Griffith University Postgraduate Students Association
Board Meeting Minutes

Date: 20 February 2025

Location: N72_-1.18 & Microsoft Teams

Chair: Tracy Meehan

Attendees:

- Tracy Meehan	Online Officer
- Cassidy Winter	LGBTIQ+ Officer
- Wajiha Sarfraz	Research Officer
- Adel Abdelfattah	International Officer
- Nilay Sarker	Sustainability Officer

Observers

- Michael Carden	Support and Events Coordinator
- Chantelle Hollenbach	Student Associations Officer
- Cory Everdell	GUPSA Secretary

Apologies/Proxies

- Irene Leshore

Meeting Commenced at 1.01pm

Acknowledgment of Country

- Tracy gave acknowledgement of country.

Previous Minutes

- Motion: To approve the previous meeting minutes from 30 January 2025 as being true and correct.
    - Moved: Tracy
    - Seconded: Cassidy
    - Carried

Agenda Item 1: 2025 $5 Meal Tokens / Meal Deals

- Cory summarised the SRC's decision to change delivery of $5 tokens in 2025:

  - QCAD – not offering $5 tokens for food trucks at What's On Market Days and continuing with meal deals offered at external outlets
  - Nathan – not offering $5 tokens after week 1 of trimester 1 and organising lunch giveaways and BBQ's
  - Logan – introducing meal deal at Blackout Café
  - Mt Gravatt – introducing meal deal at M28 café
- Discussion held regarding vendors tracking undergrad and postgraduate numbers for meal deals at food outlets. Chantelle confirmed vendors ask students to identify their student status so the SRC & GUPSA can be charged accordingly.
- Motion: To approve changes to GUPSA $5 food tokens and meal deal delivery to match SRC offerings
  - Moved: Cassidy
  - Seconded: Tracy
  - Carried

Agenda Item 2: 2025 GUPSA Budget

- Cory presented the 2025 GUPSA budget and requested feedback from the board. Discussions were held regarding ideas for new events and board conference fees.
- Motion: To approve the 2025 GUPSA budget as presented.
  - Moved: Nilay
  - Seconded: Wajiha
  - Carried

Agenda Item 3: International Women's Day

- Irene was an apology for this meeting. The board suggested Cory, Michael and Chantelle reach out to Irene to discuss further.
- Actions: Cory to reach out to Irene for more information regarding GUPSA specific initiatives.

Agenda Item 4: 2025 GUPSA Market Day Stalls

- Michael summarised the o-week and week 1 GUPSA market day stalls. GUPSA merchandise will be given out from a separate stall at the Nathan events. Michael requested GUPSA board attendance where available
- O-Week
  - Nathan: Wednesday 26 Feb
  - Nathan: Thursday 27 Feb
- Week 1
  - Nathan: Tuesday 4th March
  - QCAD: Wednesday 5th March
- Action
  - GUPSA board members to complete form outlining their availability to attend stalls in o-week and week 1.

GUPSA
GRIFFITH UNIVERSITY POSTGRADUATE STUDENTS ASSOCIATION
Connect the future

Agenda Item 5: 2025 GUPSA Survey

- Chantelle summarised the 2025 GUPSA survey. Suggested timing of survey in week 6 to give postgraduate students a chance to participate in GUPSA services and activities before giving feedback. Chantelle requested approval of 5 x $50 vouchers for engagement for the GUPSA survey to encourage students to take part.
- Motion: To approve $250 for vouchers to be used as engagement for the 2025 GUPSA survey
    - Moved: Casssidy
    - Seconded: Tracy
    - Carried

Agenda Item 6: International Student Workshops

- Adel summarised the need for international students to be provided with workshops to give them a better understanding of life in Australia. Michael confirmed he has reached out to the Griffith International Office to request what is currently offered to students in this space and that it would be best to work in partnership with Griffith International on these.
- Cassidy suggested Adel attends the International Student Welcome and Orientation next week to see what's covered and how this compares with Adel's proposal for workshop inclusions.
- Action
    - Michael to continue to follow up with International Office and provide Adel with a summary once obtained.

General Business

- Sustainability Committee
    - Nilay attended first Sustainability Committee meeting and asked the board to provide feedback on any sustainability issues they identify on campus. Chantelle confirmed sustainability will be included as part of the 2025 GUPSA survey which will provide Nilay with student feedback to take back to committee meetings.
- Safe & Respectful Communities Expert Reference Group
    - Cory has been approached by the Safe & Respectful Communities Expert Reference Group who are requesting a postgraduate student representative for 2025. Cory has requested more information including meeting dates and terms of reference to provide board members.
    - Action
        - Cory to provide more information to the board once this has been obtained.

Next Meeting

- Thursday 20th March, 1pm.

Meeting closed at 2.13pm

Signed _____ Date: 3/04/2025