**Protocol for Pareto Board Meeting**

Monday 3rd Febuary 2016

1. **Meeting Formalities**

Agenda and summoning of the meeting were approved. Corey Hart as Secretary. Sebastian Larsson and Karen Demski appointed as adjusters of the protocol.

1. **Recap of previous meeting**

Corey read out the highlights from last meeting’s protocol.

1. **Next Meeting**

Next meeting will be decided at the Annual Meeting.

1. **Calendar**

Corey presented the calendar of events for the upcoming semester and instructed all board members on how to use and make changes to this calendar.

1. **Table Round**
* Calle
	+ Held discussion about the results from the course evaluations from previous semester with program co-ordinators.
	+ All members can see this report on the drop-box.
	+ Teachers were happy with the structure of the questionnaire and stressed that Pareto can structure the questionnaire how they want. They appreciate that the Pareto questionnaire is different in structure to the department questionnaire.
	+ Emphasized issue of exam information not being held in English.
	+ Teachers raised issue of exchange program and how they have cancelled the Sienna exchange.
	+ Teachers would like to see Pareto organise an event which would inform 1st year students about third semester courses.
* Ghezal
	+ Meeting with Per on Friday to discuss plans and expectations for alumni event.
* Lillit
	+ Case competition on 23rd February at 13:15.
	+ Sebastian to upload reminder information.
	+ Lillit to talk with Fabian about a fika budget.
* Anna
	+ Study visit went well, Sebastian to write a short summary to upload to the website.
	+ Teachers to organise another study visit for this semester.
1. **Alumni Event**
* Date has been decided for the 14th April with invitations going out one month before the event. Teachers have offered to pay for the transport of alumni.
1. **Meeting Closed**

Protocol adjusted and approved:

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Sebastian Larsson, Board Member Date

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Karen Demski, Board Member Date