández     | 47 | Angela Ye                 |
| 4      | Elin Emanuelsson      | 48 | Daniela Soto Betancourt   |
| 5      | Emma Aasa             | 49 | Anna Berntsson            |
| 6      | Elianne Mae Genterory | 50 | Emma Bodemark             |
| 7      | Hoahhna Lindström     | 51 | Sarah Kohl                |
| 8      | Philip Norrbrink      | 52 | Harald Johansson          |
| 9      | Sebastian Leo         | 53 | Casper Dahlström          |
| 10     | Sandra Obradovic      | 54 | Olivia Ullman             |
| 11     | Pontus Schavon        | 55 | Simon Ross                |
| 12     | Andreas Johansson     | 56 | Olle Hellberg             |
| 13     | Joakim Ekholm Lodahl  | 57 | Mathilda Ericsson         |
| 14     | Casja Liedberg        | 58 | Elin Carlsson             |
| 15     | Swezin Yu             | 59 | Marcus Wårhag             |
| 16     | Zhicheng Han          | 60 | Dennis Hansson            |
| 17     | Felicia Borg          | 61 | Naomi Petricioiu          |
| 18     | Jacob Nilsson         | 62 | Ludwig Grönback           |
| 19     | Lisa Öhrström         | 63 | Max Holmberg              |
| 20     | Simon Forzelius       | 64 | Tom Gülenman              |
| 21     | Emelie Helberg        | 65 | Charlotte Sporrang        |
| 22     | Rikard Månsson        | 66 | Baptiste Desfonds         |
| 23     | Patrik                | 67 | Elias Helander            |
| 24     | Matilda Nilsson       | 68 | Julia Samuelsson          |
| 25     | Vilma Erlandsson      | 69 | Lucas Nylander            |
| 26     | Simon                 | 70 | Robin Härnborg            |
| 27     | Louise Albo Zieme     | 71 | Jacqueline Wider          |
| 28     | Erica Lang            | 72 | Albin Augustsson          |
| 29     |                       | 73 | Lucas Henriksson          |
| 30     | Philip Djup           | 74 | Oskar Palmqvist           |
| 31     | Emma Härle            | 75 | Kira Quecedo Requena      |
| 32     | Anton Bengtsson       | 76 | Johan Christensen         |
| 33     | Patrick Laihinen      | 77 | Adrian Pålsson            |
| 34     | Villiam Olander       | 78 | Pia Steneryd              |
| 35     | Christoffer Karlsson  | 79 | Nina Boksjö               |
| 36     | Erik Elfverson        | 80 | Karolina Grundel Sörenson |
| 37     | Pontus Albäck         | 81 | Oscar Mattus              |
| 38     | Adina Valjakka        | 82 | Fanny Jernestål           |
| 39     | Olle Rosberg          |    |                           |
| 40     | Elin Andersson        |    |                           |



# Meeting minutes



HI TECH

Fall Biannual meeting 2020-11-10

A handwritten signature in blue ink, appearing to read 'Josefin Heinevik'.

Josefin Heinevik  
Internal Organizer

A handwritten signature in blue ink, appearing to read 'Sara Hooton'.

Sara Hooton  
Chairperson

A handwritten signature in blue ink, appearing to read 'Murtadha Al-Shammari'.

Murtadha Al-Shammari  
Adjuster

A handwritten signature in blue ink, appearing to read 'Valeria Fernández'.

Valeria Fernández  
Adjuster



# Verifikat

Transaktion 09222115557438048761

## Dokument

HI TECH FALL Biannual meeting minutes 2020  
Huvuddokument  
68 sidor  
*Startades 2020-11-20 14:51:22 CET (+0100) av Josefin Heinevik (JH)*  
*Färdigställt 2020-11-25 10:26:55 CET (+0100)*

## Signerande parter

Josefin Heinevik (JH)  
HI TECH  
*organizer.hitech@js.ju.se*  
+46793377230



*Signerade 2020-11-24 14:08:23 CET (+0100)*

Valeria Fernandez (VF)  
*feva19tp@student.ju.se*



*Signerade 2020-11-22 20:23:16 CET (+0100)*

Murtadha Al-Shammari (MA)  
*almu18uk@student.ju.se*



*Signerade 2020-11-23 11:33:45 CET (+0100)*

Sara Hooton (SH)  
*president.jsa@js.ju.se*



*Signerade 2020-11-25 10:26:55 CET (+0100)*

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