Griffith University Postgraduate Students Association

Board Meeting Minutes

Date: 30 January 2025

Location: N53_0.59 & Microsoft Teams

Chair: Tracy Meehan

Minute Taker: Cory Everdell

Attendees:

- Tracy Meehan	Online Officer
- Cassidy Winter	LGBTIQ+ Officer
- Wajiha Sarfraz	Research Officer
- Irene Leshore	Women's Officer
- Susan Teather	Disability 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

- No apologies or proxies were received

Meeting Commenced at 1.03pm

Acknowledgment of Country

- Tracy gave acknowledgement of country.

Previous Minutes

- Motion: To approve the previous meeting minutes from 21 November 2024 as being true and correct.
    - Moved: Cassidy
    - Seconded: Tracy
    - Carried

GUPSA
GRIFFITH UNIVERSITY POSTGRADUATE STUDENTS ASSOCIATION
Connect the future

Agenda Item 1: Wellbeing Webinar Proposal

- Michael introduced proposal for GUPSA to support 2 wellbeing workshops in 2025. GUPSA supported wellbeing workshop in late 2024 for Business HDR students run by Australian psychologist Desiree Dickerson who specialises in the wellbeing of HDR's. There was positive feedback from HDR students who attended the workshop in 2024.
- Discussion was held around the positive impact of including these workshops in GUPSA's offerings for 2025.
- Motion: To approve $2,200 for 2 wellbeing workshops to be run by GUPSA in 2025.
    - Moved: Tracy
    - Seconded: Cassidy
    - Carried
- Action: Michael to organise dates for T1 & T2 workshops, create Eventbrite pages and request marketing collateral be created.

Agenda Item 2: GUPSA Student Funding Request Form

- Chantelle outlined draft student funding request with the purpose of obtaining more information from students for the board to make an informed decision. Feedback from the board was positive - will provide more information for board members to understand the student proposal. Cassidy requested an alternate avenue for students to submit their proposals (such as emailing a PDF to the GUPSA email inbox) to give students options of how they would like to submit.
- Motion: To approve the GUPSA student funding proposal form.
    - Moved: Adel
    - Seconded: Tracy
    - Carried
- Action: Chantelle & Michael to update GUPSA website with information on new funding proposal process, including a PDF version of the form.

Agenda Item 3: GUPSA Board Vacancies

- Cory outlined current vacancies on the GUPSA board after the 2024 annual elections (Indigenous Officer, Communications Officer & Carers Officer) and shared proposed dates to fill these positions:
    - Notice email to students: Monday 10th March (week 2)
    - Nominations open: Monday 24th March – Friday 4th April
    - Board Interviews: Week beginning 7th April
    - Appointment: Friday 11th April (32 days after notice to students)
- Motion: To approve the 2025 GUPSA casual vacancy timeline as presented
    - Moved: Cassidy
    - Seconded: Adel
    - Carried
- Actions: Cory to request GUPSA marketing collateral ready for O-Week, and to engage the Indigenous Research Unit & GUMURRI to help advertise the Indigenous Officer position.

General Business

- Michael approached by Sustainability staff in relation to 2025 meetings.
    - Action: Michael to invite Nilay to meetings
- HIV Testing Vending Machines
    - Cory outlined a government funded project to install vending machines that dispense free HIV self-test kits on Australian university campuses in 2025/2026. Cory to provide more information to the board once initial meetings have occurred.
    - Action – Cory to follow up with Health, Counselling & Wellbeing to confirm if HIV testing is currently included in regular STI tests at Griffith clinics.

Next Meeting

- Thursday 20th February, 1pm.

Meeting closed at 1.45pm

Signed _____ Date: 24/02/2025