

The Green Ambassador Program

Official Meeting Minutes – Environmental Council Meeting

Sustainability Office, St. Lucia

Environmental Council Meeting 13 – October 2020

Date/Time	8 October 2020	Chairperson	Fatima Sabdia
Duration	1hr; 11am start	Notetaker	Fatima Sabdia
Venue	Online Zoom		

Noted Attendees (look at attendance list):

Name	Organisation
Fatima Sabdia	Student – Secretary (S)
Lauren Tipping	Student – SDG Manager (SDGM)
Bora Aska	Student – Events Planner (EP)
Jasmine Palmer	Student – Student Resources Manager (SRM)
Jayana	Student – Social Media Manager
Emily Conn	Student/Staff – Green Programs Assistant (GPA)
Cassidy Mogg	Student/Staff – UQ Life (UQL)
Sophia Rutter	Alumni/Staff – UQ Unwrapped (UQUnw)

Noted Apologies:

Name	Organisation
Lalith Kishore Sivakumar	Student – Student Engagement Officer (SEO)
Lachlan Green	Student/Staff – UQU Environment Collective (UQUEC)
Christine McCoy	Staff – Green Staff Programs (GSP)

Item	Description	Action & Who	Due Date
1.	Acknowledgement to Country	Fatima acknowledged Traditional Owners of the land and paid respects to Elders past, present, and future	
2.	Apologies & Previous Minutes	Lalith, Lachlan, and Christine sent apologies	-
3.	Unfinished Business	Great attendance	-
	UQ Life movie night – how did event go?	Banners on display – great for promoting awareness of GAP	
	Discuss social media engagement prior	Social media contributions from GAP worked well for promoting event	
	Landcare group volunteering update	Landcare Volunteering 12 bushcare members to work with GAP 18 volunteers from GAP to add up to 30 people total – in keeping with COVID restrictions Masks not mandatory but gloves required for each individual (bring your own) Suitable clothing (long pants, hat, long sleeves, sunscreen) Landcare group needs to have numbers confirmed well before the event GAP to make event to register attendance	

		<p>Can create Eventbrite event to cap registrations (sent to Council first for signing up, remaining spots open to GAP/community)</p> <p>People can sign off on the day (to match up with Eventbrite list)</p> <p>Potential collaboration with GEMS</p> <ul style="list-style-type: none"> - GEMS might not be able to provide any further assistance than promotion - Official GAP event collaborating with external group means UQ Sustainability Office happy to fund morning tea - Council agrees to host event alone - Event to be held Sunday 25th October (7:30am to 10:30am) - Small bush walk post weeding, leading into morning tea 	
4.	<p>Asana Subtasks & Semester Activities</p> <p>Update on progress</p> <p>Newsletter and Annual Report article update</p>	<p>Annual Report article</p> <ul style="list-style-type: none"> - 2019 article about GAP that year - Recap about what's happened this year (first in person meeting, COVID, Council, events, etc) - Explain how the program has progressed and what's next? <p>Newsletter</p> <ul style="list-style-type: none"> - Can be whatever's most helpful to GAP - Include pictures or run competition during break - Let people know what's coming up next year - How to engage them over the summer break - Decide format and make sure it's accessible via Facebook 	-
5.	<p>Sustainability Award</p> <p>Update on meeting with Suzanne</p> <p>Discuss next steps</p>	<p>STARS – way that uni's measure environmental and sustainability measures</p> <p>Make sure Council is offered access to resources that normally wouldn't be offered</p> <p>Suzanne will inform Council of how UQ is addressing sustainability on campus</p> <p>Meeting pencilled in for Wednesday 21/10 afternoon (1-2pm or 2-3pm)</p> <p>Award</p> <p>100 volunteer hours over the whole degree</p> <p>Should club/society executive roles contribute to the award?</p> <p>Sub-activities:</p> <ul style="list-style-type: none"> - GAP related events 	-

Memorandum

		<ul style="list-style-type: none"> - being in the facebook group - 10 hours could be volunteering/participating with GAP - some volunteering hours can be outside of UQ; most to be on campus - SDG book club <p>Engagement hours instead of volunteering hours</p> <ul style="list-style-type: none"> - promoting networking - student representative with objective of integrating sustainability into whichever organisation <p>Active contribution to sustainability</p> <ul style="list-style-type: none"> - activities chosen means they're also gaining experience <p>Draft proposal to send to sustainability Office so their opinions can be taken into account</p> <p>Write it up as is on the employability award</p>	
6.	<p>Social Media</p> <p>Wildlife social media series update</p> <p>SDG Photo competition</p> <p>SDG Book Club</p>	<p>SDG Photo Comp</p> <ul style="list-style-type: none"> - decide when - rules for the competition - get execs to contribute - figure out how winner will be chosen <p>SDG Book Club</p> <ul style="list-style-type: none"> - held over the summer break? - discuss at later meetings - advertise in the Newsletter 	-
7.	<p>New Business</p> <p>Online/In-person engagement strategies</p> <p>End of year opportunities for Council members</p>	<p>Online engagement underway – SDG photo competition, SDG Book Club</p> <p>In person engagement not immediately necessary</p> <p>End of year opportunity</p> <ul style="list-style-type: none"> - within a UN situation (UN Australia, for each state there are groups to be part of) - access to resources <p>Student Recycling Hub</p> <ul style="list-style-type: none"> - intended to be collaboration with Sustainability Office & EC - Political standing of EC may be problematic so GAP can collaborate with Sustainability Office instead - Kingham room (near Red Room, under the stairs) 	-
8.	<p>Next Meeting Details & Adjournment</p>	<p>Council role changes – brainstorm when changeover should occur (end of this year, middle of Semester 1 next year, or middle of next year)</p>	
