



Agenda

Central Committee Meeting #4 – Monday, 12th September 2022

Time : 17:00 PM

Venue : PAR-Old Geology-B25 (Theatre 2) & Zoom

1. Procedural Matters

- 1.1. Acknowledgement of Indigenous Owners
- 1.2. Official Welcome
- 1.3. Attendance
- 1.4. Apologies
- 1.5. Adoption of Agenda

2. Matters Arising from Previous Minutes

3. Confirmation of Previous Minutes

- 3.1. eCCM #1

4. Proposals

- 4.1. SWOTSNACC 2022 Proposal
- 4.2. International Hangout Proposal
- 4.3. International Queer Film Night Proposal
- 4.4. Exam Pack Giveaway Proposal

5. Reports

- 5.1. Food Adventure Report

6. Other Business

- 6.1. Promotion on UMSU Socials

7. Next Meeting



Unconfirmed Minutes

Emergency Central Committee Meeting #1 – Monday, 5th September 2022

Time : 17:00 PM

Venue : Zoom

1. Procedural Matters

1.1. Acknowledgement of Indigenous Owners

1.2. Official Welcome

1.3. Attendance

- Attendance – 23 / 27 Members

1.4. Apologies

Motion 1

Move that **Standing Orders** be adopted for **eCCM #1** at **5:05 PM**

Mover : Rio FIERIS

Seconded : Tarish KADAM

CARRIED without contention.

1.5. Adoption of Agenda

Motion 2

Move that the **Agenda for eCCM #1** be adopted at **5:07 PM**

Mover : Ella LEE

Seconded : Aurelia ISKANDAR

CARRIED without contention.

2. Matters Arising from Previous Minutes

3. Confirmation of Previous Minutes



Motion 3

Move that the **minutes of CCM #3 be accepted and confirmed as a true and accurate record.**

Mover : Christopher PRAWIRA

Seconded : Khanh Chi LEE

Motion Carried.

Motion 4

Move that the **Central Committee Bonding Camp Proposal** be accepted.

Mover : Richard HA

Seconded : Stephanie Daniella HARTONO

Motion Carried.

4. Other matters

Motion 5

Move that **Standing Orders** be suspended at **5:16PM**

Mover : Chiawei YU (Andy Iao)

Seconded : Robertus INDRADJAJA

Motion Carried.

Motion 6

Move that **eCCM #1** be adjourned at **5:16PM**

Mover : Jodis TJUNTORO

Seconded : Yee Hang Shea LAW

Motion Carried.

Prepared by,

Angeline Cassie GANILY
Secretary 2022/23
UMSU International



SWOTSNACC Proposal

Central Committee Meeting #4 - Monday, 12 September, 2022

1. Introduction

SWOTSNACC will be held over two days with the intention of providing conducive study spaces along with an assortment of snacks and refreshments to relieve international and local students of the pressures of finding a comfortable place to study for the duration of SWOT-VAC.

We will be ensuring the tasks of participating officers will be fairly low-commitment to account for the fact that all participating officers will have heavy study schedules for the duration of the event and will be limited to registration, setup/pack up of refreshments, etc.

2. Objectives

This event aims to provide conducive study spaces for students to study during SWOTVAC.

3. Event Details

Date : Tuesday, 25th October 2022 and Thursday, 27th October 2022) [Duration: 2 days]

Venue :

- PAR-Arts West North Wing-354
- PAR-Arts West North Wing-355
- PAR-Arts West North Wing-361

Number of Attendees : 40-50 students per day

Coordinators : Tarish Kadam

Manpower : 6 Committee Members and 12 ISAs

Budget : \$775

4. Event Overview

The event will simply involve students getting access to study spaces on campus to prepare for exams. To ensure that they can study well, we will make sure to keep the area quiet while also providing an assortment of refreshments for the students.

5. Event Timeline

Wk	Date	Activity	Descriptions	PIC
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#				
Pre-event Preparations				
8	12 September 2022	Proposal	Present the proposal at CCM	Tarish
8	12 September 2022	Room booking	Rooms at Art West have been booked	Tarish
11	10 October 2022	Allocation of ISAs/OBs	Getting ISAs from HR and OBs, setup for the time slots	Robertus
12	21 October 2022	Purchasing refreshments	Buying snacks and drinks	Tarish
Event Day (Repeat for 27 October)				
SV	25 October 2022	Setup	Bring snacks, drinks, dispensers, tables to arts west	Tarish
SV	25 October 2022	Study sessions	Give out food and drinks, study if nothing is happening	Tarish. Robertus
SV	25 October 2022	Feedback	Ask students to fill out feedback form	Robertus
SV	25 October 2022	Cleanup	Bring remaining snacks, drinks and also return dispenser to international lounge	Tarish
Post Event				
-	28 October 2022	ISA Hours	Send ISA hours to HR	Tarish
-	23 November 2022	Reimbursement	Reimburse money spent for snacks, drinks, etc.	Tarish
-	29 November 2022	Report	Complete Swotsnacc report	Tarish and Robertus

Pre-event

Purchasing snacks and drinks might be combined with purchasing goods for exam pack giveaway; this is not confirmed.

Event Flow

Time	Activity	Details
9.30 a.m. - 10.00 a.m.	Setup	Set up. First OBs/ISAs arrive with food and drinks. QR code and appliances are set up etc.

10.00 a.m. - 16.00 p.m.	Study sessions	<p>Study session commences.</p> <p>Notes:</p> <ul style="list-style-type: none"> • Students will be advised to converse minimally during the event. • If food or drinks run out it is the onus of the OB in charge to replenish them (this will be unlikely). • At 3.55 pm, OBs will signal the end of the event.
10.00 a.m. - 16.00 p.m.	Feedback	Ask participants throughout the event to fill in feedback form.
16.00 p.m. - 16.30 p.m.	Cleanup	<p>Pack up.</p> <ul style="list-style-type: none"> • Present OBs/ISAs will clear any remaining snacks and refreshments and return hot water dispensers to the lounge. • Wipe the tables used.

6. Budget

A total of **\$775** have been allocated for this event, with the breakdown as listed below:

Items	Quantity	Unit Cost (AUD)	Total Cost (AUD)
Snacks and drinks (estimated per person)	100	7	700
Transportation	1	25	25
Hand Sanitizers	6	5	30
Sanitary Wipes	2	10	20
TOTAL			775

7. Conclusion

This concludes our proposal for Swotsnacc 2022. Please do not hesitate to contact the Education Department should you have any queries.

Prepared by,

Tarish Kadam and Robertus Indradjaja
Education Department 2022/23
UMSU International



International Hangout Proposal

Central Committee Meeting #4 – Monday, 12th September 2022

1. Introduction

International Hangout is a publicity event held by Graduate and P&S departments for committee members and ISAs to engage with international students of the University of Melbourne. It is planned to serve donuts and coffees at 1888 Lawn West where graduate students often pass by.

2. Objectives

This event aims to:

- Send the message that UMSU International is actively reaching out to more graduate students and listen to their needs.
- Ask undergraduate students what they are looking forward to in graduate school for future reference as event ideas.

3. Event Details

Date	: Friday, 14 th October 2022 [11am - 5pm AEDT]
Venue	: 1888 Lawn West
Number of Attendees	: 300
Coordinators	: Andy YU and Richard HA
Manpower	: 3 Committee Members (Angeline Cassie GANILY, Jaqueline MARSHIELA, Alison TRAN) & 8 ISAs (excluding coordinators)
Budget	: \$4500

4. Event Overview

Coffee is served by the two baristas, so our main responsibilities are to serve donuts and crowd control. Crowd control is critical because the traffic at the venue is estimated to be busy, in the meantime we want as much feedback from participants as possible.

5. Event Timeline

Wk #	Date	Activity	Descriptions	PIC
Pre-event Preparations				
6	2nd September 2022	Contacting Food Suppliers	Contact donuts and coffee carts suppliers (The Cart Co)	Jaqueline Marshiela
7	6th September 2022	Venue Booking	Book 1888 Lawn West	Andy Yu
8	12th September 2022	Proposal	Present the proposal in CCM	Andy Yu
Event Day				
11	14th October 2022	International Hangout	Set up, crowd control, clean up	Andy Yu, Angeline Gamily, Jaqueline Marshiela, Richard Ha, Alison Tran

Event Day

Event Flow

Time	Activity	PIC
11:30 am - 1 pm	Set up	Andy YU, Richard HA
1 pm - 3pm	Distribute donuts and coffee	Andy YU, Richard HA
3 pm - 5 pm	Clean up	Andy YU, Richard HA

6. Budget

A total of **\$4500** have been allocated for this event, with the breakdown as listed below:

Items	Quantity	Total Cost (AUD)
Coffee cart + 2 Barista	Unlimited	2167.00
Donut wall	1	165.00
Donuts	300	1815.00
Power extension	1	30.00
Miscellaneous	N/A	323.00
TOTAL		4500.00

7. Conclusion

This concludes our proposal for the International Hangout Proposal 2022. Please do not hesitate to contact the Graduate Department should you have any queries.

Prepared by,

Andy Yu
Graduate Department 2022/23
UMSU International

Richard HA
Partnership & Sponsorship Department 2022/23
UMSU International



International Queer Film Night Proposal

Central Committee Meeting #4 – Monday 12th September 2022

1. Introduction

The UMSU International Welfare Department intends to promote a safer and a more inclusive environment for queer identifying international students and allies. We aim to achieve this through setting up a comfortable and welcoming environment through the International Queer Film Night event. This will be an outdoor event to maximize the ambience and increase participation. This event will also aim to raise awareness for this often underrepresented demographic of students.

2. Objectives

This event aims to:

- To support International students and target the specific demographic of International queer identifying POC, and allies, allowing them to feel a sense of community and safety
- To help international students make friends and develop meaningful bonds
- To showcase UMSU International as a community of friendly and supportive OBs and ISAs that understand the International student demographic

3. Event Details

Date	: Thursday 13th October (backup 14th October)
Venue	: In person, North Court outdoor screening (backup venue due to weather contingency: Forum Theatre, Arts West)
Number of Attendees	: 200 people
Coordinators	: Felice ALEXANDRA, Ojas CHOPRA, Elsa DAI
Manpower	: 5 OBs and 15 ISAs
Budget	: \$5000

4. Event Overview

200 participants in person will come on campus to watch a number of international queer films (2 full-length movies and a few short films). We will be providing a variety of refreshments including ice cream, cotton candy, popcorn, and some beverages for the event.

5. Event Timeline

Wk #	Date	Activity	Descriptions	PIC
Pre-event Preparations				
	7/8/22	Meeting	Discussing, Filling in proposal	Elsa DAI, Ojas CHOPRA, Felice ALEXANDRA
	10/8/22	Contact UMSU	Reach out to UMSU Queer department to make sure we are not having event overlaps	Elsa DAI
	29/8/22	Contact university	Contact the University to get event locations approved	Elsa DAI
	29/8/22	Contact AV Melbourne and get quotes	Reach out to AV Melbourne to ask for screening, projection, and sound system hire. Get a quote and book.	Felice ALEXANDRA
	20/9/22	Prepare logistics and decor	Logistics needs to be purchased from an approved vendor for snacks and decors	Ojas CHOPRA
	25/9/22	Create ticketing and registration	Ticketing will be done through TryBooking. Promotional material will be published.	Elsa DAI, Ojas CHOPRA, Felice ALEXANDRA
	2/9/22 - 8/9/22	Decor making	Decor making workshops with ISAs	Ojas CHOPRA, Felice ALEXANDRA
	10/9/22	Create feedback forms	Create feedback form surveys.	Elsa DAI, Ojas CHOPRA, Felice ALEXANDRA
Event Day				
	13/10/22	Set up	Set up decor, bean bags, popcorn machine, candy floss machine, and ice cream stand at the venue. Liaise with AV Melbourne to make sure the screening and sound system is working.	Elsa DAI, Ojas CHOPRA, Felice ALEXANDRA
	13/10/22	Movie Screenings	The variety of movies are screened for the participants	Elsa DAI, Ojas CHOPRA, Felice ALEXANDRA

Pre-event

- Instagram poll to get film suggestions
- Open ticketing and registrations (walk ins welcome)
- Emailing participants informing them about the location and time
- AV Melbourne set up on outdoor venue

Event Day

Event Flow

Time	Activity	Details	PIC
6PM - 7PM	ISAs and OBs come to set up	Putting beanbags and setting up decor in North Court	Felice Alexandra, Ojas Chopra
7PM-8PM	Short film screening	We will be screening a selection of short international queer films for the first hour	Felice Alexandra, Ojas Chopra
8PM-9:00PM	Full film #1	Screening of the first international queer film	Felice Alexandra, Ojas Chopra, Elsa Dai
9:00PM-11PM	Full film #2	Screening of the second international queer film	Felice Alexandra, Ojas Chopra, Elsa Dai
11PM-12AM	Pack up	Decorations are removed from the vicinity, rubbish is cleaned up.	Felice Alexandra, Ojas Chopra, Elsa Dai

- Throughout the event, a marquee will be set up with the popcorn machine, ice cream, beverages, and candy floss. To be able to get these snacks and beverages, all participants are encouraged to scan the QR code and fill out the feedback form.

6. Budget

A total of **\$5000** have been allocated for this event, with the breakdown as listed below:

Items	Quantity	Unit Cost (AUD)	Total Cost (AUD)
AV Melbourne	1	\$2500	2500.00
Popcorn Machine (includ. popcorn)	1	\$200	200.00



Candy Floss Machine (includ. sugar)	1	\$300	300.00
Ice cream	200	\$1.50	300.00
Beverages	300	\$1.50	450.00
Decor	1	\$600	600.00
Miscellaneous	N/A	\$650	650.00
TOTAL			5000.00

7. Conclusion

The Welfare department endeavors to provide support and enhance the sense of community for Queer identifying International students of the University of Melbourne. We recognise the importance of social and welfare support in a time where students feel largely disconnected, especially with 2022 being the first year physically on campus for many. We hope to provide an event targeting the specific demographic so that queer identifying international students and allies can meet new people and form meaningful connections to build their own support systems. We also hope that this event will be able to provide many insights and raise awareness towards the niche genre of films we are displaying.

This concludes our proposal for the International Queer Film Night 2022. Please do not hesitate to contact the Welfare Department should you have any queries.

Prepared by,

Ojas CHOPRA

Felice ALEXANDRA

Elsa DAI

Welfare Department 2022/23

UMSU International



Exam Pack Giveaway

Central Committee Meeting #4 – 12th September 2022

1. Introduction

Exam Pack Giveaway (EPG) is an event aimed to boost the morale and the overall well-being of Unimelb students before the stressful SWOTVAC and examination period. This event is open to all University of Melbourne students: which includes undergraduate, graduate, honours, study abroad and PhD students. Exam pack items will consist of necessities such as pens and notebooks as well as snacks to fuel the brain.

The Exam Pack Giveaway will be conducted in the same manner as the previous EPG, where items are displayed and students are allowed to collect one of each item that they want. We are highly encouraging all students to bring their own bag through our Facebook event information page. This will minimize the waste produced by students and also maximize our outreach as students do not need to collect items they do not want and reduce the amount of excessive bags owned by students.

2. Objectives

- To provide a platform for UMSU International to reach out to university students by promoting the services provided by UMSU International
- To motivate students by giving out freebies and enlightening their mood for exam preparation
- To boost the physical welfare of students by providing snacks and beverages

3. Event Details

Date	: Wednesday 19th October [10:00 AM - 15:00 PM]
Venue	: Deakin Court and South Court
Number of Attendees	: 600 students
Coordinators	: Elsa DAI, Ojas CHOPRA, Audrey CHEUNG, Shea LAW
Manpower	: 10 OBs & 20 ISAs
Budget	: \$6600



4. Budget

The total allocated budget for this event is \$6600

Items	Quantity	Unit Cost (AUD)	Total Cost (AUD)
Notebooks	600	\$1	600.00
Sticky Notes	600	\$0.5	300.00
Pen	600	\$1	600.00
Snacks	600	\$4	2400.00
Noodles	1200	\$1	1200.00
Highlighter	600	\$1	600.00
Coffee/Tea	600	\$0.5	300.00
Transport	2	\$50	100.00
Miscellaneous	N/A	\$500	500.00
TOTAL			6600.00

4. Event Timeline

We will be using Deakin Court and South Court as our main venues.

Wk #	Date	Activity	Descriptions	PIC
Pre-event Preparations				
4	Aug 20	Venue booking	Booked venue through CME info desk for Deakin Court and South Court	Shea LAW
7	Sept 7	Meeting	Write proposal and event planning	Elsa DAI
8/9	Sep 12-25	Stock check	Checking existing stock for items in the UMSU Intl lounge to reduce waste.	Audrey CHEUNG, Ojas CHOPRA
10	Oct 8/9	Logistics	Purchasing exam pack items	Ojas CHOPRA, Shea LAW



11	Oct 16	Feedback survey	Preparing the feedback survey for students to scan	Audrey CHEUNG, Elsa DAI
Event Day				
12	Oct 19	Exam Pack Giveaway	Event day	Shea LAW

Pre-event

- Bookings and walk in
- QR code to scan and fill out a form asking about the items students chose and a feedback at the end (to maintain a record of participants and the items given out).

Event Day

Event Flow

Time	Activity	Details	PIC
9:00AM-10:00AM	ISAs and OBs come to set up	2 x Marquee, tables, chairs, and banners	Elsa DAI, Ojas CHOPRA
10:00AM - 3:00PM	EPG	EPG will be occurring between 10am-3pm continuously at both locations. ISAs will be taking 1 hour slots (can take multiple shifts).	Shea LAW, Audrey CHEUNG, Ojas CHOPRA, Elsa DAI
3:00PM-4:00PM	Pack up	Clean up rubbish, returning equipment, and collecting leftover items and storing them.	Audrey CHEUNG, Shea LAW

6. Conclusion

The Welfare department understands the stressful examination period and empathizes with the struggles that students may go through during these hard times. We would like to provide support and connect with them through giving out exam packs to all Unimelb students. We hope to enhance students' well-being and prepare them for upcoming exams by providing necessities to students and boosting their mental strength.

This concludes our proposal for the Exam Pack Giveaway. Please do not hesitate to approach the Welfare Department for any enquiries or suggestions regarding this proposal.

Prepared by,

**Ojas CHOPRA
Audrey CHEUNG
Shea LAW
Elsa DAI**

**Welfare Department 2022/23
UMSU International**

Food Adventure Report

Central Committee Meeting #4 – Monday, 12th September 2022

1. Introduction

This report summarises the Food Adventure 2022, which covers the period of Saturday, 20 August, 2022. Food Adventure is an opportunity for students to explore the food culture in Melbourne, while at the same time allowing them to socialise and make new friends. Students will go to different restaurants with diverse cuisines to experience Melbourne's wide range of food.

2. Event Details

Date : Saturday, 20th August 2022 [(11AM - 4PM - Melbourne time)]

Venue : South Melbourne Market, South Yarra, Fitzroy

Number of Attendees : 150

Coordinators : Jodis TJUNTORO, Stephanie Daniella HARTONO

Manpower : 15 Committee Members & 23 ISAs (including coordinators which consists of 2 Committee Members)

Budget : \$4934.49

3. Event Overview

The students will be divided into 12 groups where each group will visit 4 restaurants at either South Melbourne Market, Fitzroy or South Yarra.

4. Event Timeline

Wk #	Date	Activity	Descriptions	PIC
Pre-event Preparations				
1	July 29, 2022	Researching restaurants	Finding a list of potential restaurants along each of the routes.	Jodis, Stephanie
2	August 2, 2022	ISA signups with HR department	Coordinating with HR department to set up ISA volunteer document	Jodis, Stephanie
2	August 5, 2022	Coordinate ticketing system	Coordinate with M&C for the ticketing system	Jodis, Stephanie
2	August 6, 2022	Coordinate design of promotion	Coordinating the design of the post/poster	Jodis, Stephanie

		material		
3	August 10, 2022	Contacting and visiting the restaurants	Visiting each of the restaurants to confirm menu and venues	Jodis, Stephanie
4	August 15, 2022	Allocating ISAs and OBs into groups	Allocating the OB & ISA volunteers to each of the groups	Jodis, Stephanie
4	August 16, 2022	Email participants to confirm attendance	Email the list of participants that have booked a ticket once ticketing has ended to brief them about the event	Jodis, Stephanie
4	August 16, 2022	Briefing OBs and ISAs	Brief both the ISAs and OBs on how the event on the day itself will flow, which restaurants they will go to and talk about their roles.	Jodis, Stephanie
Event Day				
4	August 20, 2022	Attendance	Take attendance of all OBs, ISAs, and participants	Jodis, Stephanie
4	August 20, 2022	Event	The event will take place from 11:00 AM - 4:00 PM	Jodis, Stephanie
Post Event				
4	August 20, 2022	Send out feedback survey via OBs and ISAs	Team guides will tell their groups to fill out a quick feedback survey once the event ends.	Jodis, Stephanie
5	August 26, 2022	Reimbursement	Process reimbursements	Jodis, Stephanie

Pre-event

- Research and select 4 restaurants per route (South Melbourne Market, South Yarra, Fitzroy).
- Contact each of the restaurants and decide on a menu. Then, retrieve the restaurant's COVID-19 safe plan and insurance policy.
- Coordinate the design of marketing material with Umsu Design Department and ticketing system with C&E.
- The ticketing system will have a deposit system (\$5 deposit + 50¢ surcharge) that will be refunded to the participants that show up.
- Work with the HR department to get 23 ISAs to help guide the groups and be stationed at restaurants.
- Prior to the day of the event, event coordinators will brief the OBs and ISAs about their duties.

Event Day

- OBs and ISAs are to meet at the meeting point by 11 am to undergo the final briefing. OBs should take attendance of the ISAs.
- Participants are to gather at the meeting point starting from 11:15 AM. Event coordinators will brief participants. ISAs are to take attendance of their group members.
- By 11:30, all groups should be on their way to their respective restaurants assigned.

Event Flow

Time	Activity	Details	PIC
11 am - 11:15 am	Meeting and Briefing Time for ISAs and OBs	Final briefing for both ISAs and OBs (Meeting Point: TBA)	Stephanie, Jodis
11:15 am - 11:30 am	Meeting and Briefing Time for participants	Briefing for participants (Meeting Point: TBA)	Stephanie, Jodis
11:30 am - 12:15 pm	Head to Routes	In groups of 10, participants are to separate and head into their own routes (South Yarra, Fitzroy or South Melbourne Market). Stephanie will go to South Melbourne Market and Jodis will go to South Yarra. One OB will go to Fitzroy.	Stephanie, Jodis, ISAs and OBs
12:15 pm - 1:00 pm	First Restaurant	Group should arrive by 12:15 at their designated first restaurant. Time keeper must remind all participants 5 minutes before they have to head out to the second restaurant.	Stephanie, Jodis, ISAs and OBs
1:15 pm - 2:00 pm	Second Restaurant	Group should arrive by 1:15 to the second restaurant.	Stephanie, Jodis, ISAs and OBs
2:15 pm - 3:00pm	Third Restaurant	Group should arrive by 2:15 to the third restaurant.	Stephanie, Jodis, ISAs and OBs
3:15 pm - 4:00 pm	Fourth Restaurant	Groups should arrive by 3:15 to the fourth restaurant.	Stephanie, Jodis, ISAs and OBs

Post Event

- After 4:00 pm, each ISA leader should provide their group members with a link/QR code of the feedback survey to complete. Students then can be on their way back.

5. Reflections

- Planning:
 - We should've set stricter deadlines for some of the tasks like contacting restaurants, confirming menus and organising payments.
 - Some ISAs were confused about what their roles entailed, so we could've created a clearer briefing document.
- Attendance:
 - We estimated around 150 people to show up to the event, 145 people booked a ticket and in the end there were around 128 that attended.
- Event day:
 - The attendance and team formation part of the event could've gone more smoothly if it was better organised.
 - There were some people who mentioned that their travel buddies were quiet and not too interactive, but the majority of the travel buddies were very interactive!
 - There were some issues with the portion of food being provided at certain restaurants due to people switching groups while travelling to the first stop.
 - One of the restaurants did cancel on us the day before the event, so we had to make the South Yarra route only have 3 restaurants and add a small activity to fill up the block.
 - The use of group chats for each of the routes and the communication between the travel buddies and station masters was amazing! They were all very efficient and on time for the most part!

6. Feedback

Summarised feedback:

- Overall, overwhelmingly positive feedback; however there is some room for improvement in terms of the organisation and logistics of the event.
- Positive feedback:
 - Routes and restaurants were very organised and planned nicely (clear path/routes and schedules)
 - Most of the travel buddies were very kind and fun to hang out with
 - Event was really fun and a lot of new friends were made
- Things to improve:
 - *Food portions:*
 - Inconsistent portions of food between routes and restaurants

- *Group formation:*
 - The beginning of the event was quite messy and unorganised leading to some delays
- *Food variation:*
 - Maybe add a stop for only beverages (boba/coffee) or desserts

7. Suggestions

- Set up a check in table at the meeting point before the event.
- Organise the groups with their travel buddies beforehand.
- Create signs with the names of the travel buddies so people can find their groups faster.
- Make strict rules about the deadline for reimbursement.
- When ordering the menu, order for more people than you are expecting per group.
- Confirm bookings with all the restaurants near to the event day.
- In the feedback form, ask which route they went on.

8. Budget

A total of **\$6840** have been allocated for this event, and the total actual expenditure for this event is **\$4934.49** with the breakdown as listed below:

Items	Quantity	Total Actual Cost (AUD)	Allocated Budget (AUD)
South Melbourne Market Expenditure	4	1648.90	2280.00
South Yarra Expenditure	3	1409.09	2280.00
Fitzroy Expenditure	4	1876.50	2280.00
TOTAL		4934.49	6840.00
Surplus / Deficit			1905.51

9. Conclusion

This concludes our report for the Food Adventure Proposal 2022. We just want to say thank you to everyone who helped out during Food Adventure. We really couldn't have done it without all of your help! Please do not hesitate to contact the Cultural and Social Department should you have any queries.

Prepared by,

Jodis TJUNTORO & Stephanie Daniella HARTONO
Cultural & Social Department 2022/23
UMSU International



6. Other Business

6.1. Promotion on UMSU Socials

6.2. Grant Application Tier 1 by MoMu

7. Next Meeting

CCM #5

Date : Monday, 3rd October 2022 (17:00)

Venue : PAR-Old Geology-B25 (Theatre 2)