

ASFAP C.E Admin Meeting on Wednesday, 13 October 2021

The meeting started at 17:30 SAST; the conveners present were Jamal Mimouni (Algeria), Ndeye Arame Boye-Faye (Senegal) and Marie Clémentine Nibamureke (South Africa). Chidinma Sike (Nigeria) could not attend due to work obligation at the time.

Points discussed:

- 1. Letters of intent (LOI):** Our discussions revealed that we had confusions about the LOI content and who we should share the link with (the physics community or the wider community). We agreed that in order to get to the ASFAP vision, we need to reach the wider community; thus, we should share the link not only with the physics community but also with anyone else (students, lecturers, researchers, authorities) who is interested in improving/transforming the physics learning, teaching and research in Africa. We agreed to try and submit LOI ourselves.
- 2. The C.E WG scope:** Marie Clémentine reported that we did not get responses of the email we sent to the other ASFAP WG asking for collaboration and nomination of liaison officers between the different W.G and the C.E group. For now, we have only four conveners and 12 proposed topics. We plan to create 7 sub-groups but we need more people and input from other W.G on topics related to their research areas. Marie Clémentine will ask the Steering Committee to help with establishing the collaboration between W.G and the C.E group.
- 3. Monthly meetings planning:** We agreed on meeting monthly on every Wednesday of the second week at 15:30 SAST (CAT). Marie Clémentine will schedule a meeting calendar on the CERN website. Our next meeting date will be on 10 November 15:30 SAST (CAT).

Reminders: Marie Clémentine reminded the group about the coming important matter/events:

- 1) The Young Physics Group Survey – They need us to participate and share the survey the link to our students and physics communities.
- 2) ASFAP Meeting/discussion next Tuesday, 19 October – Only Marie Clémentine will be available to attend.

The meeting ended at 18:22 SAST