The Green Ambassador Program

Official Meeting Minutes

Environmental Council Meeting

Date/Time: 11 March 2021
Duration: 1hr; 12PM start
Venue: Online Zoom

Chairperson: Fatima Sabdia
Notetaker: Fatima Sabdia

Noted Attendees (look at attendance list):

<table>
<thead>
<tr>
<th>Name</th>
<th>Organisation</th>
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<tbody>
<tr>
<td>Jasmine Palmer</td>
<td>Student – Student Resources Manager (SRM)</td>
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<tr>
<td>Jayana</td>
<td>Student – Social Media Manager (SMM)</td>
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<tr>
<td>Lauren Tipping</td>
<td>Student – SDG Manager (SDGM)</td>
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<tr>
<td>Bora Aska</td>
<td>Student – Event Planner (EP)</td>
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<td>Fatima Sabdia</td>
<td>Student – Secretary (S)</td>
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<tr>
<td>Oula Shihan</td>
<td>Student – UQU Environment Collective (UQUEC)</td>
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<tr>
<td>Emily Conn</td>
<td>Student/Staff – Green Programs Assistant (GPA)</td>
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<tr>
<td>Sophie Rutter</td>
<td>Alumni/Staff – UQ Unwrapped</td>
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Noted Apologies:

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<th>Name</th>
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<tr>
<td>Lalith Kishore Sivakumar</td>
<td>Student – Student Engagement Officer (SEO)</td>
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<tr>
<td>Cassidy Mogg</td>
<td>Student/Staff – UQ Life</td>
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Item | Description                  | Action & Who                                                                 |
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<tr>
<td>1.</td>
<td>Acknowledgement to Country</td>
<td>Fatima acknowledged Traditional Owners of the land and paid respects to Elders past, present, and future</td>
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<td>2.</td>
<td>Apologies &amp; Previous Minutes</td>
<td>Apologies: Lalith and Cassidy Council unanimously agrees to previous minutes</td>
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<td>3.</td>
<td>Unfinished Business</td>
<td>Elections</td>
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<td>Council Elections</td>
<td>End of the year elections were the most popular poll option</td>
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<td>SRI Conference Interest</td>
<td>Current Council may not all be able to commit to another full year</td>
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<td>Council agrees to open nominations now for election period in the middle of Semester 1</td>
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<td>Council will also be re-elected at the end of the year so subsequent Councils will have served for a full calendar year</td>
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<td>Week 5: open nominations to GAP group</td>
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<td>Position descriptions also to be posted</td>
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<td>Nomination Period: 22nd of March to 3-4th April (Weeks 5 to 6)</td>
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<td>Voting: 5th April to 10-11th April (during mid-semester break)</td>
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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 & Adjournment**

- 25 March 2021 – Thursday
  - Create another poll to decide on time