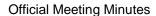
The Green Ambassador Program





Sustainability Office, St. Lucia

Environmental Council Meeting

Date/Time11 March 2021ChairpersonFatima SabdiaDuration1hr; 12PM startNotetakerFatima Sabdia

Venue Online Zoom

Noted Attendees (look at attendance list):

Name Organisation Jasmine Palmer Student – Student Resources Manager (SRM) Jayana Student - Social Media Manager (SMM) Lauren Tipping Student – SDG Manager (SDGM) Bora Aska Student – Event Planner (EP) Fatima Sabdia Student - Secretary (S) Student - UQU Environment Collective (UQUEC) Oula Shihan Student/Staff - Green Programs Assistant (GPA) **Emily Conn** Sophie Rutter Alumni/Staff – UQ Unwrapped

Noted Apologies:

NameOrganisationLalith Kishore SivakumarStudent – Student Engagement Officer (SEO)Cassidy MoggStudent/Staff – UQ Life

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	Apologies: Lalith and Cassidy	-
	Minutes	Council unanimously agrees to previous minutes	
3.	Unfinished Business	Elections	
	Council Elections SRI Conference Interest	 End of the year elections were the most popular poll option 	-
		Current Council may not all be able to commit to another full year	
		Council agrees to open nominations now for election period in the middle of Semester 1	
		Council will also be re-elected at the end of the year so subsequent Councils will have served for a full calendar year	
		Week 5: open nominations to GAP group	
		Position descriptions also to be posted	
		Nomination Period: 22 nd of March to 3-4 th April (Weeks 5 to 6)	
		Voting: 5 th April to 10-11 th April (during midsemester break)	

Memorandum



Elections: 12th April (Week 7)

Nominations open to all students (first years included)

GAP group also to be informed on current plan to re-elect Council members at the end of year

SRI Conference

UQ is hosting the event

Conference held during exams

Suzanne to facilitate Council member entry to the event

Council members may also be able to attend the UN Australia Sustainable Partnerships Forum (online) event

Forum held 19th April to 21st April 2021

Express interest to Emily

4. Wishlist for Semester 1

UQ Life is also interested to host another movie night

More interactive Facebook group posts e.g. Wildlife Wednesdays

Regular SDG posts to continue from Monday (15th March) in GAP group

Sustainability Facebook Page – Monday post regarding Council elections

Tuesday (16th March) – Jayana to make post about voting process in GAP group

SDG Photo Competition

- Week 4
- To replace Wildlife Wednesdays
- If social media calendar for GAP group is too full, the competition can be Instagram only

Bushcare Group

- Upcoming planting event with 15 GAP members able to attend
- Set to be held on the 28th of March
- Collette to send through photo taken at the last event

UQ Environment Collective

- Initial idea to host forum event showcasing Indigenous speakers on the front line against the Adani development
- Oula to update Council with upcoming calendar events that GAP could collaborate on



5.	Environment Forum	Emily to contact sustainability groups at other universities for collaboration on the Forum	-
		 Workload can be distributed evenly once confirmed 	
		Council to decide on a theme as soon as possible	
		Organisations with related interests can then be approached for collaboration	
		Council to look through task breakdown on Asana	
6.	Sustainability Award	Items to promote the award	-
	·	 Infographic to explain how the award process works 	
		- Digital brochure with necessary information	
		- Social media tiles	
		- Certificate template	
		- Signs/posters for display purposes	
		Jasmine to send item requests to Suzanne/Emily	
		Website design template on Drive	
		 set up similarly to the Employability Award webpage 	
7.	ACTS Promotion	ACTS is what we (tertiary institution) sit under in Australia and is our link to the American system for sustainability (STARS)	-
		Emily has drafted responses to their questions	
		Challenges in setting up GAP	
		 Initially unsure of structure of the program 	
		 Online delivery was a great way to start from the ground up 	
		Recommendations	
		 Start with base of super interested students that you can get input and buy in from to ensure success 	
		ACTS promotion of GAP published on their social media, website, and newsletter	
		Suzanne to answer remaining questions for ACTS when she returns from break (next week)	
		Once responses are finalised, Emily will reply to the email	
8.	Next Meeting Details &	25 March 2021 – Thursday	
	Adjournment	Create another poll to decide on time	
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