

The Green Ambassador Program

Official Meeting Minutes

Sustainability Office, St. Lucia

Environmental Council Meeting 21 – April 2021

Date/Time	8 April 2021	Chairperson	Emily Conn
Duration	1hr; 9:30AM start	Notetaker	Lauren Tipping
Venue	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.	Acknowledgement to Country		-
2.	Apologies & Previous Minutes	Apologies: Bora, Fatima, Sophie Council unanimously approves previous minutes	-
3.	Unfinished Business	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 th 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	

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

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