

## The Green Ambassador Program

Official Meeting Minutes

Sustainability Office, St. Lucia

### Environmental Council Meeting 17 – January 2021

<b>Date/Time</b>	27 January 2021	<b>Chairperson</b>	Fatima Sabdia
<b>Duration</b>	1hr; 11AM start	<b>Notetaker</b>	Fatima Sabdia
<b>Venue</b>	Online Zoom		

#### Noted Attendees (look at attendance list):

Name	Organisation
Fatima Sabdia	Student – Secretary (S)
Jasmine Palmer	Student – Student Resources Manager (SRM)
Jayana	Student – Social Media Manager (SMM)
Bora Aska	Student – Events Planner (EP)
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
Lauren Tipping	Student – SDG Manager (SDGM)
Lalith Kishore Sivakumar	Student – Student Engagement Officer (SEO)
Christine McCoy	Staff – Green Staff Programs (GSP)

Item	Description	Action & Who	Due Date
1.	<b>Acknowledgement to Country</b>	Fatima acknowledged Traditional Owners of the land and paid respects to Elders past, present and future	-
2.	<b>Apologies &amp; Previous Minutes</b>	Apologies: Lauren, Lalith, and Christine	
3.	<b>O-Week Stall</b> Current plans for Sem 1 O-Week with the Sustainability Office	<p>GAP presence at the HASS, EAIT and BEL faculty expos</p> <ul style="list-style-type: none"> <li>- Cassidy will organise volunteers</li> </ul> <p>Free water bottles given to those who join GAP <u>or</u> like/follow Sustainability Office or GAP on Facebook or Instagram</p> <p>Potential hamper (e.g. Biome products, UQ voucher, etc) giveaway at the end of O-Week</p> <ul style="list-style-type: none"> <li>- Suggested photo competition to choose recipient</li> </ul> <p><b>Market Day</b> Joint stall with Sustainability Office</p> <ul style="list-style-type: none"> <li>- Separate stalls will make it difficult to explain what GAP is and its overlap with the Sustainability Office</li> </ul> <p>Further information to be provided by UQ Life (Cassidy) once event details are finalised</p>	

**Memorandum**

<p>4.</p>	<p><b>O-Week Events</b> Online Watch Party Pictionary Discuss job delegation and promotion planning</p>	<p>Online watch party – <b>7pm Thursday 18<sup>th</sup> February</b></p> <ul style="list-style-type: none"> <li>- Registrations and Zoom link delivered through Eventbrite</li> <li>- GAP to host discussion afterwards to promote SDGs and their integration into daily life</li> </ul> <p>Movie: <i>Climate Change - The Facts</i></p> <ul style="list-style-type: none"> <li>- Free on EduTV so licensing is not an issue</li> <li>- Approved to go ahead</li> </ul> <p>GAP collaboration with another UQ group with similar interests could lead to higher engagement</p> <p>Potential to change movie choice to one more in line with our collaborating club's ideals – e.g. Chasing Ice</p> <p>Council agrees to reach out to the UQ Marine Club for collaboration with Chasing Ice as the new movie choice</p> <p>Cassidy to confirm the change in movie choice; deadline for changes may have passed</p> <p>Task delegation posted on Asana</p> <p>Event bios will go in O-week website and then sustainability website (Cassidy already written)</p> <p><b>COVID Update</b></p> <ul style="list-style-type: none"> <li>- In-person events are allowed at the moment but online events offer more flexibility in the event restrictions change again</li> </ul> <p>Pictionary – <b>6pm to 7pm on Wednesday 24<sup>th</sup> February</b> Emily to confirm prize with Suzanne for the winner</p> <ul style="list-style-type: none"> <li>- Same as last year (Biome voucher)</li> </ul> <p><b>Sustainability Themed</b> Tasks: setting up Zoom link and brainstorming drawing prompts (Google drive); promote event, and allocate chat host (on the day)</p> <p>Option to play music leading into the event or to ask players to dress in theme to gain extra points</p> <p>Council agrees to add optional dress up competition where players can vote for the best dressed</p>	<p><b>Monday 1 February:</b> Eventbrite registration organised (<b>Cassidy</b>)</p> <p>Facebook events posted (<b>Emily</b>)</p> <p>Event design and content creation (<b>Jayana</b>)</p>
<p>5.</p>	<p><b>New Members</b> Ways to recruit new members to GAP during O-Week</p>	<p>Suggestions:</p> <ul style="list-style-type: none"> <li>- Jasmine and Jayana may be able to promote event as PASS leaders</li> <li>- Meet with club and societies' leaders</li> </ul>	

- Could get in touch with course coordinators of courses that relate to the SDGs and ask for promotion during introductory lectures
- Raise awareness that volunteering with GAP contributes to the employability award
- Organise another bush care event before semester starts
  - o Lauren may have gotten in touch with another group (TBA)
- Sustainability Office has access to Student Hub which we can use to engage with students and give the opportunity to volunteer with GAP
  - o Ad on student hub telling students to join our community to enhance their volunteering
    - Can also use this to promote the group before our council re-election
- Celebratory event held once we reach 300 members
- Promote when GAP takes over the recycling hub (another volunteering opportunity)

6. **Clean Up Australia Day**  
Collaboration with UQ Unwrapped

Clean Up Australia Day – **8am to 10am on Friday 5<sup>th</sup> March**

- Collaborating with handful of societies
- Find speaker for the end of the event
- Promote the event
- GAP will be added as a co-host of the event so we can post in there
- Going out in groups of 10 for COVID safety
  - o UQ volunteers to monitor/manage
- Jayana to organise posts in GAP and/or event page for promotion
- Sorting station to be set up as well

Recycling Hub

- Council agrees to take over the responsibility
- Operating guide has been developed
- Most will be partially managed by a P&F staff member but as much student involvement as possible is encouraged
- Students can volunteer to help out; all they have to do is join GAP facebook group
  - o Advertise on student hub
- Sophie to confirm when handover will be
  - o Probably at the start of semester
- Figure out how many people are needed when, do full bins get stored elsewhere or do they get emptied then and there
- Students will most likely empty the hub bins into larger bins elsewhere that will be emptied by the waste contractor
- Tasks going on Asana

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7. **Next Meeting Details & Adjournment** Organise practice run of watch party
- Brainstorm what to talk about in the discussion
- Poll to be sent out during O-week to decide when to host the next meeting
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