

**Date:** 23<sup>th</sup> June 2020

**Location:** Online – Microsoft Teams

**Minute Taker:** Cory Everdell

**Chair:** Aishwarya Singh

**Attendees:**

- |                        |                                      |
|------------------------|--------------------------------------|
| - Jasmin Gross         | Research Officer                     |
| - Aishwarya Singh      | Equity Officer                       |
| - Saira Khan           | Coursework Officer                   |
| - Omer Khan            | International Students Officer       |
| - Michael Carden       | GUPSA Support and Events Coordinator |
| - Cory Everdell        | Student Associations Manager         |
| - Chantelle Hollenbach | GUPSA Student Support Officer        |

**Apologies**

- |                   |                             |
|-------------------|-----------------------------|
| - Pratik Chanchad | Campus Coordination Officer |
|-------------------|-----------------------------|

**Meeting Commenced at 1.11pm**

**AGENDA ITEM 1: Acknowledgment to Country**

- Aishwarya made acknowledgement to country.

**AGENDA ITEM 2: Approval of Minutes last Meeting and Business arising (27<sup>th</sup> May 2020)**

- Motion: To approve the GUPSA Board meeting minutes from 27<sup>th</sup> May 2020 as being true and correct.
- **Moved: Jasmin, Seconded: Saira**
- **Carried**

**AGENDA ITEM 3: Items for Decision**

- **HSM Proposal 1: WIL Showcase**
  - o The board moved to defer this decision to the August board meeting agenda
- **HSM Proposal 2: Webinar Forums**
  - o Motion: To approve \$297 to support the ACHSM Webinar forums
    - Moved: Jasmin, Seconded Saira
    - Carried

**AGENDA ITEM 4: Items for Discussion**

- **Social Media Process**

- C.Everdell shared existing SRC social media process with the board
- S.Khan and J.Gross agreed that something similar is needed for GUPSA as there has been issues in the past. Also mentioned that in the past, putting board members names and positions into Social Media Facebook posts.
- When responding to comments, board members need to use their personal accounts, not as the page.
- **Grocery Voucher Bursary**
  - C. Everdell explained that there are a large number of Postgraduate students applying more than once for the Grocery Voucher Bursary
  - The board moved to close round 1 funding on 10<sup>th</sup> July and open round 2 on 13<sup>th</sup> July
- **Strategic Planning**
  - Create a strategic planning committee to work on strategic planning out of session and then report back to the board each meeting.
    - Jasmin, Saira, Omer & Aish volunteered to be on this committee
  - Board to look into strategic planning weekend to sit down as a team and plan – very effective for new board members.
  - Need to wait to hear back from Carol about funding for T2

#### **AGENDA ITEM 5: Staff/Board Member Reports**

- **Michael**
  - Editing workshop series has been rolling out
  - Student grievances coming through after exam results have been released (all coursework)
  - O-Week “Virtual Market Day” for GUPSA – Meet the GUPSA team
  - Discussion around sending out GUPSA welcome packs (virtual vs physically posting)
  - Holding more frequent GUPSA orientation sessions vs one big one
- **Chantelle**
  - Heading up the Vygo app implementation
    - Tutoring: has the list of courses ready to go. Tutors usually do first few sessions for free to build their ratings, then charge around \$30 per hour
    - Mentoring: has a list of skills that mentors can list that they can assist with
      - Mentoring to be a volunteer program only (GUPSA to not pay mentors)
  - Scavify – board want to partner with SRC/GCAP/Guild into sharing the cost of a Scavify subscription
- **Aish**
  - As per email attachment circulated before board meeting
- **Jasmin**
  - As per email attachment circulated before board meeting
- **Saira**
  - As per email attachment circulated before board meeting
    - Mentioned the one student body idea was discussed at the last CAPA board meeting. A large amount of other postgraduate student bodies advised against this as Griffith Postgrads will lose their voice.

#### **General Business**

- First Aid/Mental Health First Aid Courses
  - o GUPSA moved to collaborate with SRC to deliver First Aid and Mental Health First Aid Courses to postgraduate students.

**Next Meeting**

- Monday 20<sup>th</sup> July, 1pm – 3pm
- Chair – Aishwarya Singh

Meeting closed at 3.12pm

Signed \_\_\_\_\_ Date: