

The Green Ambassador Program

Official Meeting Minutes

Sustainability Office, St. Lucia

Environmental Council Meeting

Date/Time	11 March 2021	Chairperson	Fatima Sabdia
Duration	1hr; 12PM start	Notetaker	Fatima 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)
Oula Shihan	Student – UQU Environment Collective (UQUEC)
Emily Conn	Student/Staff – Green Programs Assistant (GPA)
Sophie Rutter	Alumni/Staff – UQ Unwrapped

Noted Apologies:

Name	Organisation
Lalith Kishore Sivakumar	Student – Student Engagement Officer (SEO)
Cassidy Mogg	Student/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 Minutes	Apologies: Lalith and Cassidy Council unanimously agrees to previous minutes	-
3.	Unfinished Business Council Elections SRI Conference Interest	<p>Elections</p> <p>- End of the year elections were the most popular poll option</p> <p>Current Council may not all be able to commit to another full year</p> <p>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</p> <p>Week 5: open nominations to GAP group Position descriptions also to be posted</p> <p>Nomination Period: 22nd of March to 3-4th April (Weeks 5 to 6) Voting: 5th April to 10-11th April (during mid-semester break)</p>	-

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

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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
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5.	Environment Forum	<p>Emily to contact sustainability groups at other universities for collaboration on the Forum</p> <ul style="list-style-type: none"> - Workload can be distributed evenly once confirmed <p>Council to decide on a theme as soon as possible Organisations with related interests can then be approached for collaboration</p> <p>Council to look through task breakdown on Asana</p>	-
6.	Sustainability Award	<p>Items to promote the award</p> <ul style="list-style-type: none"> - Infographic to explain how the award process works - Digital brochure with necessary information - Social media tiles - Certificate template - Signs/posters for display purposes <p>Jasmine to send item requests to Suzanne/Emily</p> <p>Website design template on Drive</p> <ul style="list-style-type: none"> - set up similarly to the Employability Award webpage 	-
7.	ACTS Promotion	<p>ACTS is what we (tertiary institution) sit under in Australia and is our link to the American system for sustainability (STARS)</p> <p>Emily has drafted responses to their questions Challenges in setting up GAP</p> <ul style="list-style-type: none"> - Initially unsure of structure of the program - Online delivery was a great way to start from the ground up <p>Recommendations</p> <ul style="list-style-type: none"> - Start with base of super interested students that you can get input and buy in from to ensure success <p>ACTS promotion of GAP published on their social media, website, and newsletter</p> <p>Suzanne to answer remaining questions for ACTS when she returns from break (next week) Once responses are finalised, Emily will reply to the email</p>	-
8.	Next Meeting Details & Adjournment	<p>25 March 2021 – Thursday</p> <p>Create another poll to decide on time</p>	
