

Meeting Minutes

Central Committee Meeting #3 – Tuesday, 1st September, 2026

Time : 18:00

Venue : PAR-160-L1-M01-Russell Love Room (94)

1. Procedural Matters

1.1. Acknowledgement of Indigenous Owners

“I would like to acknowledge the Traditional Owners of the land on which the University of Melbourne is located, the Wurundjeri and Boon Wurrung people of the Kulin Nations and give my respect to the elders past and present. I would like to extend that respect to other Indigenous Australians present”

1.2. Official Welcome

1.3. Attendance and apologies

- Attendance – 29 members

Late with Apologies

Officers: Simar KOHLI

Absent with Apologies

Officers: Clementine LI

Late with No Apologies

Officers: Vardaan CHANANA

Absent with No Apologies

Officers: Jiya PAREEK

Motion 1

Move that Standing Orders be adopted for CCM #3 at 6:13 pm.

Mover : Sauymyaa SARUP

Seconder : Phoebe CHAN

CARRIED without contention.

1.5. Adoption of Agenda

Motion 2

Move that the Agenda for CCM #3 be adopted at 6:14.

Mover : Paridhi CHHAJED

Seconder : Aarush YADAV

CARRIED without contention.

2. Matters Arising from Previous Minutes

3. Confirmation of Previous Minutes

Motion 3

Move that the minutes of CCM #2 be accepted and confirmed as a true and accurate record.

Mover : Phoebe CHAN

Seconders : Declan LEE

Motion carried

4. Proposals

Motion 4

Move that Glovey's Get Together Cat Cafe 2026 Proposal be accepted.

Mover : Saumyaa SARUP

Seconders : Aarush YADAV

Motion carried

Motion 5

Move that Mental Health Week 2026 Proposal be accepted.

Mover : Vardaan CHANANA

Seconders : Simar KOHLI

Motion carried

Motion 6

Move that the International Expo 2026 Proposal be accepted.

Mover : Haylyn HOO

Secunder : Jhanvi RAGHAV

Motion carried

Motion 7

Move that the Feast & Fest Carnival 2026 Proposal be accepted.

Mover : Vardaan CANANA

Secunder : Raiesa KHUTEL

Motion carried

Motion 8

Move that the Head of Clubs 2026 Proposal be accepted.

Mover : Haylyn HOO

Secunder : Kaavya KALRA

Motion carried

Motion 9

Move that the Trivia Night 2026 Proposal be accepted.

Mover : Raiesa KHUTEL

Seconder : Mishti MITTAL

Motion carried

Motion 10

Move that the Co-option 2026 September Proposal be accepted.

Mover : Saumyaa SARUP

Seconder : Simar KOHLI

Motion carried

Motion 11

Move that the UMSU International 2026 Mid-year Budget be accepted.

Mover : Haylyn HOO

Seconder : Phoebe CHAN

Motion carried

5. Reports

Motion 12

Move that the Co-option August 2026 Report be accepted.

Mover : Saumyaa SARUP

Seconder : Lynn HO

Motion carried

Motion 13

Move that Glovey's Get Together #1 2026 Report be accepted.

Mover : Johnathan SONG

Seconder : Cody LUO

Motion carried

Motion 14

Move that the ISA August Intake 2026 Report be accepted.

Mover : Ryan SIU

Seconder : Phoebe CHAN

Motion carried.

6. Other matters

Motion 15

Move that Standing Orders for CCM #3 be suspended at 6:46

Mover : Ryan SIU

Seconder : Phoebe CHAN

Motion

Motion 16

Move that CCM #3 be adjourned at 6:46.

Mover : Saumyaa SARUP

Seconder : Haylyn HOO

Motion carried.

Prepared by,

**Rhea Fan
General Secretary 2026/27
UMSU International**

UMSU Intl. Glovey's Get-Together : Cat Cafe

Central Committee Meeting #3-Tuesday 1st September 2026

1. Introduction

Glovey's Get Togethers, organised by the Welfare Department aims to raise awareness of mental wellbeing and provide international students with a relaxed, low-pressure way to de-stress and connect with others. As part of the week, students will be invited to a Cat Cafe outing, where they can spend time with cats in a calm environment, take a break from academic pressure, and engage in casual conversations about mental health and wellbeing. Students will be invited to spend time at the cat cafe together, where they can relax with cats in a calm environment, take a break from academic pressure, and engage in casual conversations about mental health and wellbeing. Sign-up slots will be made available to attendees as part of the outing. With many students expressing concerns about building friendships and suffering feelings of isolation, Glovey's Get Togethers aims to add a warm, uplifting energy to help build a more inclusive and emotionally healthy campus environment. We will host the second event of Glovey's Get Together as a Cat Café in week 6 to facilitate these relationships.

2. Objectives

This event aims to:

- To promote UMSU International as a student body offering support on wellbeing related issues for international students
- To raise international students' awareness of resources surrounding mental health
- To provide international students with a relaxed, accessible way to de-stress and manage academic pressure
- To foster a sense of community and connection amongst international students

3. Event Details

Date	:	Week 6 ,4 th September 2026
Venue	:	Queensberry Cat Café
Number of Attendees	:	56
Coordinators	:	Tanya PARASHAR, Cody LUO, Anushka DUBEY, Declan LEE
Manpower	:	4 Committee members
Budget	:	\$1000

4. Event Overview

Glovey's will centre around a Cat Cafe outing, giving students a calm and enjoyable space to de-stress. We will have two sessions from 14:00 to 15:00 and 15:00 to 16:00 with two PICs each session from the committee members.

5. Event Timeline

Wk #	Date	Activity	Descriptions	PIC
Pre-event Preparations				
1	3 August	Internal Meeting	- Meeting to discuss potential ideas for Glovey's	Anushka, Declan, Cody, Tanya
2	12 August	Cat Cafe Booking	- Contact and confirm booking with a local cat cafe partner	Cody
3	14 August	Writing Proposal	- Write and finish proposal	Anushka
4	15 August	Release tickets	- Open ticket sales for the Cat Cafe outing (\$7/ticket) via [platform, e.g. Humanitix/Eventbrite]	Anushka, Declan, Cody, Tanya
5	25 August	Run promotion with M&M	- Social Media post, communicating with M&M	Cody, Declan
Event Day				
6	4 September	Run Event	- check-in attendees - Run event and manage cat cafe sign-up slots - Collect feedback from students	Anushka, Declan, Cody, Tanya
Post Event				
6		Collect event feedback	- Create feedback forms for the participants to fill in - Internal meetings to discuss about the performance and how can it be improved	ALL WELFARE

Pre-event

- Brief ISAs before each event for the various tasks.

- Confirm booking, session times, and group size with the cat cafe
- Set up ticketing platform and release tickets
- Send confirmation emails to ticket holders ahead of the event

Event Day

- check in attendees against ticket lists for each session
- Collect feedback from students at the end of each session

Event Flow

Time	Activity	Details	PIC
1:45 pm	Set up	• Prepare check-in list / ticket scanning • Liaise with cat cafe on session arrangements	Anushka, Declan, Cody, Tanya
2:00pm – 3:00pm	Run event (session 1)	• Check in attendees against tickets (26 people)	Anushka, Declan, Cody, Tanya
3:00pm- 4:00pm	Run event (session 2)	• Check in attendees against tickets (27 people)	Anushka, Declan, Cody, Tanya
4:00 pm	Wrap up	• Wrap up • Collect feedback from attendees	Anushka, Declan, Cody, Tanya

6. Budget

A total of **\$356** has been allocated for this event, with the breakdown as listed below:

Items	Detail	Total cost (AUD)
Base Fee	Fixed venue cost	\$1,100
Per-person charges	60 attendees x \$5	\$300
Subtotal	Base fee + per-person charge	\$1,400
Discount	5% off subtotal	(\$70)
Total Cost	Subtotal – 5% discount	\$1,330

Revenue (Ticket sales)	56 tickets x \$6.3 (60 attendees – 4PICs)	\$(352.80)
Net cost to us	Total cost- Revenue	\$977.20

7. Conclusion

The Welfare Department aims to provide meaningful support and foster a stronger sense of community for international students at the University of Melbourne. We understand that international students may often feel disconnected and uncertain about forming friendships, and we recognize the importance of social and welfare support during these times. While one-off events may not always lead to lasting friendships, we believe that community-based initiatives like Glovey's Get-Togethers can create the opportunities students need to build genuine, long-term connections. This concludes our proposal for the Glovey's Get-Togethers Initiative. Please do not hesitate to contact the Welfare Department should you have any queries.

Prepared by: Cody LUO, Tanya PARASHAR, Declan LEE, Anushka DUBEY

Welfare Department 2026/27
UMSU International

Mental Health Week Semester 2 2026 Proposal

Central Committee Meeting #3– Tuesday, 01st September, 2026

1. Introduction

UMSUi Mental Health Week is a program designed to support students' wellbeing by creating a calm, welcoming, and engaging space during a time that highlights the importance of mental health. Through two activities: Pilates and Matcha, this initiative aims to provide students with opportunities to both relax physically and express themselves creatively.

These sessions are designed not only to help students unwind and de-stress, but also to encourage meaningful social interactions in a low-pressure environment. As many students experience stress, loneliness, or difficulty building connections, especially during the semester, this program seeks to foster a sense of belonging and emotional support within the university community.

By hosting both wellness-focused and creative activities in Week 8, Mental Health Week aims to contribute to a more inclusive, supportive, and mentally healthy campus environment.

2. Objectives

- Promote holistic wellbeing among international students by encouraging them to engage in both physical and creative activities that support mental, physical, and emotional health.
- Foster a sense of belonging and connection by creating a low-pressure, welcoming environment where students can interact, build friendships, and feel supported within the UMSU International community.
- Position UMSU International as a supportive and approachable body through the delivery of inclusive, wellbeing-focused initiatives during Mental Health Week.

3. Event Details

Date	:	Week 8 (Semester 1, 2026) 22 nd September
Venue	:	Villa Pilates Carlton
Number of Attendees	:	Depends on the event; roughly 30-40 for Each Event
Coordinators	:	Tanya Parashar, Clementine Li, Eric Lee, Parth Chandrani
Manpower	:	All the coordinators + 5 ISAs
Budget	:	\$900

4. Event Overview

Mental Health Week will be a two-event initiative during Week 8, featuring engaging and wellbeing-focused activities. The program will include three Mat Pilates session, each offering a different but equally valuable approach to stress relief and connection.

5. Event Timeline

Wk #	Date	Activity	Descriptions	PIC
Pre-event Preparations				
3		Planning and creating proposal	- Writing proposal	Parth Chandrani
3		Request MnM for design	- Poster design	PICs
4-6		Planning for Mat Pilates	- Contact instructor - Book Venue - Order Food or /and Beverages - Organise Ticketing	All
4-6		Planning for Matcha Distribution	- Book Venue - Purchase necessary supplies - Order Food or /and Beverages - Organise Ticketing	All
6		Request ISAs	- Request ISAs for each event - Organise ISA Briefing - Organise ISA publicity	PICs
7		Open ticketing	- Open registrations for events	PICs
6		Feedback forms	- Create feedback forms for the different events throughout the week	PICs
Event Day				
8		Host events	- Prepare for events - Run events	All + ISAs
Post Event				
8		Feedback	- Collect feedback from participants after each event	PICs + ISAs

			- Internal meetings to discuss about the performance and how can it be improved	
9		Report	- Write a report	PICs

Event Outline

2 Events (Mat Pilates Session & Match Distribution) will be both held on Week 8.

Mat Pilates Session:

The Mat Pilates session will be a guided, beginner-friendly class focused on gentle movement, stretching, and mindfulness, allowing participants to release physical tension and reset mentally. There will also be refreshments provided after to facilitate conversation and further relaxation.

Matcha Distribution:

The Matcha distribution will help students engage in socialising in a low-pressure environment.

Together, these events aim to create a balanced experience that supports both physical wellbeing and creative expression, while fostering a sense of community and belonging during Mental Health Week.

6. Budget

A total of **\$900** has been allocated for this event, with the breakdown as listed below:

Items	Quantity	Unit Cost (AUD)	Total Cost (AUD)
Mat Pilates			
Pilates Instructor	1	\$50/hour	\$600
Drinks (Matcha)	50	\$7.5	\$300
TOTAL			\$900

7. Conclusion

The Welfare Department recognises that many students face a range of challenges throughout their university journey, including stress, isolation, and pressures that impact their mental, physical, and emotional wellbeing. By offering a combination of movement-based and creative activities, Mental Health Week provide students with practical and

enjoyable ways to manage stress while fostering a sense of belonging within the university community.

This concludes our proposal for Mental Health Week 2026. Please do not hesitate to contact the Welfare Department should you have any queries.

Prepared by,
Tanya Parashar, Clementine Li, Eric Lee, Parth Chandrani
Welfare Department 2026/27
UMSU International

International Expo Proposal

Central Committee Meeting #3 – Tuesday 1st September 2026

1. Introduction

Previously known as International Week, International Expo is a dynamic and immersive event that unites university students in a celebration of global diversity. With a diverse range of cultural activities, performances, and interactive experiences, attendees will embark on an adventure of cross-cultural understanding, engagement, and community building.

2. Objectives

This event aims to:

- Create a vibrant and immersive cultural experience for university students by bringing together various cultural clubs from different student clubs.
- The primary goals are
 - **Culture Exchange and Awareness**
 - By showcasing a diverse range of cultural activities, traditions, games, and cuisines, the event aims to promote cross-cultural understanding and appreciation among students.
 - **Student Engagement**
 - The passport-based tasks assigned to students encourage active participation and engagement with different cultural booths. This interactive approach enhances students' involvement and learning about various traditions.
 - **Performance Showcase**
 - The cultural performances, such as traditional dances from different parts of the world, add an entertaining and visually appealing dimension to the event. They highlight the beauty and richness of various cultures.
 - **Community Building**
 - By bringing together students from different nationalities, the event facilitates networking, socializing, and the formation of new connections among attendees who share similar cultural backgrounds and interests
 - **Promoting Cultural Clubs and Societies**
 - The event serves as a platform to showcase and promote the different cultural clubs and societies within the university.

3. Event Details

Date : Wednesday, 14th October 2026 (12pm-5pm)

Venue	:	Amphitheatre
Number of Attendees	:	1,000+
Coordinators	:	Mishti MITTAL, Ryan SIU, Jonathan SONG, Paridhi CHHAJED, Jiya PAREEK, Haridutt VYAS
Manpower	:	8 OBs & 20 ISAs (including coordinators which consists of 6 OBs)
Budget	:	\$12,000

4. Event Overview

International Expo features a stamp collection journey. Allowing students to earn rewards by engaging with diverse cultural clubs through interactive tasks, fostering education and community bonds. Enjoy games, captivating performances, and a culinary adventure, all celebrating the rich tapestry of our university's cultures.

Passport stamp collection: Students will collect an A5 booklet from UMSU INTL booth and they will proceed to game booths areas where they will get their passports stamped when they participate. To win a small reward, students must collect all 5 stamps and to win a big reward, students must collect all 10 stamps. The consolation prize for participating will be snacks.

5. Event Timeline

Wk #	Date	Activity	Descriptions	PIC
Pre-event Preparations				
3	30 th August	Initial planning	Initial draft of ideas + activities + rewards	Mishti, Ryan, Jonathan, Paridhi, Jiya, Haridutt
			Rough budget estimates	
			Informed M&M to help out promoting + Photo Strips Design	
4	12 th September	Enquired of Food vendors	Met with Brodie to discuss possible food truck vendors available for 5th-	Mishti, Ryan, Jonathan

			6th Sept + Food Vendors for UMSU Intl to liaise with to distribute Free Food	
		Meet with AVM	Discuss on required equipment for International Expo (Eg: Marquees, Speakers)	Mishti, Ryan
		Club interest form	Create club interest form	Ryan
	20 th September	On-site Inspection	Decided on layout of international Expo with queue management, entry & exit points, placement of booths, stages & changing room. Taken note of dimensions of allowed space	Mishti, Ryan, Jonathan, Paridhi, Jiya, Haridutt
		Finalization of Layout	Designing layout on Canva to distribute to AVM + during ISA & OB briefing	Paridhi
6	26 th September	Request for ISAs	Fill out the request for ISA form and contact HR	Haridutt
6	1 st October		Meetings to finalize the club lists and activities being hosted	Mishti, Ryan, Jonathan, Paridhi, Jiya, Haridutt
8	11 th October	Briefing	Brief ISAs & OBs of their roles and flow of activities for both days + resolve enquiries and unclarities	Mishti, Ryan, Jonathan, Paridhi, Jiya, Haridutt
Event Day				
8	14 th October 12:00PM - 05:00PM	International Expo	Participants will enter through the entrance facing the Union House and head straight to UMSU Intl booth to collect their Passport + Free Food. They then head off to the first 6 booths present to play the games/try the food provided to gain their stamps. Craft + Photo Booths, x3 food trucks are present as non-collection activities	Mishti, Ryan, Jonathan, Paridhi, Jiya, Haridutt
Post Event				
8	14 th October	Pack Down	Settled by the professionals and staffs	

	5:00PM – 6:00PM	Clean Up	OBs & ISAs	Mishti, Ryan, Jonathan, Paridhi, Jiya, Haridutt
		Responses	Tabulate and analyse the Feedback form about the event	Haridutt, Jonathan
	15 th October	Give ISA Hours	C&S officers liaise with HR	Jiya
	18 th – 20 th October	Report	Write up report w Feedback + suggestions for future committee	Mishti, Ryan, Jonathan, Paridhi, Jiya, Haridutt

Pre-event

Event Day

Event Flow

Time	Activity	Details	PIC
11:00AM-12:00PM	Set up	This will be when the team set up the tables and booths	Mishti, Ryan, Jonathan, Paridhi, Jiya, Haridutt
12:00PM-5:00PM	Event time	Everyone is working on their assigned roles and station	OBs
03:00PM-04:00PM	Clean up	Clean up stalls and booths	Mishti, Ryan, Jonathan, Paridhi, Jiya, Haridutt

Post Event

6. Budget

A total of **\$12000.00** has been allocated for this event, with the breakdown as listed below:

Items	Quantity	Unit Cost (AUD)	Total Cost (AUD)
AV Melbourne Logistics		-	2000.00
Food distribution		-	2300.00

Interactive World map		255	255.00
12 page A5 Passport Booklet	500 copies	2	1000.00
Photo Booth (Shutterbooth)	5 hours	650	645.00
Club Expenses	10 clubs	500	5000.00
Rewards/Prizes	80 pieces	10	800.00
TOTAL			12,000.00

7. Conclusion

This concludes our proposal for the International Expo 2026. Please do not hesitate to contact the Cultural and Social Department should you have any queries.

Prepared by,
Mishti Mittal
Cultural and Social Department 2026/27
UMSU International

Feast & Fest 2026 August Proposal

Central Committee Meeting #3 – Tuesday 1st September, 2026

1. Introduction

The Feast and Fest will serve as a publicity event for Committee Members and International Student Ambassadors (ISA) to introduce UMSU International to students at the University of Melbourne by giving out free food. Considering only one Feast and Fest will be conducted this semester, the Human Resources (HR) will collaborate with the Cultural & Social Department to include mini carnival games to enhance student's university experiences. The event coordinators consist of members in the Human Resources (HR), Cultural & Social Department and, Partnership & Sponsorship Department.

1. Objectives

This event aims to:

- Introduce UMSU International to students at the University of Melbourne
- Give out free barbecues and drinks
- To provide a platform where the diverse student communities can interact, bond and bridge their cultural differences.
- To enhance the university experience of all members of the University of Melbourne.
- To organise a large-scale event which promotes the presence of UMSU International.

2. Event Details

Date: 23rd September 2026

Venue: Market Hall

Number of attendees: 550+

Coordinators: Haylyn HOO, Rhea Fan, Saumyaa, Aarush, Vardaan, Mishti MITTAL,
Ryan SIU

Manpower: 14 committee members, 15 ISAs

Budget: 3300

3. Budget Breakdown

Event	Budget(AUD)
Feast & Fest	\$2,800
Mini Carnival	\$500

Total	\$3300
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5.1 Feast & Fest (Food portion)

The Feast and Fest will serve as a publicity event for Committee Members and International Student Ambassadors (ISA) to introduce UMSU International to students at the University of Melbourne by giving out free barbeques and drinks.

Date: 23rd September 2026

Venue: Market Hall

Number of attendees: 550+

Coordinators: Haylyn HOO, Rhea Fan, Saumyaa, Aarush, Vardaan

Manpower: 8 committee members, 5 ISAs

Budget: 2800

5.1.2 Event Timeline

Wk #	Date	Activity	Descriptions	PIC
Pre-event Preparations				
2	8th August 2025	Teamwork	Communicate with CME regarding the event details	Mishti MITTAL, Ryan SIU, Haylyn HOO
3	10th August 2025	Venue Booking	Book AMPHITHEATRE	Mishti MITTAL, Ryan SIU
5	24th August - 29th August 2025	Catering	Contacted Roll'd for catering options	Haylyn HOO, Rhea FAN
5	30th August 2026	Proposal	Creating Proposal and Presenting in CCM	Haylyn HOO

Event Day				
9	23rd September 2026	Feast and Fest	Set up, Cooking/Distributing free food and drinks, Clean up (Written in Event Flow)	Haylyn HOO, Rhea FAN, Zoe MOK, Samantha SUHENDRA, Tisya DOGRA, Saumyaa, Aarush, Vardaan
Post Event				
9-11	24th September	Report	Writing the Report	Haylyn HOO

Event Flow

Time	Activity/ Details	PIC
9 am - 11 pm	Set up/ Collecting Order	Haylyn HOO, Rhea Fan
11 pm - 2 pm	Distributing free foods & drinks	Haylyn HOO, Rhea Fan, Saumyaa, Aarush, Vardaan
2 pm - 3 pm	Clean up	Haylyn HOO, Rhea Fan, Saumyaa, Aarush, Vardaan

5.2.2 Budget

A total of **\$3000** have been allocated for this event, with the breakdown as listed below:

Items	Total Cost (AUD)
Catering (Roll'd 20 boxes of mini bowls)	2500
Popcorn machine	150
Miscellaneous	150
TOTAL	2800

1.1 Mini Carnival

Mini Carnival will help new students familiarise themselves with the campus, and for current students to enjoy on-campus activities. This fun and engaging event held by the Cultural and Social Department will give students the chance to socialise, make new connections, play carnival games and win prizes.

Date : Wednesday, 23rd September 2026[11 am - 2pm]

Venue : Market hall

Number of

Attendees : 550+

Coordinators : Mishti MITTAL, Ryan SIU

Manpower : 6 Committee Members & 10 ISAs (including coordinators which consists of 6 Committee Members)

Budget : \$500

1.1.2 Event Timeline

	Date	Activity	Descriptions	PIC
Pre-event Preparations				
5	21 st August 2025	Proposal	Creating Proposal and Presenting in CCM	Mishti MITTAL
7	1st September 2025	ISA Sign Ups with HR	Coordinating ISA signups with the HR Department	Jonathan SONG
7	5th September 2025	Purchasing Prizes	Checking the current stock of merchandise and buying higher valued prizes	Haridutt, Paridhi, Jiya
8	11th September 2025	Allocation of ISAs/OBs	Allocating the ISAs and OBs into their roles	Mishti MITTAL
8	11th September 2025	Creating briefing materials	Creating slidedeck/document outlining how the event will work and what each role's job is	Jonatha SONG

8	12th September 2025	Trial Run	A short run through of the event to test all planned games	Mishti MITTAL, Ryan SIU, Jonathan SONG, Paridhi CHHAJED, Jiya PAREEK, Haridutt VYAS
8	13th September 2025	Briefing	Briefing all ISAs and OBs about the event rundown and what their roles are	Jonathan SONG

8	15th September 2025	Buying refreshers	Buying refreshers (drink and snack for game masters and coordinators)	Ryan SIU
Event Day				
9	22 ND September 2025	Taking attendance of game masters	Taking attendance of ISAs and OBs	Mishti MITTAL, Ryan SIU, Jonathan SONG,

				Paridhi CHHAJED, Jiya PAREEK, Haridutt VYAS KUMAR
Post Event				
9	19th September 2025	Send ISA hours to HR	Record and report ISAs hours	Jiya PAREEK
11	7th October 2025	Report	Prepare report and present at next ccm	Ryan SIU

1.1.1.2 Pre-event

A trial run with the OBs and ISAs will be conducted **1 week prior** to the event to ensure carnival games can be played and is suitable for the outdoor setting.

A briefing will be done to ensure that OBs and ISAs are aware and confident about their respective roles

1.1.1.2 Prospective Event Timeline

****For each game, there will be one OB + 2 ISAs in one shift (OBs be in charge of giving out prizes)**

Time (AEST)	Activity	Details
9:30AM - 11:00PM	Set Up begins	Tables and games are set up in respective booths.
11:00AM - 12:30PM	Session 1	First group of students are able to freely roam, play games, socialise and have refreshments.

12:30PM - 2:00PM	Session 2	Second group of students are able to freely roam, play games, socialise and have refreshments
2:00PM - 3:00PM	Clean Up	Tables and games are cleaned up

1.2.2 Budget Allocation

A total of **\$300** have been allocated for this event, with the breakdown as listed below:

Items	Budget (\$)
Carnival Prizes	300
Game Logistics	200
TOTAL	500

6. Conclusion

This concludes our proposal for the Feast and Fest Carnival Proposal 2026. Please do not hesitate to contact the Human Resources Department, Partnership & Sponsorship Department and Cultural and Social Department should you have any queries.

Prepared by,

**Mishti MITTAL & Hayl
HOO Cultural and Social
Vice President 2026/27
Human Resources
Director 2026/27,
UMSU International**



UNIVERSITY OF MELBOURNE STUDENT UNION INTERNATIONAL



Care for, Act for, Stand for International Students

Heads of Clubs 2026 Proposal

Central Committee Meeting 6th August 2026

1. Introduction

Heads of Clubs is a semi-formal networking event where executive committee members of clubs within the university are invited to get to know more about the projects held by UMSU International and what UMSU international can offer to them.

2. Objectives

This event aims to:

- To introduce UMSU International facilities and increase the clubs' awareness amongst existing clubs within the University of Melbourne community.
- To foster professional relations between UMSU International with existing University of Melbourne UMSU International affiliated clubs.
- To introduce clubs to the grants available from UMSU International the SSAF and potential collaborations.
- To create an open platform for clubs to publicise their events for the semesters and discuss potential challenges and problems they may face.

3. Event Details

Date	:	Thursday, 3rd September 2026, 4:30 – 7:30 PM
Venue	:	William Macmahon ball theatre
Number of Attendees	:	60 ~ 90
Coordinators	:	Aarush, Saumyaa Sarup, Vardaan Chanana,
Manpower	:	Coordinators & 1 OB from each department (preferably VPs) & 4 ISAs
Budget	:	\$500.00

4. Event Timeline

Wk #	Date	Activity	Descriptions	PIC
Pre-event Preparations				
1	September 1st	Present Proposal	Present proposal during CCM	Aarush

N/A		Prizes	Contact UMSU Advertising Officer about prizes available to use during the event	Vardaan
2	August 9th – 14th	Logistics	Book venue Contact and order food from Vendors Ticketing link from CME Help Desk Task sheet for ISAs	Aarush, Vardaan
2	August 17th – 19th	Promotion	Notify M&M about promotion at least 2 weeks prior to promotion period Arrange social media promotion for the event via UMSU International socials ISA Publicity Hours Brief ISAs on event requirements (including food handling)	Aarush, Vardaan
3	August 17th – 12th	Department Slides	Notify committee about slides Finalise and compile slides	Saumyaa Sarup
3	August 12th	Participants	Write email drafts for clubs Invite participants Confirm number of participants and dietary requirements	Aarush, Vardaan
4	August 18th – 20th	Logistics #2	Buy Drinks and Supplies	Saumyaa Sarup
4	August 20th – 20th	Feedback Form	Create feedback form to be used on the day post-event	Aarush
Event Day				
5	September 3rd	Heads of Clubs Event	(Written in event flow down below)	Aarush, Saumyaa Sarup, Vardaan
Post Event				
6	TBD	Report	Writing and filling out the report	Aarush

6	TBD	Present Report	Present report in CCM	Aarush
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Event Flow

Time	Activity	Details	PIC
4:00 PM	Event Preparation	Chairs Utensils and tables set up Getting presentation ready OBs arrive ISAs help Arrange food delivery	Aarush, Saumyaa Sarup, Vardaan,
4.30 PM	Introduction	Participants arrive Introduction of event Participants can take drinks ISAs hand out appetisers and label main foods	Vardaan
4.45 - 5.45PM	Presentations	Exco presentation Department presentations Order: President Vice president + E&W, Vice president + C&S, Vice president + M&M, HR P&S + Treasure + Grants	Vardaan
5.45- 6;15 PM	End of Event	Thank participants for coming Instruct ISAs to ask participants to fill out feedback form	Vardaan
6;30 – 7;15 PM	Networking and eating	ISAs and OBs will help to distributing food to participants and other OBs OBs and participants network and interact Feedback from in break	Aarush, Saumyaa Sarup, Vardaan,
7;15 – 8 PM	Clean Up	ISAs and P&S department clean up once all participants leave	Aarush, Vardaan

5. Budget

A total of \$500 has been allocated for this event, with the breakdown as listed below:

Items	Quantity	Unit Cost (AUD)	Allocated Budget (AUD)
Food Catering	1	\$350	\$350
Beverages	1	\$80	\$80
Napkins: 100 serviettes Coles	2	\$1.00	\$2.00
Gloves	1	\$8	\$8
Miscellaneous	-	-	\$60.00
TOTAL			\$500.00

6. Conclusion

The Partnership and Sponsorship department believes and hopes that by organising the Head of Clubs meeting clubs at the University of Melbourne will be more aware of UMSU International and re-emphasis our services and features that might prove useful to clubs, both new and well-established ones. In addition, establishing new and fostering existing relationships with the clubs would also help build better relationships with the many clubs at the University of Melbourne, potentially catalysing collaborations with UMSU International in the future.

This concludes our proposal for the Semester 2 Heads of Clubs Proposal 2026. Please do not hesitate to contact the Partnership and Sponsorship Department should you have any queries.

Prepared by,

Aarush Yadav

Partnership and Sponsorship Department 2026/27

UMSU International



UNIVERSITY OF MELBOURNE STUDENT UNION INTERNATIONAL



Care for, Act for, Stand for International Students

Trivia Night 2026 Proposal

Central Committee Meeting #4– 1st September 2026

1. Introduction

As the semester winds down and exams approach, trivia night offers international students a fun, low-key way to unwind before the study grind kicks in. The night will mix general trivia with a handful of light educational questions covering essentials like personal finance, visa basics, and other useful admin knowledge, a nice way to reinforce what you already know without it feeling like a lecture. It's ultimately a relaxing social night to recharge, test your trivia skills, and connect with peers from all kinds of backgrounds before exams take over.

2. Objectives

This event aims to:

- Give students a fun, relaxed break before exams
- Reinforce useful knowledge on personal finance and visa/residency basics in a light, informal way
- Bring meaningful peer connections to students

3. Event Details

Date	:	Wednesday, 14 th October 2026 [5:00pm – 7:00pm]
Venue	:	Ida Bar (Building 168)
Number of Attendees	:	Limit to 30
Coordinators	:	Tanya PARASHAR, Raiesa KHUTEL, Kaavya KALRA, Sreyna PRAK, Zimo ZHAO
Manpower	:	5 Committee Members & 5 ISAs
Budget	:	\$500

4. Event Overview

This event is open to all students looking for a fun way to unwind and make new friends before final exams hit. Registration will open a week prior to the event. It's all about relieving pre-finals stress through good company and light bonding activities, while sneaking in a bit of financial literacy and PR knowledge through fun trivia questions along the way.

5. Event Timeline

Wk #	Date	Activity	Descriptions	PIC
Pre-event Preparations				
5	27 th August	Booking Venue	Ida Bar	Raiesa
6	2 nd September	Trivia Questions	Create questions for trivia	All
6	3 rd September	Promotional design (IG post, etc)	Contact MnM to begin working on Design	Sreyna, Zimo
7	10 th September	Catering	Ordering Snacks	Kaavya
8	14 th September	ISA request	Contact HR and fill in ISA request sheet	Raiesa
9	21 st September	Confirmation on food	Contact Treasurer to make food request (TBD)	Tanya
10	6 th October	Present proposal @CCM	Finish proposal and send proposal to Secretary by the 6 th	Sreyna, Zimo
Event Day				
11	14 th October	Trivia Night	Gather at Ida Bar	All Coordinators+ISAs
Post Event				
11	14 th October	Feedback form	Ask attendees to fill it out	ISAs
12	19 th October	Complete report	Submit by 19 th and present in CCM	TBD

Pre-event

- Submit ISA request to HR
- Request designs and promotion from MnM
- Schedule and communicate with Ida for catering
- Plan and confirm trivia questions

Event Day

Event Flow

Time	Activity	Details	PIC
4:30pm – 5:00pm	Briefing to ISAs	Meet in the lounge	OB

5:00pm – 5:15pm	Registration & check in	Check tickets/booking confirmation at the entrance	ISA
5:15pm – 5:45pm	Ice Breaker	Bonding activities to foster engagement	OB
5:45pm – 6:30pm	Foods Catering	Allocate food and snacks around every table	ISA
5:45pm – 6:45pm	Trivia Questions & Games	More bonding activities and fun trivia questions to test knowledge	OB
6.45pm – 7.00pm	Winners Announcements	Announce winners, thank participants and share feedback form	OB & ISA
7.00pm – 7.30pm	Debrief & Cleanup	Conclude the event and venue cleanup	OB & ISA

Post Event

- At the completion of the event, participants will be asked to fill out the feedback form.

6. Budget

A total of **\$500** have been allocated for this event, with the breakdown as listed below:

Items	Quantity	Unit Cost (AUD)	Total Cost (AUD)
Venue (Ida Bar)	1	0	\$0.00
Food	30	TBD	\$350.00
Drink	30	TBD	\$100.00
Miscellaneous			\$50.00
TOTAL			\$500.00

7. Conclusion

This concludes our proposal for the Trivia Night Proposal 2026. Please do not hesitate to contact the Education Department should you have any queries.

Prepared by,

Sreyna Prak & Zimo Zhao
Education Department 2026/27
UMSU International

Co-option 2026 September Proposal

Executive Committee Meeting #3 – Tuesday, 1st September 2026

1. Introduction

The ExCo will be holding Officer Co-option for 2 Welfare Officers, 2 Education officers, 3 Cultural & Social Officers, 1 Partnership & Sponsorship Officer, and 1 Media & Marketing Officer in Week 7. Recruiting more committee members would ease the stress on current officers and improve our engagement with the student community.

2. Objectives

- Further UMSUi's reach to more students
- Improve committee bonding

3. Event Details

Date : Monday, 7th September – Tuesday 22nd September

Venue : Online

Coordinators : Rhea FAN

Manpower : 6 ExCo members, Respective Departments

Budget : \$0

4. Event Overview

First half of Week 7 to plan and do promotion for the Co-option. Application opens on Wednesday week 7 until the next Wednesday. Interview takes place over the weekend. Application outcome sent by Tuesday Week 9.

5. Event Timeline

Time	Activity	Details	PIC
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Monday Week 7	Post about Co-option	Post on social media while opening the application	Rhea FAN
Wednesday Week 7	Open application	Announcement on social media	Rhea FAN
Thursday Week 8	Review application	Respective departments to review applications	Respective Department Directors
Saturday – Sunday Week 8	Interview	Respective departments take interviews	Rhea FAN
Tuesday Week 5	Send out results	Send out interview results via email. Arrange meeting with successful candidates	Rhea FAN

Pre-event

- Create promotion material and application form
- Welfare, Education, C&S, P&S, M&M submit questions for written application by **Monday, 7th September**

Post-event

- Induction sessions with department directors

6. Budget

A total of **\$0**

7. Conclusion

This concludes our proposal for the 2026 September Co-option. Please do not hesitate to contact me should you have any queries.

Prepared by,

Rhea FAN

Secretary 2026/27

UMSU International

Remaining Budget Allocation Proposal

Central Committee Meeting - Tuesday, 1 September 2026

1. Introduction

UMSU International is presenting a proposed allocation of the remaining budget available for upcoming departmental activities and events. The purpose of this proposal is to set clear spending amounts for each department and event for the remainder of the year.

2. Objectives

- Allocate the remaining budget across departments and upcoming events.
- Set clear event-level and department-level spending amounts.
- Present one consolidated budget allocation for committee review and approval.

3. Event Details

Date	: Tuesday, 1 September 2026
Venue	: N/A
Number of Attendees	: N/A
Coordinators	: Saumyaa Sarup and Bhavya
Manpower	: N/A
Budget	: Available: \$99,903.86 Proposed allocation: \$95,980.00

4. Event Overview

This proposal outlines how the remaining \$99,903.86 UMSU International budget will be distributed across E&W, International Brekkie, M&M, HR, P&S and C&S. A total of \$95,980.00 is proposed for allocation, leaving \$3,923.86 available for remaining requirements. Each department total and individual event allocation is shown in the budget table below.

5. Event Timeline

Date	Activity	Details	PIC
30 Aug 2026	Budget allocation drafted	Previous budgets were reviewed and the remaining funds were distributed across departments and their upcoming events.	Saumyaa Sarup & Bhavya
1 Sep 2026	Proposal finalised	The allocations were checked, consolidated and	Saumyaa Sarup & Bhavya

		prepared in the proposal format for presentation.	
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Pre-event

- Previous departmental budgets and the remaining available funds were collected and reviewed.

Event Day

- The remaining budget was distributed between the different departments and their individual upcoming events.

Post-event

- The final figures were consolidated into this proposal and prepared for presentation and approval.

6. Budget

The remaining budget available for remaining events is \$99,903.86. Of this amount, \$95,980.00 is proposed for allocation across departments and events, leaving \$3,923.86 unallocated. The \$20,000 International Brekkie allocation includes the Week 7 Brekkie. The complete proposed allocation is shown below:

DEPT.	EVENT	AMOUNT	DEPT. TOTAL
E&W	Mental Health Week	\$2,250	\$24,950
	Exam Pack Giveaway	\$8,400	
	Sexual Health Week	\$300	
	Personal Finance Workshop	\$500	
	PR/Visa Workshop	\$500	
	Get Certified	\$12,000	
	OHSC	\$500	
	Trivia Night	\$500	
E&W TOTAL			\$24,950
INTL BREKKIE	International Brekkie	\$20,000	\$20,000
INTERNATIONAL BREKKIE TOTAL			\$20,000
M&M	Merchandise	\$30,000	\$32,230
	ISA Shirts	\$1,000	
	Tripod	\$65	
	Canva / Design Software	\$165	
	Newsletter Subscription	\$1,000	
M&M TOTAL			\$32,230
HR	Meet & Greet	\$2,800	\$5,800
	ISA Bonding	\$500	
	ISA Graduation Night	\$2,500	
HR TOTAL			\$5,800
P&S	Heads of Clubs	\$500	\$500
P&S TOTAL			\$500
C&S	Mini Carnival	\$500	\$12,500
	International Expo	\$12,000	
C&S TOTAL			\$12,500

BUDGET SUMMARY

DEPARTMENT / CATEGORY	TOTAL
E&W Department Total	\$24,950
International Brekkie Total	\$20,000
M&M Department Total	\$32,230
HR Department Total	\$5,800
P&S Department Total	\$500
C&S Department Total	\$12,500
TOTAL ALLOCATED	\$95,980
REMAINING AFTER PROPOSED ALLOCATION	\$3,923.86
GRAND TOTAL AVAILABLE	\$99,903.86

7. Conclusion

This concludes our proposal for the remaining budget allocation. Please do not hesitate to contact the UMSU International Treasurer team should you have any queries regarding the proposed allocations.

Prepared by,

Saumyaa Sarup & Bhavya MIDDHA

UMSU International 2026/27

Co-Options 2026 August Report

Central Committee Meeting #3 – Tuesday 1st September, 2026

1. Introduction

This report summarises the Co-Options 2026 August, which covers the period of 17th August to 25th August. Co-Option is one way for students to join the UMSU International family as a member of the committee. Applicants will be interviewed and selected by the current committee, who will evaluate each applicant based on the relevant skills and experiences that they have.

2. Event Details

Date	: Monday, 17 th August 2026 – Tuesday, 25 th August, 2026
Venue	: Online
Number of Applications	: 30 Applicants
Coordinators	: Rhea FAN
Manpower	: Whole Committee
Budget	: \$0

3. Event Timeline

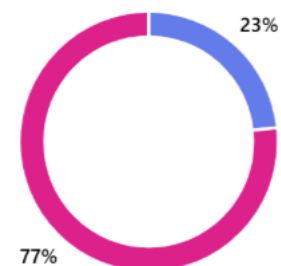
Wk #	Date	Activity	Descriptions	PIC
4	10 th Aug – 16 th Aug, 2026	Pre-event Preparation	- Preparation for publicity materials (Website, Social Media Posts) - Obtain questions from departments for written application - Create application form	Rhea FAN
5	17 th Aug – 20 th Aug	Application open	- Engage in posting on social media - Open application form	Rhea FAN, Phoebe CHAN
5	21 st August	Pre-interview Preparation	- Review application - Finalize interview time slots for each department and	Rhea FAN

			allocate each applicant to a time slot 3. Email to shortlisted applicants	
5	22 nd Aug – 23 rd Aug	Interviews	Successful applicants from Written Applications interviewed by the Committee	Rhea FAN
6	24 th Aug – 25 th Aug	Final selection	1. Successful applicants were selected by respective Departments 2. Email to successful applicants	Respective Departments, Rhea FAN

4. Demographics

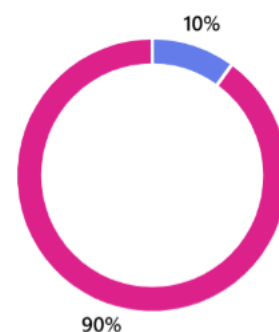
○ Gender

Male	7
Female	23
Non-binary	0
Prefer not to say	0
Other	0



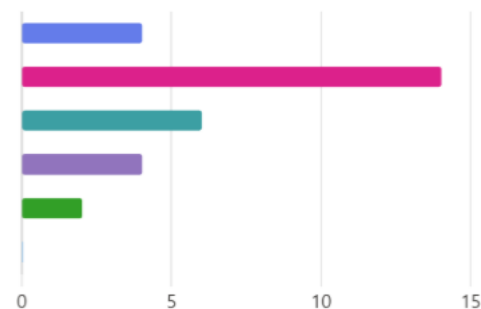
○ Australia Permanent Residency

Yes	3
No	27



○ Year and Semester of Applicant

Year 1 Semester 1	4
Year 1 Semester 2	14
Year 2 Semester 1	6
Year 2 Semester 2	4
Year 3 Semester 1	2
Year 3 Semester 2	0



○ Course Title

Bachelor of Arts	2
Bachelor of Commerce	12
Bachelor of Science	7
Master of Finance	2
Master of Management	5
Master of Information Systems	1

5. Feedbacks & Suggestions

5.1. Technical Issues

- Be prepared for any technical issues such as:
 - Waiting room in zoom not working
 - Appointing host and alternative hosts

5.2. Application Process

- The application had to go at the same time with the ISA August intake as the HR and Education Departments do not have enough manpower. Directors from other departments and the Exco had to take interviews as well due to this overlap.
- Future Co-options should:
 - Avoid overlapping with ISA intake
 - Send out interview availability earlier – minimum one week before the interview time

6. Budget

A total budget of \$0 was allocated to this event. And \$0 was used.

7. Conclusion

This concludes the report for the Co-Options 2026 August. Please do not hesitate to contact the General Secretary should you have any queries.

Prepared by,

Rhea FAN

General Secretary 2026-2027



UNIVERSITY OF MELBOURNE STUDENT UNION INTERNATIONAL



Care for, Act for, Stand for International Students

UMSU Intl. Glovey's Get-Togethers#1: Journaling and mood board night Report

Central Committee Meeting #3, 2026

1. Introduction

UMSUi Glovey's Get-Togethers: Journaling and Mood Board Night was an event in the Glovey's Get Togethers program designed to make the semester feel more fun, relaxed, and connected for all students by offering a casual and welcoming space to take part in hobby-based activities. With many students expressing concerns about building friendships and suffering feelings of isolation, Glovey's Get-Togethers aimed to add a warm, uplifting energy to help build a more inclusive and emotionally healthy campus environment. We hosted this event in Week 3 on the 17th of August 2026.

2. Event Details

Date	:	Week 3
Venue	:	Ida Bar
Number of Attendees	:	25 Attendees
Coordinators	:	Tanya PARASHAR, Cody LUO, Declan LEE, Clementine LI
Manpower	:	All the coordinators +3 ISAs
Budget	:	\$356

3. Event Overview

Glovey's Get-Togethers was a semester-long program designed to ease connections and combat loneliness in University, which is a prominent issue amongst international students. This program offers students the chance to meet a broader range of peers to help students find a sense of belonging.

4. Event Timeline

Wk #	Date	Activity	Descriptions	PIC
Pre-event Preparations				
2		Event Proposal	Present proposal during CCM	All
1-4	27 th July – 17 th August	Event Preparations	Finalise event details Purchase necessary supplies/food for event Book Venues Organise sign-ups for event Send out confirmation emails	All

4		Journal and Mood Board Night	Finalise the participant list Finalise Preparations for the event	PICs
Event Day				
4	17 th August	Host event in week 4	Prepare venue Run event	PICs
Post Event				
4		Collect event feedback	Create feedback forms for the participants to fill in Internal meetings to discuss performance and how can it be improved Creating event report	ALL WELFARE

Event Outline

This event of Glovey's Get-Together: Journaling and mood board night was held on Week 4 on the 17th of August 2026. It was hosted at IDA Bar.

Glovey's Get Together: Journaling and Mood Board Night (and Sip)

Pre-event

- Ordered notebooks, glue, and assorted stickers from Kmart
- Ordered table lamps from Kmart
- Requested 4 ISAs for the event from HR
- Requested a post and a reel from M&M for event
- Used miscellaneous leftover stickers from prior events
- Put up advertising and poster
- Request ticketing from Events
- Request Free Drink Tokens from Events
- Send confirmation emails to attendees
- Booked IDA Bar for takeover

Event Day

- Set up decorations and lamps on Ida BAR
- Put up signage and confirm ticketing
- Give out Free Drink Tokens upon ticketing confirmation
- Train ISAs and allocate jobs 15 minutes before event
- Set up notebook stations and kits on table
- Set up decorations on table

Event Flow

Time	Activity	Details	PICs
14:00-14:45	Set up	Set up Ida Bar decorations Set up tables with decorations and journaling materials	Declan LEE, Cody LUO, Tanya PARASHAR, Clementine LI
15:00-16:45	Event in session	Have ISAs take attendance and give out coffee tokens Students decorate journals Students collect drinks Take photos for documentation for M&M Collect feedback when attendees leave	Declan LEE, Cody LUO, Tanya PARASHAR, Clementine LI
15:30-16:00	Clean Up	Clean Up Return unused/partially used items to office Promote feedback form	Declan LEE, Tanya PARASHAR, Clementine LI

Post Event

- Collect feedback from attendees
- Pack up and tidy venue

Reflections

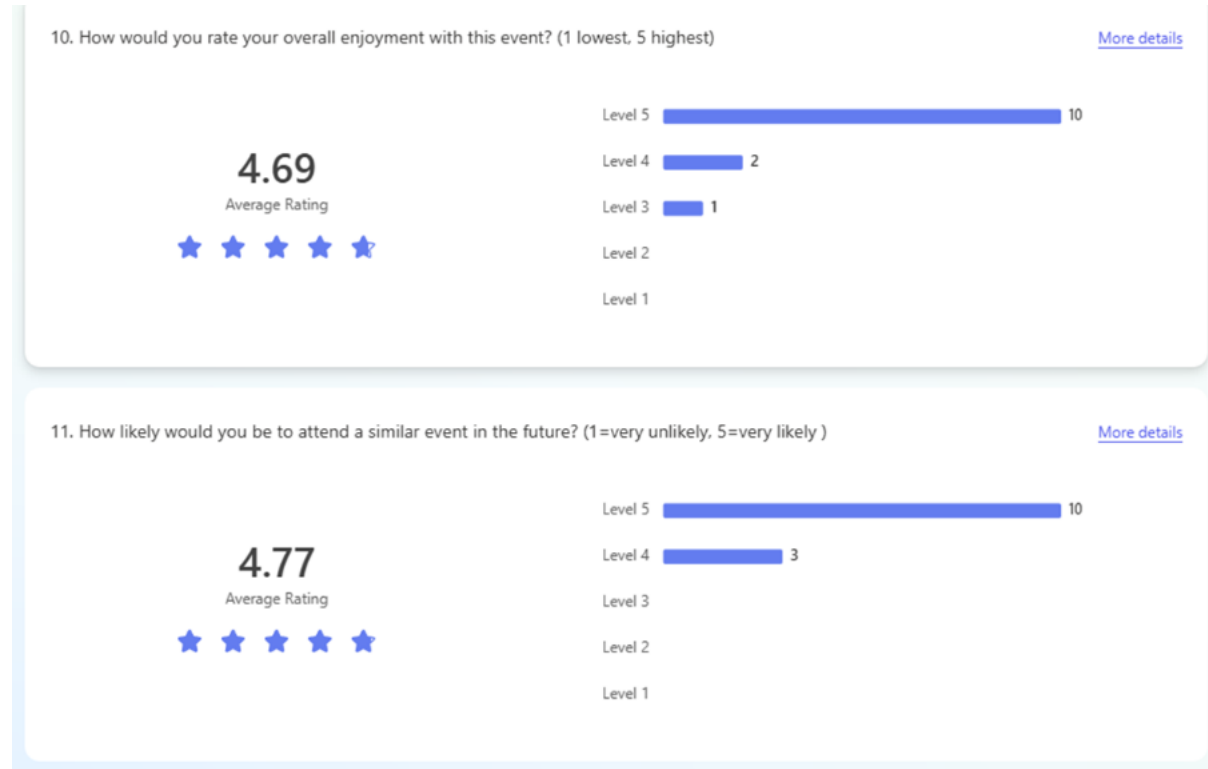
Attendance

- Held one session for planned 30 attendees, ultimate number of attendees 25 for a timing of 2 hours
 - Seemed adequate amount of period for attendees to decorate their journals/mood boards
- Most attendees that did not confirm did not show up, and only 16 attendees out of the 30 that filled the ticketing link confirmed
 - Many walk-ins that were put on waitlist for 30 minutes
 - Contacted waitlist when registered participants failed to show up

Cookies and Cookie-Decorating Kits

- The sticker kits and magazines (farrago) that were used were very well liked
 - Used decorations from past events to save on cost
 - We still have surplus but not much, the focus was on reusing and recycling what welfare already has
- Good variety of notebooks and stickers
- Received the order from Kmart reliably and fast, no major hiccups
- Spread out journals and decorating kits on the tables for participants to share and use
 - 4-6 per table to prevent overcrowding, 30 journals total

Feedback



- Majority of attendees highly enjoyed the event, expressed interest in wanting to attend again
 - Students seem to express increasing interest in more creative / workshop-style events (e.g. decorating, knitting, cooking, painting).
 - Some students like events that have networking and meeting people, others prefer to keep to themselves

12. What are any events you would like to participate in in future?

[More details](#)

13

Responses

Latest Responses

"Something similar that good for meeting new people"
 "More artsy events! Food events and cultural events would be cool too! Like maybe..."
 "diy workshop, doing crafts together like today's journaling event"
 ...

5 respondents (42%) answered events for this question.

[Update](#)

Word cloud for question 12:

- diy workshop
- night market
- St
- today
- chill
- friends
- Sketching or painting
- free food
- events
- crafting
- Food events
- cultural events
- events would be cool
- Similar
- artsy events
- creative events
- Musical events
- Day
- Patrick
- Art

13. Do you have any suggestions/feedback for this event?

[More details](#)

13

Responses

Latest Responses

"Perfect!"
 "Do another one please!!!!"
 "hi i like this event so much, people here are really nice, who guided me when i ent..."
 ...

4 respondents (33%) answered events for this question.

[Update](#)

Word cloud for question 13:

- card stock
- slippery material
- hard to do collage
- collage/craft
- people here are really nice
- coffee vouchers
- good materials
- lovely
- events
- nice
- paper notebooks
- permanent markers
- thin papers
- cover of the journal
- thicker paper
- liquid glues
- notebooks should've been paper
- aesthetic decor
- Cold drink
- members were so nice

- Most liked the journals
 - Appreciated the friendliness of the event organizers
 - one person did not like the quality of the notebooks
 - Most said that it was "perfect" + "do more"

Suggestions

- Continue to order cost-effective options from Kmart
 - Reliable and don't have to worry about personal contacts with smaller vendors
 - Coordinate with Treasurer to see arrival times of items→some came late
- Ask for M&M promotion earlier to prevent M&M overload and scheduling conflicts

- IDA Bar is very cosy → perfect for the “vibe” of the journaling that we were going for
 - Very accessible, many people know how to access and there was an OK amount of walk-ins
 - Host more events at IDA Bar as they have a dedicated club takeover time
 - Small tables allowed for attendees to pick their vibe, whether they wanted a chattier or a cozier silent table
 - Placed the sign outside the lift entrance of IDA Bar with chalkboard
- Cost efficient event as most of the cost came from the coffees, cost further lowered by recycling and reusing old event materials. In future, we should aim to make more events that reuse old event materials
- Perform pre-event briefing for ISAs next time to make ISAs more informed and aware of the runnings of the event and what is expected of them, emphasising starting conversations and facilitating interpersonal rapport between the students
- Received only 13 responses despite near-full attendance and combined efforts of OBs and ISAs to encourage more participation
 - Some individuals may have scanned the QR code but didn’t complete the form
 - To improve engagement, it would be more effective to require attendees to fill out the form and double-check completion before leaving the venue, or perhaps give out certain decorations as incentive
- Whilst it was aimed to encouraging bonding between students, many students who with groups of friends, whilst some others came alone, potentially restricting initial conversations with unfamiliar faces

5. Budget

Items	Quantity	Unit Cost (AUD)	Total Cost (AUD)
Notebooks	30	\$1	\$30
Colourful pens	3	\$10	\$30
Glitter markers	2	\$10	\$20
Sticker – Junk Journal Pad	2	\$5	\$10
Sticker – Timeless Pad	2	\$5	\$10
Coffee tab	1	\$200	\$200
Washi tapes	1	\$15	\$15
Miscellaneous	43	\$0.95	\$41

TOTAL	\$356
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A total of **\$356** has been allocated for this event, with the breakdown as listed below:

5. Conclusion

The Welfare Department aimed to provide meaningful support and foster a stronger sense of community for international students at the University of Melbourne. This concludes our report for the Glovey's Get-Togethers Initiative. Overall, the event received positive feedback and was successful in creating a fun space where students could come and destress.

Please do not hesitate to contact the Welfare Department should you have any queries.

Prepared by,

Declan LEE, Cody LUO, Tanya PARASHAR, Clementine LI

Welfare Department 2025/26

UMSU International

ISA August Intake 2026 Report

Central Committee Meeting #3, 2026

1. Introduction

The ISA Recruitment 2026 is divided into two parts: July Intake and August Intake (further explained in a separate proposal). The July intake mainly functions to recruit ISAs for the upcoming events before the start of the upcoming semester. Meanwhile, the ISAs from August Intake will focus on supporting any events going to be conducted after the start of Semester 2, 2026.

With regards to the July recruitment period, the process consisted of the ISA application, interview and selection. The team in charge of organising this event involved all the Human Resources (HR) department members.

2. Objectives

- Start recruiting and selecting the new batch of ISAs for Semester 2, 2026.
- Recruit around 30 ISAs out of 102 applications for the August Intake.
- To gain manpower for events during Semester 2, 2026 and Semester 1, 2027.
- Allow multiple opportunities for students of the University of Melbourne to be more involved in the university community and activities in 2026/27.

3. Event Timeline

Date (might change depending on committee members' availability)	Activity	Descriptions	PIC
Pre-event Preparations			
2/08/2026 - 8/08/2026	Contact M&M and Start Teamwork	Contact M&M for ISA Recruitment Promotion Posters	Haylyn H00
	Application & Interview Preparations	Make Application Form, Interview Questions/ Slides	Haylyn H00

Event Day			
9/08/2026 - 18/08/2026	Open ISA Application	Application will be opened to all University of Melbourne's students	Haylyn HOO
18/08/2026 - 20/08/2026	First round selection	First round selection includes filtering, interview slot allocation (for both ISAs and Committee Members), send out interview emails	Haylyn HOO, Rhea FAN
21/08/ 2026 - 23/08/2026	Interviews & Selection	Conduct ISA interviews & Selecting ISAs	Haylyn HOO, Rhea FAN
Post Event			
24/08/2026	Send Emails	Send out acceptance and rejection emails for candidates	Haylyn HOO
29/082026	Big Day Out	A welcoming and induction event for ISAs	Haylyn HOO, Rhea FAN, Zoe MOK, Samantha SUHENDRA, Tisya DOGRA

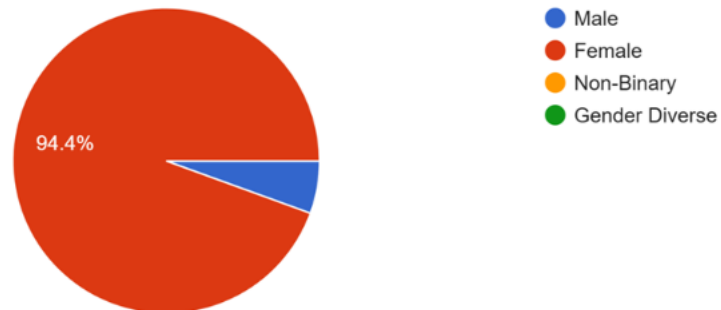
4. Application Results and Statistics (July 2026 Intake)

Out of 102 applicants, 61 candidates were selected for the second round of the application process. For the August term, the HR department has selected 36 ISAs. Here are the statistics of the ISAs:

a) Gender

Gender

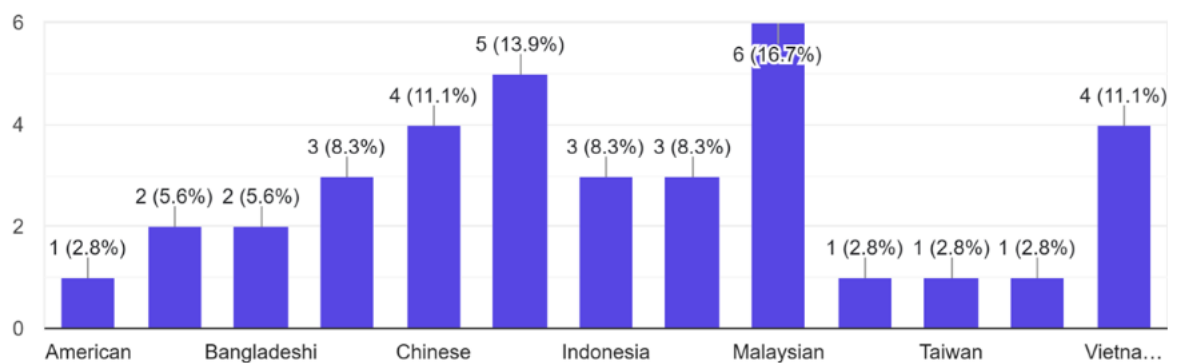
36 responses



b) Nationality

Nationality

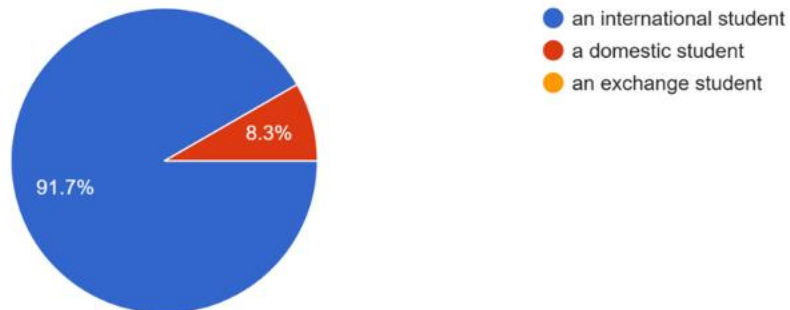
36 responses



c) Student Status (Local/International Student)

I am...

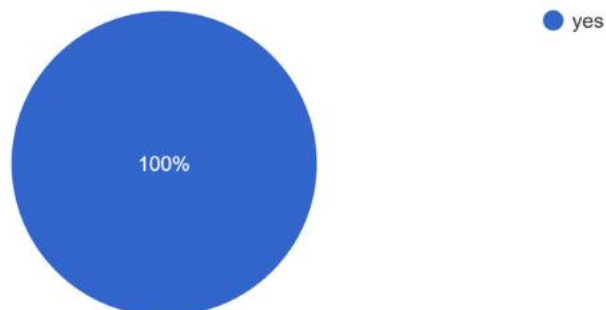
36 responses



d) *Onshore/Offshore*

Are you currently in Melbourne

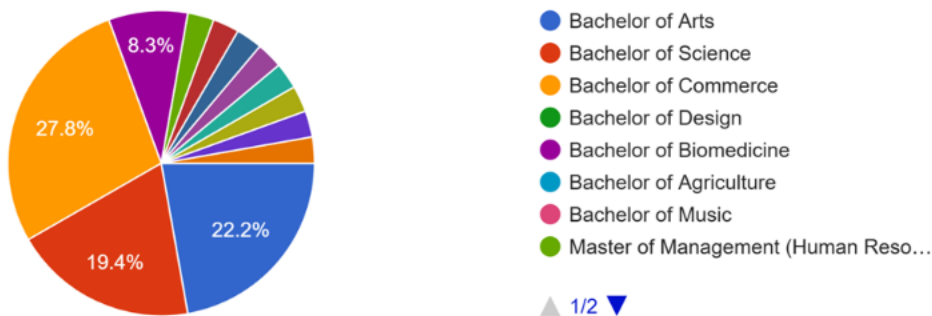
36 responses



e) *Course Title*

Course Title If you are a Master student, or your course is not listed here, please fill in the "Other" section and follow similar structure (e.g. Master of Engineering). No major needed*

36 responses



5. Conclusion

This concludes our report for the ISA Recruitment August 2026 Intake. Please do not hesitate to approach the HR department if you have any questions or suggestions.

Prepared by,

Haylyn HOO

Human Resources Director 2026/27

UMSU International

6. Other Business

- Agenda item submission
- UMSU general election

7. Next Meeting

CCM #4

Date : Tuesday, 15th September, 2026 (18:00)

Venue : TBC