

# The Green Ambassador Program

Official Meeting Minutes

Sustainability Office, St. Lucia

## Environmental Council Meeting 21 – April 2021

<b>Date/Time</b>	8 April 2021	<b>Chairperson</b>	Emily Conn
<b>Duration</b>	1hr; 9:30AM start	<b>Notetaker</b>	Lauren Tipping
<b>Venue</b>	Room 471 Global Change Institute, UQ St Lucia		

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

Name	Organisation
Lauren Tipping	Student – SDG Manager
Jasmine Palmer	Student – Student Resources Manager
Lalith Kishore Sivakumar	Student – Student Engagement Officer
Jayana	Student – Social Media Manager
Emily Conn	Student/Staff – Green Programs Assistant
Cassidy Mogg	Student/Staff – UQ Life

### Noted Apologies:

Name	Organisation
Bora Aska	Student – Event Planner
Fatima Sabdia	Student – Secretary
Sophie Rutter	Staff/Alumni – UQ Unwrapped

Item	Description	Action & Who	Due Date
1.	<b>Acknowledgement to Country</b>		-
2.	<b>Apologies &amp; Previous Minutes</b>	Apologies: Bora, Fatima, Sophie Council unanimously approves previous minutes	-
3.	<b>Unfinished Business</b>	QCC Collaboration	-
	QCC Collaboration	- Keen for watch party collaboration - movie relevant to their campaign	
	Upcoming conference attendance	o Power up Queensland of National Parks campaign	
	Courses promoting SDGs	- In conjunction with World Environment Day 5 <sup>th</sup> of June	
	Sustainability Award	- Handover this initiative to the next Student Resources Manager	
		- Key is for the QCC to give some of their expertise to the event as well	
		o Eg on the policy currently in place, the implications of this etc.	
		Conference attendance	
		- Emily working on this	
		- Will be attending outside time as council member	
		- Attendees can give a rundown of conference back to council after attending	
		Courses promoting SDGs	

- Document on drive with all the courses we were told about from GAP community, as well as others SDG Manager added, their coordinator contact details, if contacted and when
- All identified Sem 1 course coordinators contacted
- Sem 2 courses on the list but not contacted

Sustainability Award

- Website text completed - Council members to give a final check to this text
- Quote returned from Bright Yellow for resources
- Waiting for approval from Sustainability office
- Should be launched this year

<p>4.     <b>Event Updates</b></p> <p>Upcoming bush care event (24<sup>th</sup> April)</p> <p>Earth Day online watch party</p> <p>Earth Day Summit (20<sup>th</sup> April)</p>	<p>Bush care event (24<sup>th</sup> April)</p> <ul style="list-style-type: none"> <li>- Emily will be contact for the day</li> <li>- Waiting to hear back from Collette about how many students can attend</li> <li>- Emily will organise Eventbrite and post next Monday</li> </ul> <p>Earth Day Watch Party (21<sup>st</sup> April)</p> <ul style="list-style-type: none"> <li>- Having some technical difficulties with sharing the documentary/film through zoom</li> <li>- We may be able to download the documentary to share through zoom without the copyright issues</li> <li>- New council member can introduce GAP at the beginning</li> <li>- Informal chat following the documentary</li> </ul> <p>Earth Day Summit (20<sup>th</sup> April)</p> <ul style="list-style-type: none"> <li>- Because of time difference, it won't be on our 20<sup>th</sup> of April</li> <li>- Cassidy still waiting to hear back from the Earth Day organisation hosting the event about getting access to view the session</li> <li>- Cassidy will keep council updated</li> </ul>	<p>-</p> <p>-</p>
<p>5.     <b>Development Courses</b></p> <p>Opportunities available to Council</p>	<ul style="list-style-type: none"> <li>- Sustainability office interested in providing some training for council members</li> <li>- Mental health first aid training               <ul style="list-style-type: none"> <li>o 12 hours</li> <li>o 5-7 hour e learning module</li> <li>o 2 x 2.5 hour sessions</li> <li>o Then you become an accredited mental health first aid person</li> </ul> </li> <li>- Also UQ Ally workshop               <ul style="list-style-type: none"> <li>o 6 hours</li> </ul> </li> <li>- Indigenous culture course               <ul style="list-style-type: none"> <li>o 10 modules all up with 10-12 hours</li> </ul> </li> </ul>	<p>-</p>

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		<ul style="list-style-type: none"> <li>○ Can get a certificate of completion from UQ indigenous unit if complete all 10</li> </ul> <p>Council members are interested in participating in this</p>	
6.	<b>GAP Member Feedback</b>	<p>Discuss asking GAP members for general feedback about the program</p> <ul style="list-style-type: none"> <li>- Council members to contribute possible questions for the survey to a document on google drive                             <ul style="list-style-type: none"> <li>○ Emily to put this document up</li> </ul> </li> <li>- Questions about participation, events that have been held, the community, what people would like more or less of etc.</li> </ul> <p>Outline questions for an anonymous survey</p> <ul style="list-style-type: none"> <li>- Council members to complete the survey before finishing roles</li> </ul>	-
7.	<b>Recycling Hub Management</b>	<ul style="list-style-type: none"> <li>- To discuss with the new council: if they would like to take over managing the hub or whether it will stay with current council members managing it</li> <li>- Some people are taking certain items from the hub - not considered a problem though</li> </ul>	-
8.	<b>Check for Council</b>	<p>Tasks to complete before new Council is elected:</p> <ul style="list-style-type: none"> <li>- Upload all documents and photos to Google Drive</li> <li>- Wrap up works in progress</li> <li>- Complete handover list                             <ul style="list-style-type: none"> <li>○ Council members can upload their handover list to the drive</li> <li>○ Just in our folder in the drive</li> </ul> </li> <li>- Send out Council Feedback Survey</li> </ul>	
9.	<b>Next Meeting Details &amp; Adjournment</b>	<ul style="list-style-type: none"> <li>- Will host a big meeting with new and old council after voting closes</li> <li>- Individual council members can organise 1 on 1 meetings with replacements</li> <li>- Next meeting in a fortnight</li> </ul>	

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