



Interim 2008 minutes : January, 23rd to 26th 2008

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Attendance

Were present during the whole meeting :

Sylvain Dupire – President
Kristi Parro – Vice President
Kate Lancaster – Treasurer
Pille Aasamets – Councillor
Michelle Freeman – Councillor
Henk Eshuis– Head of web commission
Sofie Blanchart – Head of Exchange Program commission
Nico Wittman – Head of Promotion & Publication commission
Nico Dolidon – Member of Language commission
Carolyn Grabner – Member of LC Tharandt

Was present on Thursday, January 24th and Friday, January 25th :

Joseph Schulte – Executive secretary

Wednesday 23/01/2008

Session 1 : Officials Reports

Summary of main problems encountered

Sylvain

- Locomo has not completed changeover of emails, so significant time lost with emails being sent to the wrong people
- Difficulty sourcing money for travel to meetings
- Although contact with IUFRO LO's has been good, contact with CFA and EFI LO has been bad
- Although the development of IFSA in Latin America has improved, there is still no progress in developing IFSA in Africa
- Was unable to attend IFISO due to transport strike in France

Kristi

- Communication problems
 - Report deadlines not respected
 - Many LC email addresses are not working, preventing contact
- Lack of time, especially to work on yahoogroups and documents

Kate

- Lack of time
- Communication from LC's in regards to membership fee payment. Several have made contact, but many still haven't
- Learning the accounting program through internet contact only with previous treasurer

Council

- Periods of time with one or more councillors out of office
- Lost contact with Fundraising commission and some RR's

- Questions about how to deal with LC's who were expelled from IFSA wanting to return
- Council@ifsa.net email not working

Exchange Program Commission – Sofie

- EP only has positions in Europe and South America. Contacts needed for other regions
- Need contact with LO's to develop more programs
- Responses from people interested in joining programs often comes too late
- Uncertainty about how individuals pay for the placements

Language Commission – Nico Dolidon

- Communication difficulties and delayed responses to emails
- Need more work to do

Publications and Promotions Commission – Nico Whittman

- 2nd commission head gone and lack of contact with other commissioners
- No contacts outside those already known so difficult to source articles
- Deadlines often not respected by people sending articles
- Lack of sponsors

Web Commission - Henk

- Communication and responses to emails
- Lack of time
- Website not owned by IFSA so important changes not made
- Work done on putting IFSA onto information website, GFIS, but this not working

Summary of possible solutions to the problems

Communication

- People need to set their own goals and adhere to them
- Emails should be sent to one specific person and cc:'d to others (yahoogroups often too general)
- Send a reminder email if no response to ensure original received
- Have a clear email title, and open email with a bullet point summary
- Make deadlines for answering emails
- Add a mobile phone contact in letters and emails
- A „map“ needed on how to use yahoogroups
- Hold a session on yahoogroups to clarify it and make guidelines at IFSS
- Encourage LC members who understand the system to teach others
- Get internet forum up and running
- Have skype and msn contact details available for all officials and LC's if possible and make better use of these
- Ensure each LC has a particular contact person
- Improve personal communication:
 - Create automated response when out of office
 - Let others know in advance about absences and provide someone else to be contact person

Time

- When emails are received at least send an immediate response confirming you have received the email and that you will deal with it soon if you can't do it immediately

- Send emails to commissioners to confirm that they still want to be active, if no response, remove them
- Set priorities
- Update your goals after IFSS when you have a better idea of the job
- Explain the role and work in commissions better during IFSS

Money

- Update LC contact details for payment of membership fees
- Contact universities to offer advertisement opportunities
- Create a letter outlining benefits of advertising and costs involved (advertising package)
- Mention sponsors and attach their logos to all IFSA materials and reports
- Upload all reports made about IFSS and make available to sponsors
- Use all regional meetings as an opportunity to collect membership fees

Information

- Collaborate with other commissions when help is needed
- Advertise EP placements in IFSAnews
- Improve the presentation of IFSAnews on the web
- Inform everyone about the opportunity to use the language commission, especially for Spanish speakers
- Translated summaries of IFSAnews and other articles
- Translated „all about IFSA“ document
- Update IFSA flyers, posters and other important documents
- LC details updated through regional representatives (Council to send update forms to RR's)
- Use regional meetings as an opportunity to get updated LC information
- RR's and commission heads to chase up activity reports
- Reports need to be concise and direct

Web

- Change website host
- Make links better, especially to IFSA News
- Improve overall look of website

Session 2 : Website host and Forum

Henk introduced us to the options for a forum and a new website host

- Report written by Adrian regarding the IFSA forum is shown
 - Free software pHPBB3 suggested for development of Forum
- New host for website needed, choice between:
 - Infomaniak
 - Another (name unknown!)
 - Keurionline
- Need to consider IFSA's:
 - monthly traffic (100mb)
 - Disk space (approx. 100mb)

- Size of Forum (20mb?)
 - Keurionline is based in the Netherlands, so language may be a barrier (although probably not, as most Dutch people speak English!)
 - Keurionline M package is cheapest and has 300mb of disk space
 - 2 euros per month + 12 euros establishment = 36 euros per year
 - Henk will be available to deal with the dutch side of things
 - Sylvain spoke to Pieter through Skype to confirm the above thoughts and ideas

Sylvain: propose we choose keurionline as IFSA's new host
 Pille and Sofie: second

- Pieter will start work on changing host immediately

Session 3 : Yahoogroup Training

Kristi leads a session on the use of yahoogroups to help clarify some issues and concerns

Most of the problems were based on lack of personal knowledge about how the system works, rather than problems with the system

Further discussion:

- You can send emails through yahoogroups even if you are not a member of that group, however Kristi (vice president) may need to approve the message post
- Yahoogroups may be less important once the forum is running
- Nico Whittman shows an example of a working forum (www.egea.eu/entity)
- In a forum, anyone can sign up and the moderator must then accept them

Session 4 : IFSS

Debriefing on IFSS 2007

- Too much repetition in the things seen : always plantation and sawmills.
- It was unclear what people were going to do, from one activity to the next one they did not know the program, where they had to go. This makes everybody angry : people who don't know what's going to happen and organisers who have to scream a lot !
- Some people were there just for tourism and not enough involved in and interest by IFSA issues.
- Lack of representation of North American students (despite „money available“), as well as Latin American and African students (lack of money, lack of LCs)

About student presentations :

- a whole afternoon in one block is too long.
- different sessions with specific topics are a good idea (cf. IFSS 2006 in South America)

Next IFSS (Bulgaria 2008) : Overall Information

Place and dates : Bulgaria, from 3rd to 17th August 2008. Starts and ends in Sofia

Theme : Forests for future

(It is the same theme as that of the IUFRO World Progress 2010)

- There is going to be more trekking, more diversity in the presentations and activities
- Do IFSA 7 people have to make presentations ?
 - It's up to them. They can but do not have to.

General Assemblies

1st GA : Annual report

2nd : Finance – Election of IFSS 2010 host

3rd : Change in statutes – Vetting of new candidates – Proposal for new commissions

4th : Discharge of former officials – Election of new ones

5th : Statements by incoming and outgoing officials

During these GAs, it is important to speak about IFSA's problems → working groups

There has to be at least 48 hours (2 afternoons) between 4th and 5th GA, for a better change over (conclusions of last interim 2007 and of what has been done during IFSS 2007). This year, it means that the 4th GA should be on Tuesday or Wednesday.

Change over

Every official should arrive at IFSS with a prepared CD : all documents needed for the job, well organised. Specific for his/her successor

In particular it should be ensured that incoming councillors have already had experience in IFSA. How to check it ?

- during vetting, candidates should explain what experience they have.
- Former officials (council ? seven ?) would have the right and the duty to approve or not the candidates to the council.

→ to be add in the statutes :

- candidates for council have to have experience with IFSA
- how this can be checked
- who finally decides if there are suitable for the position or not.

Other points about IFSS

- Make the point clear who is an official (i.e. doesn't „count“ for his/her LC when he/she comes to IFSS)

→ Position that is required by statutes to submit reports. They are following positions :

- IFSA seven
 - regional representatives
 - heads of commissions
 - liaison officers
- A skype meeting has to be organised before IFSS with the 7 and the IFSS organisation committee.
 - Remind about the importance of reports written by and mostly for LCs

- Remind about the importance of the tombola for the developing fund
- Schedule should be on an excel-file → more efficient and clear

Preparing an IFSA strategy

Continuity of IFSA's actions : Sylvain explains some cases illustrating a big lack of continuity from one year to the next one in IFSA's actions (e.g. collaboration with EFI), and that this problem is something which has to be improved.

A good way to do that would be to create a document explaining a Strategy :

- established for 2 to 4 years. 3 could be good in order to correspond with the grant periods
- contents : main goals, sub-goals, ways to achieve them, deadlines and responsible bodies
- advantages :
 - better continuity,
 - better visibility towards other organisations/sponsors/students,
 - easier to evaluate the progress of the association,
 - easier for new officials to understand what they should do
- only a guideline, no details. It has to stay a STRATEGICAL document, and not a TACTICAL one.
- only for purposes which are visible and important for external organisations. No internal problems should be mentioned.

Session 5 : Finances

Budget and state of finances

- the membership fees of the last three years represent 11535 €. From this amount, 4240 € are still owed to IFSA.
- budget foresees to spend 5538 €. Until now, 262 € were spent. But IFSA News still has to be published, as well as other upcoming expenses.
- expected bank balance at IFSS 2008 : 3554,02 €
- 2 unidentified debits from the account occurred !! (resp. +/- 12 € and 24 €)
- EU grant could cover 80 % of IFSA's costs. Asked amount : 31740 €

Fundraising

- Money is going to be needed mainly for trips outside Europe and non-statutory meetings, as well as for the development fund.
- there is a lack of active people in the fundraising commission

Ideas to improve fundraising efficiency :

- create a document presenting different sponsoring formulas (logo in IFSA News, on the website, link to the homepage of the sponsor...)
- update the flyer to be sent to sponsors
- update the list of potential sponsors
- look for support of national development agencies eg. FAO, world bank
- find new commissioners for the fundraising commission

Thursday, 24/01/2008

Session 6 : Communication in IFSA

Improving communication

Kristi leads an interactive session on how to improve communication with officials, LC's, sponsors and partners

Ideas were categorised as below:

	<i>What is given by officials</i>	<i>What IFSA receives</i>	<i>Channels</i>
<i>Officials</i>	<ul style="list-style-type: none"> - Contacts - Dates - Documents - Motivation - Information 	<ul style="list-style-type: none"> - Network - Motivation 	<ul style="list-style-type: none"> - Email - Website (database, forum) - Personal skype and msn - Alumni - Yahoogroups - Personal phone - Skype phone
<i>LC's</i>	<ul style="list-style-type: none"> - Welcome - Action - IFSA positions - Advice and help 	<ul style="list-style-type: none"> - Money - Good promotion - Globality - Help and information - Sustainability - Feedback - Events 	<ul style="list-style-type: none"> - Email - Website (database, forum) - Personal skype and msn - Alumni - Yahoogroups - IFSA News - Personal phone
<i>Sponsors</i>	<ul style="list-style-type: none"> - Descriptions of IFSA - Advertising benefits - Close communication - Sustainability - Numbers - Trust 	<ul style="list-style-type: none"> - Money - Sustainability - Work - Events - Image 	<ul style="list-style-type: none"> - Email - Website - Personal skype and msn - IFSA News - Personal phone - Skype phone
<i>Partners</i>	<ul style="list-style-type: none"> - Descriptions of IFSA - Advertising benefits - Close communication - Sustainability - Numbers - Trust 	<ul style="list-style-type: none"> - Work - Events - Promotion - Experience - Image - Contacts 	<ul style="list-style-type: none"> - Email - Website - Personal skype and msn - IFSA News - Personal phone - Skype phone

Some more comments and discussion on ways to improve:

- Ensure contacts database is always updated
- Have regular skype meetings (1 per month?) and involve commissions
- Send a cover letter with issues of IFSA News to personalise it
- Use alumni expertise to gain experience
- A more reliable contact system is needed to enable sponsors/partners to contact IFSA when secretariat is out of office (IFSA skype account)

- Progress made by officials should be posted over the officials yahoo group to inform everyone

Improving communication through IFSA media:

- Improve the IFSA website, ie. Include more educational material, such as;
 - Feature stories and articles written by IFSA members
 - Articles about IFSA meetings
 - Any other articles or stories of interest to IFSA
- Publications and Promotions commission should organise and compile articles
- Post old IFSA News articles or summaries
- Attach sponsor logos to articles to attract more sponsors

Improving information on becoming a member:

It was agreed that the current information on the website in regards to how to become a member and who the contact people are (ie. IFSA's structure) is unclear. Henk will update the members page featuring a diagram of IFSA's structure and how information and contact should pass along, as well as include the following four links:

- Types of membership
- How to become a member
- Who to contact (including current pictures)
- Our current members

To do

- Sofie to contact alumni to help find more EP placements
- An IFSA skype account to be created for officials to use
- Council to update and edit LC lists and contact details
- Nico Dolidon to update sponsor lists and contact details
- Sylvain to update partners lists and contact details
- Kristi to update officials lists and contact details
- Kristi to send 'how to be an LC' form to LC's to help with update process
- **(All updating to be completed by the end of February)**
- Create IFSA News cover letter for LC's and partners
- Create 'Introduction to IFSA' letter to send to new members
- Kristi to update msn and skype contacts of all officials
- Kristi to hold one on one progress talks in skype/msn during February

Other notes

- Good records need to be kept on IFSA skype account ie. Who used it, how long for, who contacted
- Joseph is not the holder of the IFSA bank account (Pieter Van Midwoud still is). This needs changing so that Joseph can access the bank account in Fribourg
- The credit card machine is working in the secretariat
- Yahoo groups are having problems with spam

A discussion on sponsor letters and how to promote events was then held, and the following points were made:

- A sponsorship package needs to be available to send out to potential sponsors
- The letter to send about sponsorship options must be short and flashy, 2 pages max
- make this sponsorship letter available to LC's so they may use it and alter it for their own purposes to attract sponsors

- More information on sponsorship and fundraising needs to be included on the website

Ideas for IFSA activities

- Have a song competition during IFSS Bulgaria 2008
- Offer a prize for best article written for IFSANews
- Have a photo competition, winner appears on IFSANews cover
- Create a world IFSA day for all LC's to celebrate
 - Suggestion for first Thursday in December
 - Should be proposed at GA during IFSS

Kristi then presents a summary of the tips on how to make IFSA work easier and better for officials

Session 7 : Commissions

Each commission gives a short presentation about their activities (cf. 1st and 2nd Commission progress reports), followed by a general discussion on ways to improve:

Exchange Program- presented by Sofie

- EP could get involved in helping and encouraging LC's to organise and attend events
- More descriptions about the commission and upcoming events needed on Website
- Need more contacts from different sources; so far EP only active in Europe and Latin America
- Post placements in IFSANews
- Compile a letter about the possibility for placements and send to LC's
- Any LC's hosting a meeting should inform EP
- Create a presentation about current activities in the EP and placements available to present at IFSA meetings and promote EP
- EP to send emails to IFSAworld and regional lists to ask for help finding placements

Language Commission – presented by Nico Dolidon

- Could find 'occasional' members to help with one-off translations when there is a lot of work or when a particular language is needed
- Write letters to all mailing lists in all languages (ie. IFSA letters)
- Translate some important documents on the IFSA officials cd into different languages
- Have some parts of the website translated
- Send reminder to LC's about the possibility to use the Language Commission for translations
- Put info on website reminding people about opportunities to translate personal documents

During this presentation a skype conversation was also held with Mariafe, the other language head so she could have input

Web Commission – presented by Henk

- Problems with coordinating commission to get jobs done
- Need to find out about the copyright of the website and legal implications when we move to the new host
- Henk will continue in the web commission during the next term after IFSS Bulgaria to help with development of website with new host

Publications and Promotions – presented by Nico Whittman

- Bill for IFSANews layout was €1000. Kate was not properly informed on this
- LARM, SERM and NERM articles will appear in IFSANews volume 37
- Events calendar and EP flyers to be included in IFSANews
- 'What is IFSA' flyers to be translated into more different languages
- Possible theme of IFSANews 47: 'What is IFSA?'
- Try to involve new IFSA members in contributing to IFSANews

Fundraising Commission

- Commissioners not active, Geoff Roberts has taken responsibility
- Personal LC Fundraising contacts cannot be used for all of IFSA

Other notes

- Need to remind LC's about opportunities to use commissions and be active
- IFSAWorld may not be effective in communicating about this point, so send personal emails to each LC
- Time should be put aside at all IFSA meetings to promote commissions

Session 8 : Regions

Michelle and Pille start with an overview of all regions and what is happening there, based on the 1st and 2nd progress reports. Cf. these reports.

Then, everybody together tries to make a list of problems occurred by region and to give some solutions. The output is below :

Southern and Northern Africa

Main problems

- Bad internet access
- Lack of LCs
- Lack of communication
- Problem of mutual understanding

Some solutions

- To share e-mail contacts
- Attend Africa
- Create contact with people who know both occidental and african mentalities in order to help the mutual understanding
- Develop VCP opportunities

Latin America

There are new member universities and an agreement has been signed between IFSA and ALECIF (Latin American Association of Forest Sciences Students).

Sylvain will go there for 2 weeks, to speak about how to implement a good collaboration with ALECIF

→ Everything looks good for the future.

Main problems

- English is not well spoken

Some solutions

- The ALECIF-IFSA commission could be a spanish-speaking body

Asia

Main problems

- Big size of the region
- IFSA is seen as a “frightening”, distant organisation
- Problem of misunderstanding for new LCs who have to create there statutes

Some solutions

- Encouragements to RR and LCs
- Show that IFSA can be close to them (IFSS, meetings...)
- Send samples of statutes to show how they should look like

Otherwise, the region is dynamic and things seem to be going to work out.

Northern America

Main problems

- not very active
- need representatives
- “closed-minded” ?

Some solutions

- contact new universities
- provide info material

Oceania

Main problems

- people who got involved did it on an international level (Elspeth, Kate, Michelle)
→ nothing happens on the local scale

Some solutions

- this can change during IFSS, if the people who attend are motivated
- encourage New Zealand and Fiji

Southern Europe

Main problems

- contact with RR is bad

Some solutions

- Officials have to attend meetings

Northern Europe

Main problems

- Iceland is very interested but they have no money for these long trips
- 1 LC from UK have not payed membership for 3 years

Some solutions

- think about making Iceland benefit from the development fund ?

Despite of the problems listed in the progress reports, compared to other ones Northern Europe is not a very problematic region.

Session 9 : International Processes Commission

Overview of the different sub-commissions

- *UNFF: United Nations Forum on Forest*
- *UNFCCC: United Nations Framework Convention on Climate Change* meeting in Bali, Asia. Problems with the preparation of a presentation of IFSA's point of view. No report about the meeting yet.
- *CBD: Convention on Biological Diversity* Next meeting is in Bonn so it should be easy to find some students to go there. Susan is involved in the preparation of the meeting so it should be easy to have places for IFSA students. They have to prepare a paper about the involvement of IFSA in biodiversity issues.
- *MCPFE: Ministerial Conference on Protection of Forests in Europe*
- *UNCCD: United Nations Convention to Combat Desertification* Not many cooperation for the moment but they seem to be interested so there are opportunities.
- *FPEN: Forest Policy Education Network* an initiative of the IFSA alumni. The network can be a good tool to get more contacts for us.

The problems

- A lack of communication there are many opportunities but many IFSA members are not aware of those (not registered to mailing list).
- We need better organisation in the preparation of the delegates and the writing of the reports.

Proposed solutions

- Better communication through IFSA news, website (the information about how participate in the meeting should be improved).
- Improve the preparations
- Discussions with other YNGOs (like IAAS)
- Involvement with the FPEN
- Do surveys among the LC's. Maybe we could try to have a specific contact person for IP in each LC.
- Preparatory meetings eg. for the FAO meeting in 2009 there could be a preparatory meeting. This of course takes time and money...
- Give some information about IP in local meetings (NERM, SERM, ...)
- Get more involvement with the FPEN when the webpage is updated

Session 10: Partnerships

Professional partners

IUFRO: International Union of Forest Research Organizations

- Many advantages for us: great network, conferences, databases (GFIS), internships, young student's award...
- Overview of the meetings : the Canada meeting provides a good opportunity to try to involve North American students

EFI: European Forest Institute

- There are some problems with the liaison officer, no regular news, no progress report.
- Internship opportunities (probably one soon)
- We are taking part in the summer school

CFA: Commonwealth Forestry Association

- The LO is writing his master thesis but will be more active later.
- The contacts are quite good.

Other remarks

It would be great to have people representing these organisations in our meetings. Cecil Konijnendijk from EFI is coming to IFSS, maybe the other organisations will be represented too.

Other new or potential partners

IPFE: International Partnership for Forestry Education

- It's a newly created organisation which we are part of.
- We can be the link between them and the students (surveys,...)
- We have one chair in the steering committee.
- Sylvain had to cancel his participation in the Latin American workshops because of the big expenses that were required.

FAO: Food and Agriculture Organisation of United Nations

- We may have some good contacts due to Nicolas Dolidon who is going to write his master thesis at FAO headquarters.
- Our main objective is to attend the World Forest Congress in Argentina in 2009 so we need to assemble a good delegation

IUCN: World Conservation Union

- Not much has been done because of the lack of serious contact
- The next CBD meeting might be an opportunity to contact them since they will be there, Sylvain will try to contact them there
- A congress is organised in Barcelona this year which we will try to attend
- There might be possibilities for internship offers

WWF: World Wide Fund for Nature

- no contacts yet, needs to be discussed
- They have a memorandum of understanding with IUFRO so that is a good point
- It might be interesting to have an ecological point of view

- The problem of the association being politically involved might be a problem. We should probably be careful to put some limits to the cooperation, not to get politically involved ourselves.

Forest certification organisations:

- They contacted us, FSC proposes us to participate in their world Congress in autumn.
- We should not have any involvement directly with them because they are politically oriented and the different organisations are in competition.

Joseph proposed cooperation with a German preservation organisation which acts on a worldwide scale. He will try to find the details of this organisation and see if we contact them.

Student partners

IFISO: Informal Forum for International Students' Organizations

- Students from different domains
- Kristi is actively taking part in the organisation of the summer school. There should be 4 members of the board participating. For the moment Sylvain, Kristi and Michelle are candidates, Pille will see if she can come too.

ALECIF: Asociación Latinoamericana de Estudiantes en Ciencias Forestales

- The South American organisation of forestry students
- A new agreement has been signed between ALECIF and IFSA
- Opportunity for exchange of information and publications, to improve communication at a regional scale, improve mobility and share contacts
- The creation of a new commission to link IFSA and ALECIF will be discussed at LARM by Sylvain

IAAS: International Association of Students in Agricultural and Related Sciences

- There were good relations before which are not that good anymore
- Sylvain and Kristi are in good contact with IAAS current President and should meet her during the following six months
- It represents a good opportunity to share contacts and have a broader view including agricultural issues
- It would be interesting to have meetings together etc...

YEE: Youth and Environment in Europe

- Kristi has contacts and is waiting for news

TUNZA: Youth organisation of United Nations Environment Programme

- Was also mentioned by Kristi
- It's a students association which is part of UNEP and a UN program for environment. It is a possibility for us to get closer links with African countries
- They have a project of a "billion tree campaign" which we could get involved in

Saturday, 26/01/2008

Session 11: IFSA Strategy

We discussed the possibility of establishing a general strategy which would be valid for several years (probably three which is the duration of the long term EU grant). We based our discussion on the example of the IUFRO strategy.

- The strategy is meant to:
 - Define what we do in IFSA
 - Provide more continuity
 - Develop our position concerning different processes (climate change, sustainability)
- This strategy will need to be approved by the general assemblies during the next IFSS in Bulgaria
- It will be based on the already existing descriptions in the statutes
- In this strategy we should announce our general goals with a description and some propositions about how to achieve the goals
- The propositions should not be too restrictive so that the officials can adapt their own work to the situation
- The strategy proposal should be ready for IFSS in Bulgaria so that it can be approved there
- The document should be understandable for outside people
- We have to think about how to evaluate our progress
- The strategy can be assessed every year.
- There should be a summary in different languages in the beginning presenting the main goals and the sub goals
- The first draft should be sent to the LC's and officials to have their opinion which can be used to correct the strategy so that it's ready to be voted at the IFSS
- Kristi showed us an example of the strategy of CEHAPE (European action plan for children's health)

Preparation of the strategic document

Intensive discussions were held to decide on the most appropriate vision and mission for IFSA. Although no formal vote was made, everybody agreed with the following statements as the final versions:

IFSA's vision :

is the cooperation among forestry students to promote cultural understanding and to be considered internationally in the forestry world, working towards a sustainable future for our forests.

IFSA's mission :

Be a platform for forestry students to enrich formal education by encouraging a wider and more global perspective, collaboration with professional partners, and practical experiences. Through its network, IFSA supports the participation of youth in international forest and environmental policy as well as in decision making processes.

IFSA's Goals :

The formulation of the goals is not defined yet, but everybody agrees on following ideas :

Goal 1: Promote informal learning and contribute to the improvement of higher education

- identify education need there or there
- Work you can do with IFSA (All related to IFSA News, language, article on the website...)
- Enhance information available in IFSA (Website development)
- Better understanding of policy processes

Goal 2: Broaden forestry students horizon and represent youth through global processes

- Partnerships
- Events and cultural understanding
- More global representation (North America, Africa, Asia, Latin America)
- Internships...
- Represent the youth during international processes (related to forest)

Goal 3: Assure the sustainability of the association for the benefit of forestry students (organisation)

- Financial stability
- Web and IFSA News (tools)
- Continuity of IFSA's generations
- Something like "Keep the existing LC's and good relationship with existing partners"

Timeframe and plan for the creation of the strategy

Tasks	People responsible for the task	Deadline
Write the three main goals correctly and Set out the sub goals	Sylvain, Kristi, Michelle, Geoff Roberts, Pille, (Kate will participate if she has time)	February 11th
Explain and comment the sub-goals	Sylvain	February 18th
Give Sylvain an opinion on the document he made	Everybody who received it, mainly Kristi, Pille, Michelle, Geoff Roberts, Kate + other interested persons	February 22nd
To include modifications proposed	Sylvain coordinates, but does it in collaboration with the others above. At least one skype meeting has to be organised for this purpose	March, 1st
Set the steps to achieve the goals	Sylvain, Kristi, Pille, Michelle, Kate, Geoff Roberts	April, 1st
Finalise the strategic plan document contents	IFSA seven	April, 13th (end of IFSA 7 meeting in Nancy)

Session 12 : Corporate identity

„What is IFSA“ powerpoint presentation

- Sylvain shows a current presentation used to introduce IFSA (ppt).
- Pille shows another one, made by Susan last year.
- Both of them seem too long for an introductory presentation, to people who do not know IFSA.
- We take the first one and start to modify it.

The new presentation will have this structure :

WELCOME: Welcome slide, in order for the people to know what the presentation will be about : full name of IFSA, flags...

ATTRACT : A series of slides starting with the question “Would you like to ... ?” and then many things IFSA allows

EXPLAIN : Explanation on how IFSA allows all these things and what it is :

- Vision
- Mission tree : to be done by Michael Rivoire or Rémy Picavet before February, 10th, then sent to 7
- Structure : organigram to be done by Henk before February, 10th, then sent to 7

INVITE : Few slides showing that it is easy to become a member, to benefit from and to contribute to IFSA's activities :

- invitation to yahoogroups
- website
- IFSA news

Written documents for presenting IFSA

„All about IFSA document“

The current document is a big one, where there is almost “everything” about IFSA and its history.

Decision : we do not use it for external communication but update it in order to inform people within IFSA (who have precise questions (eg. mostly members, but also partners...))

Flyer

It has to be updated. The following headings on the flyer to be updated:

“Services”

- Nico Wittman will check and if necessary modify the part about IFSA News
- Henk will check and if necessary modify the part about Webpage
- Sofie will check and if necessary modify the part about Exchange Program
- Nico Dolidon will create a part on the Language Commission

“Activities”

- Kristi will update IFSS, regional meetings, NEIS, Forestry competitions
- Sylvain will update the part on participation in International Processes

“Partnerships”

- Sylvain will update this part. Do not forget student organisations

“FPEN”

- Sylvain will reduce it

“How to support”

- Kate will adapt it, add website, modify the paragraph about IFSA News
- Kate will add “How to become a member”

Deadline for all modifications on the flyer is February, 29th

Ralph, Nico Wittman and Henk will put everything together, make the layout.

Deadline : March, 15th

Send it to 7, who give their opinion and send it back for modifications

Final version has to be ready for the 7 meeting, April, 11th.

Unforeseen discussion : “IFSA and ERASMUS Mundus”

A network of 5 european universities would like to benefit from the Erasmus mundus system to make non-European students come to their universities.

A person of this network (of the university of Santiago de Compostela) asked IFSA, through Patience, to become associate member of this project. This would mean that IFSA would have to spread information about the studies possibilities, propose new candidates and evaluate the applications.

The point of view of interim participants is that :

- it can be interesting and it is one of the purposes of IFSA to help to link non-European students with these universities → OK for spreading the information
- but there are too few people AND IFSA has neither the competences nor the role to evaluate the applications.

This has to be cleared with the network of universities and explained to Patience, who would like IFSA to become a fully engaged associate member.

Sylvain sent a message to Patience the same evening, explaining the point of view of IFSA’s direction and will go on managing the discussions.

Session 14: Summary and closing of Interim

Kristi lead this session, with everybody running through their own lists of tasks to be done in the coming weeks. Direction ended the Interim by a warm thanks and an huge collective hug!