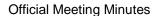
The Green Ambassador Program





Sustainability Office, St. Lucia

Environmental Council Meeting 6 – June 2020

Date/Time 23 June 2020

Duration 1hr

Venue Online Zoom Chairperson Notetaker

Fatima Sabdia Fatima Sabdia

Noted Attendees (look at attendance list):

Name Organisation

Jasmine Palmer Student – Student Resources Manager (SRM) Student - SDG Manager (SDGM) Lauren Tipping

Student – Events Planner (EP) Bora Aska

Lalith Kishore Sivakumar Student – Student Engagement Officer (SEO)

Fatima Sabdia Student - Secretary

Student/Staff - Green Programs Assistant **Emily Conn**

Sophia Rutter Alumni/Staff - UQ Unwrapped Cassidy Mogg Student/Staff - UQ Life

Noted Apologies:

Name Organisation

Erin Carroll Student - Social Media Manager (SMM) Christine McCov Staff – Green Staff Programs Representative Lachlan Green Student/Staff - UGU Environmental Collective Student/Staff - Goorie Berrimpa Officer UQU Zane Higgins

| Item | Description | Action & Who Due Date |
|------|--|--|
| 1. | Acknowledgement of traditional owners of the land | |
| 2. | Apologies & Previous Minutes | Unanimous approval from council |
| 3. | Unfinished Business | Padlet: |
| | Discuss Padlet submissions & overall visual representation | Bora suggested colours of SDG VR won't be ready for Sust. Week |
| | Code of Conduct approval from Council | Multi-coloured logo; we aren't just green |
| | | Code of Conduct |
| | | - Code of conduct approved |
| | | Council now responsible for upholding the code |
| 4. | Merchandise/Branding | Email signatures |
| | Items needed from the graphic design company | Facebook Banner |
| | | Poster for market day |
| | | Desk signs |
| | | Business cards |
| | | Important to make sure we don't have a logo (OMC Guidelines) |
| | | - T-shirts from sustainability office |

Memorandum



[Enter text]

5. Social Media

Update on posts and engagement Discuss concerns and/or improvements

General engagement minimal SDG posts going well; some interaction

Possibly share posts to our personal accounts

Regular Monday posting is well-received

6. Sustainability Week: Forum

Define explicit goals

Content update – go through shared document

Guest speakers – who to contact? How many?

Goal from Sust. Officers:

Anyone interested in sustainability can come through and get more information

Speakers:

- Ted Talk guests on campus; may potentially be open to contributing to the forum
- Can be listed beforehand; people can get to know who will be speaking and formulate questions in advance

Timeline/Content:

- Council approve on current timeline/content document
- Reducing to 2 speakers in second part (discussion)
- Too many speakers?
- Suggested to have keynote speaker, then UQ Sustainability Office, then one guest speaker at the end; will allow questions after each
- CM: keep other guest speakers in our pocket for another time

Council agree to limit the number of guest speakers in the discussion segment

Discussion

- Breakout rooms
- Icebreakers? Let group talk about what they're passionate about; group can pick one of those and flesh it out even more
- Webinar function might not allow breakout rooms
- Discussion section might have to be a separate event/zoom link

Council approve on structure of event

Key Speaker:

 Council approve to Dr Nina Hall as the key speaker



- How SDGs are relevant to us?
- What GAP is about?
- Secretary will create email template

GAP can

 Promote other avenues for UQ Sustainability for interested students

Lachlan will MC the event

Council agree to utilise the UQU's inhouse graphic designer to create promotional items for GAP events during Sustainability Week

Webinar

 GAP Zoom account? Not necessary unless we are uncomfortable using personal accounts

7. Sustainability Week: Scavenger Hunt

Brainstorm potential items for participants to find

Go through logistics – what's the best way to deliver the event?

Scavenger Hunt:

- Individual scavenger hunt
- Participants given countries (one developed, one developing) and we list the SDGs each country needs to achieve before 2030; then participants will be asked to find objects that represent

Pictionary

- People draw something; partner guesses what it is
- Breakout rooms?
- Divide people into 2 groups; one person (at random) draws something; shares it; people from that team

Council agreed to flesh out both of these ideas to determine logistics and the most

8. Next Meeting Details & Adjournment

Secretary will create a 'when to meet' poll to reorganise another day and time

Decide between SDG event options (Scavenger hunt or Pictionary) Update on progress for the Forum