

Agenda

Central Committee Meeting #7 – 13 March 2020

Time : 16 30

Venue : PAR-Old Physics-G16 (Jim Potter Room)

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. Confirmation of Previous Minutes
3. Matters Arising from Previous Minutes

4. UMSU's Recent Stand on India

5. Proposal
 - 5.1. Head of Clubs Semester 1 2020
 - 5.2. Big Day Out and Induction 2020
 - 5.3. PR/Visa Semester 1 2020
6. Reports
 - 6.1. SWOTSNAC Semester 2 2019
 - 6.2. Summerfest 2020
 - 6.3. Fresher's Launchpad Semester 1 2020
7. Other Business

8. Next Meeting

Unconfirmed Minutes

Central Committee Meeting #6 – 25 October 2019

Date : 11th October 2019

Time : 16 30

Venue : PAR-Old Physics-G16 (Jim Potter Room)

1. Procedural Matters

1. Acknowledgement of Indigenous Owner

2. Official Welcome

3. Attendance and apologies

- **Apologies:**

- ◆ Leaving Early: Charmaine TEOH, Faith ANG, Ivy TIAHJANTO, Nishtha BANAVALLIKAR, Rebecca LEE, Trang NGUYEN

- **Without Apologies:**

- ◆ Late: Phong Noon Nan

Motion 1

Move that Standing Orders be adopted for CCM #6 at **16 36**.

Mover : Chan Jie HO

Seconder : Wendy LAM

CARRIED without contention.

4. Adoption of Agenda

Motion 2

Move that the Agenda for CCM #6 be adopted.

Mover : Jun Cheng WOO

Secunder : Mai PHAM

CARRIED without contention.

2. Matters Arising from Previous Minutes

3. Confirmation of Previous Minutes

Motion 3

Move that the minutes of CCM #5 be accepted and confirmed as a true and accurate record.

Mover : Jason LI

Secunder : Megan PAT

Motion carried.

Motion 4

Move that the Summerfest 2020 Proposal be accepted with Amendment.

Mover : Claryss KUAN

Secunder : Stefan MARBUN

Motion carried.

Motion 5

Move that the UMSU INTL Film Festival 2020 Proposal be accepted with Amendment.

Mover : Caityn Tania DEAN

Seconders : Nishtha BANAVALLIKAR

Motion carried.

Motion 6

Move that the Fresher's Launchpad Semester 1 Proposal be accepted.

Mover : Claudia HUANG

Seconders : Sean NG

Motion carried.

Motion 7

Move that the Customised Goods 2020 Proposal be accepted with Amendment.

Mover : Janelle WONG

Seconders : Xiao Jing ONG

Motion carried.

Motion 8

Move that the UMSU International Office Bearer's Camp 2019 Final Report be accepted.

Mover : Xinling LU

Secunder : Wendy LAM

Motion carried.

Motion 9

Move that the Exam Pack Giveaway Semester 2 2019 Report be accepted.

Mover : Jun Cheng WOO

Secunder : Damien YEO

Motion carried.

Motion 10

Move that the Festival of Nations/Professional Mingle 2019 Appreciation Night Final Report be accepted.

Mover : Jason LI

Secunder : Kezia PRANATA

Motion carried.

Motion 11

Move that the ISA Appreciation Night Semester 2 2019 Report be accepted with Amendment.

Mover : Marissa TAN

Seconder : Ammar LATIF

Motion carried.

5. Other matters

Motion 12

Move that Standing Orders be suspended at 19:19.

Mover : Christabella MAHENDRA

Seconder : Xiao Jing ONG

Motion carried.

Motion 13

Move that CCM #6 be adjourned at **19:20**.

Mover : Caityn Tania DEAN

Seconder : Dominic YEW

Motion carried.

Prepared by,

Vincent Immanuel Chaidir
Secretary 2019/2020
UMSU International

UMSU's Recent Stand on India

Background

On January 22 2020, UMSU Student Council discussed recent violence in India and issues around Hindu Supremacy and Islamophobia in India. There were two motions raised in the Council. The first one asked for the following action:

"I would greatly appreciate UMSU publishing a statement, online or in whichever medium is most appropriate, expressing the sentiments of solidarity with the students of Jamia Millia Islamia and Jawaharlal Nehru University in Delhi and with the JNU Students' Union I outlined in the platform section; and offering support to international students from India who may have friends or relatives affected in these attacks."

This motion was passed with a small amendment by Srishti Chatterjee.

The second motion stated the following:

"Preamble

The modern day state of India is a state built on apartheid and genocide. Since its inception in 1947, minorities such as Sikhs and Muslims have been treated as second class citizens in favour of upholding the Hindutva (Hindu Supremacy) ideology that India was built on.

You don't have to look too far past the privileged bubble that many live in to see Muslim beef sellers getting lynched in the streets, Sikh truck drivers being shot by the police and any activists who dare bring this up are arrested, executed or 'disappeared'. This is amplified by the 2019 Citizenship Amendment Act which essentially brands Muslims as non-citizens of India and the subsequent heavy handed crackdown on protesters- many of them students- against this bill.

It's easy for many who call themselves progressives to chalk this up to simply nationalistic sentiment drummed up Modi and the BJP in recent years, however this privileged outlook forgets that the very state many call Bharat or Mother India is built on the blood and bones of minorities. It's true that the founder of the BJP idolised Hitler and Mossoulini's ideas of racial purity and kept a copy of Mein Kampf by his bedside, but so called 'revolutionary' and hero of the nation, Mahatma Gandhi was a racist who would fit right in with the modern day's BJP views on race. While Gandhi was in South Africa he wrote that white people there should be "the predominating race." and that black people "are troublesome, very dirty and live like animals." The same man whose statues are getting torn down in Ghana is the same one on the official currency of India and who is revered as the founding father of the nation.

Despite making up 2% of the population, 80% of the people killed by the British for anti-colonial struggle were Sikhs but a centrist collaborationist in Gandhi is revered across the nation for 'nonviolent struggle.' Living a cushy life licking the boots of the English doesn't make you a hero, it makes you a sell out. Sikhs are the ones who took the bullets of the English for Hindus to live peacefully, and in return what do Sikhs get? Their holiest shrine invaded on their holy day and 100,000 youth killed over a 10 year genocide. It's important to remember that all of this happened under the so called 'progressive' alternative to the BJP, Congress.

There is no redeeming quality about the state of India, its founders and its institutions stand on the graves of millions of dead minorities. UMSU calls itself a progressive student union that stands with oppressed people in their struggle, it's time to put its money where its mouth is and recognise the state of India for what it is.

Motion



UMSU recognises that the modern day state of India is a state built on apartheid and genocide UMSU recognises that the struggle for Indian independence was led by minorities

UMSU recognises that minorities in India are oppressed to this day and oppression will not stop unless there is self-determination for all oppressed peoples across the world

UMSU pledges to boycott institutions that promote the state of India or Hindutva ideology

The UMSU President is directed to publish a statement of solidarity with students currently protesting anti-Muslim laws as well as a statement condemning India's existence as an oppressive state on UMSU Facebook."

The following amendments were proposed and were amenable:

1. *UMSU stands against all forms of Islamophobia*
2. *UMSU stands in solidarity with the Dalit community, previously unmentioned, that have been treated as inferior citizens and humans.*
3. *2. UMSU stands in solidarity with the women leading the struggle in Shaheen Bagh, and subsequently, Park Circus Maidan, lest they be forgotten.*
4. *3. UMSU condemns of the internet and communications ban, and Human Rights Violation in Kashmir.*

The following motion was not amenable:

UMSU clearly defining the State of India to be the ruling party and its Hindutva ideology, and not any other representation of our nation such as flags and anthems, and events with a cultural connection to the people of India. When we extend solidarity to the dissent of the people against the government, we cannot at the same time, boycott the whole state. In a democracy, the ruling party is not the whole nation. Indian students, who are often on the receiving end of intense racism in University, need to be kept safe, because a lot of their families are affected by this, and it is important to clarify and word it carefully to not vilify every association with the Indian state.

Motion

1. UMSU INTL stands in solidarity with all students in India who are protesting for Indian Constitutional values.
2. UMSU INTL condemns UMSU's xenophobic stand on India.
3. UMSU INTL extends support to all Indian students at the University of Melbourne who have felt discriminated against by the actions of UMSU's Student Council.
4. UMSU INTL calls upon UMSU to refrain expressing opinions on matters that are extremely complicated results of colonialism and of which UMSU Student Council Members have little or no understanding of. UMSU INTL also requests UMSU to consider avoiding such actions towards any other countries as Student Council Members may not be a diverse enough group of people to express opinions on these matters.

Head of Clubs Semester 1 2020 Proposal
 Central Committee Meeting #7 – Friday 13th March 2020

1. Introduction

Date : 18th March 2020 (Wednesday)
 Time : 6PM - 8.30PM
 Venue : Old Arts-124 (Theatre C)
 Participants: Executive Committee (2 people maximum from each club), UMSU International Executive Committee and Directors
 Estimated Number of Participants: 80

2. Objectives

- To introduce UMSU International facilities and increase the club’s awareness amongst existing clubs within the University of Melbourne community.
- To foster professional relations between UMSU International with existing University of Melbourne clubs.
- To introduce clubs to the grants available from UMSU International and the SSAF.
- To create an open platform for clubs to publicize their events for the semesters, and discuss potential challenges and problems they may be facing.

3. Budget

Item	Price
Catering	\$900.00
Miscellaneous	\$90.00
Total	\$990.00

4. Timeline & Preparation

Week	Task
Week 1	<ul style="list-style-type: none"> • Invite executive committee members of existing clubs formally via email, or through other means such as social media. • Ask about dietary requirements. • Find and negotiate with a caterer. • Book and finalize the venue. • Start working on slides for HOC meeting.

Week 2	<ul style="list-style-type: none"> • Have the HOC slides ready. • Confirm the number of participants. • Confirm serving size with caterer. • Purchase cutlery and drinks for attendees. • Discuss with UMSU International OB's and assign them with specific roles for the day of the HOC event. • Kindly remind invited executive club members of the HOC event via email and informally through social media. • Kindly remind UMSU Intl OB's of their tasks and the day of the HOC event.
Week 3	<ul style="list-style-type: none"> • The event will occur on Wednesday, 18th March, at approximately 6PM.

5. Event Rundown

Time	Activity
5.30PM	OBs and ISAs in charge will prepare the venue, open up registration for participants as well as mingle with club representatives in the venue.
6.00PM	The event will occur on Wednesday, 18th March, at approximately 6PM. The President of UMSU International would give a short welcome speech to commence the event.
6.15PM	The session will then begin by introducing the directors and the executive committee of UMSU International 2019/2020 as well as the events we will be hosting throughout the semester. Then, participants will be briefed in regards to the facilities UMSU International provides. The P&S department will inform participants to approach the P&S team should they face any difficulties and require any assistance. At the same time, participants will be notified about major UMSU International events for the semester, and in particular, Nightmarket. Participants will also have the opportunity to introduce their club and events.
7.25PM	A Q&A session will be opened to the floor to help address any enquiries.
7.40PM	At the end of the meeting, participants would be invited to head out for dinner, and would be encouraged to take the opportunity to mingle around with other clubs.
8.30PM	The event would conclude at about 8.30PM.

6. Conclusion

The Partnership and Sponsorship department believes and hopes that by organising the Head of Clubs meeting, clubs at the University of Melbourne would be more aware of UMSU International and the services provided, in particular, new clubs that might not have any prior listing with UMSU International. 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, and perhaps, in conjunction with some clubs, organize joint events or collaborate with UMSU International in the future.

If there are any questions or suggestions, please feel free to approach either myself or the Partnership and Sponsorship officers.

Prepared by,

**Rebecca Lee
Partnership & Sponsorship Director 2019/20
UMSU International**

ISA Big Day Out + Induction Semester 1 2020 Proposal

Central Committee Meeting #7 - 13th March 2020

1. Introduction

This event serves as an initial meeting between new International Student Ambassadors and Office Bearers who would be working together for the next year. Big Day Out serves as a bonding opportunity for Office Bearers and the new batch of ISAs with the induction serving as a platform for introductions to the roles and responsibilities the volunteers should look forward to in their upcoming term. The Induction also allows each department to explain the new batch of ISAs their roles in the committee. The team in charge of organising this event will consist of current ISAs and members of the HR department.

Coordinators: Christabella Alicia Mahendra, Marissa Symone Tan, Ammar Asyraf

Date: Saturday 21st March 2020

Time: 10:00am - 3:30pm

Venue: PAR-Chemistry-371 (Senior Theatre), North Court, Members Lounge

Number of Attendees: 75 new ISAs, 31 Office Bearers, 15 current ISAs

2. Aim

- An initial meeting between new, old ISAs and OBs.
- An opportunity to socialise between officers and volunteers.
- Explain the roles and responsibilities expected of ISAs over the coming year.

3. Event Flow

TIME	ACTIVITY
09:30	Set up, preparation
10:00	Registration
10:30	Ice-breaking games + taking photos
11:30	Induction
12:30	Lunch + set up games
13:30	Games

15:30	Wrap up Hand out ISA shirts Hand out photos Hand out prizes
-------	--

4. Budget

This event was allocated a budget of \$1200

Expenses	
Item	Amount (\$)
Food, drinks and cutlery	\$600
Game Items	\$100
Table and venue bookings	\$100
Prizes	\$350
Printing photos	\$50
Total Expenses	\$1200

5. Conclusion

This concludes our proposal. Please feel free to approach us if you have suggestions or questions.

Prepared by,

Christabella Alicia Mahendra
Human Resource Director 2019/2020
UMSU International

PR/Visa Workshop Semester 1 2020 Proposal Central Committee Meeting

1. Introduction

The following are the details for the workshop:

Date: Thursday, 24th March 2020

Venue: Elisabeth Murdoch - G06

Time: 12:00 pm - 2:00 pm

Target Participants: 150

2. Objectives

- To provide international students with insight into the process and pathways of obtaining a Permanent Resident visa.
- To familiarise students with any newly implemented migration policies.
- To address queries that final year/graduating students may have on visa options and/or migration.

3. Overview

The workshop will consist of two sessions. First is the PR/Visa information session in which the speaker will talk about the Australian migration policy and any recent changes that have been made in the past year. In the second part of the workshop, the speaker will take questions from students.

The workshop particularly aims to help third-year or graduating students.

The targeted number of participants is 150. Interested students will be expected to sign up through a Google Form before coming to the workshop. The students who sign up will be contacted to confirm their attendance via email.

Food and drinks will be provided after the workshop.

4. Logistics

Time	Activity
11:45 am - 12:00 pm	Set-up
12:00 pm - 12:15 pm	Registration
12:15 pm - 1:30 pm	Information session (including Q&A)
1:30 pm - 2:00 pm	Refreshments
2:00 pm - 2:30 pm	Pack-up

5. Delegation of Task

Office Bearer(s)	Task
Dominic YEW Jun Cheng WOO	<ul style="list-style-type: none"> • Coordinators
Sean NG	<ul style="list-style-type: none"> • Design the registration form • Sending the acceptance, rejection, waitlist, and reminder emails • Create feedback form for participants
Megan PAT	<ul style="list-style-type: none"> • HR liaison and ISA task allocation on the event day
Albert Halim Claudia Huang	<ul style="list-style-type: none"> • Order and collect food on the event day • Buying the appreciation gift for the speaker

6. Timeline

Week	Task
1 & 2	<ul style="list-style-type: none"> • Confirm the venue and the speaker for that event. • Liaise with the Media and Communication department in finalising the publicity material
3	<ul style="list-style-type: none"> • Beginning of publicity and online registration
4	<ul style="list-style-type: none"> • Event day (22nd August 2019)

7. Budget

The budget for this event will be **AUD\$600**. The following is the breakdown of the budget:

Items	Price
Food and drinks	\$500
Appreciation gift for the speaker	\$70
Miscellaneous	\$30

8. Conclusion

This concludes the proposal for PR/Visa Workshop, Semester 1 2020. Please feel free to approach the Education and Welfare team should you have any queries or concerns. Thank you.

**Prepared by,
Dominic YEW & Jun Cheng WOO
Education and Welfare Officers 2019/2020
UMSU International**

SWOT SNACC Semester 2 2019 Final Report

Central Committee Meeting #

1. Introduction

This report concludes SWOT SNACC, which was held from the 28th of October to the 31st of October amidst the SWOTVAC period. The objective of the event is as follows:

To provide conducive study spaces along with an assortment of healthy 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.

The event details are as follows:

Date & Time: Monday (28 Oct) - Thursday (31 Oct) [Duration: 4 days]

Location:

- John Medley East

Attendance: 50 - 100 students

2. Event Flow

Event flow for all days of the event

9.30am - 10am	OBs and ISAs in charge would arrive at the lounge to collect snacks for the day
10.00am - 5.55pm	Study Session commences, participants, ISAs and OBs stream in and out of the rooms as they please to study.
5.55pm - 6.10pm	OBs and ISAs in charge commence pack up and the tidying of rooms. All the extra food was taken back to the lounge.

3. Expenditure

	Amount
Budget Allocated	\$700
Budget Expenses (food and transportation)	\$680.30
Budget Surplus	\$19.70

4. Feedback and Suggestions

4.1. Venue

The venue was very small. At times, it was not able to accommodate the overwhelming amount of participants who attended the event. Despite initial efforts, the targeted rooms of Arts West could not be acquired. Hence, if this event were to ever take place in the future, it is highly advised that the

committee of the day once again attempt to book rooms within the Arts West. (or rooms that are bigger and cozier)

4.2 Food

Most of the food was eaten by either OBs or ISAs. Despite not running into any food shortages, it is again encouraged that OBs and ISAs allow for the food to be consumed by participants.

5. Conclusion

This marks the end of the report for SWOT-SNACC 2019. Overall, the event was a success despite the problems encountered, and the turn out was good for an event that is the first of its kind. The event team did a good job in ensuring that the event went smoothly.

We would like to express our gratitude to all the ISAs and the OBs who helped make the event successful. Please do not hesitate to contact the Education and Welfare department should you have any further queries or concerns.

Prepared by
Sean Ng
Education and Welfare Officer 2019/20
UMSU International

SummerFest 2020 Final Report

Central Committee Meeting #7 – Friday 13th March 2020

1. Introduction

This report summarises Summerfest 2020, which covers the period of 26th February 2020, Wednesday, to 1st March 2020, Sunday. Activities include Goodie Bag Packing, Carnival Day, Food Adventure, Beach Please, and Grand Getaway.

2. Activities and Events

This section details the activities and events held during the relevant period.

1. Summerfest Publicity

Facebook event pages were put up 3 weeks before the events. (Food Adventure: 448 responses, Beach Please: 227 responses, Grand Getaway: 171 responses)

Goodie bags were given out during Carnival Day to attract students, and in exchange for the goodie bags, students have to like and follow UMSU Intl Facebook page or Instagram Account, and press going for our future events.

Our info booklet and flyers were also added into the Goodie Bag to promote UMSU International and our future events.

Social Media

- Facebook Likes: 10407 (571 new page likes in between 26 February - 3 March)
- Facebook Followers: 10919 (589 increase in followers between 26 February - 3 March)
- Instagram Followers: 2515 (increase in 185 followers between 26 February - 3 March)

2. Goodie bag packing

Coordinator: Chan Jie HO, Xiao Jing ONG & Rebecca Ka Mun LEE

Date: Monday, 24th February 2020

Time: 10am – 5pm

Venue: UMSU International Lounge

Manpower: 8 OBs & 8 ISAs

We packed 750 goodie bags, consisting of:

- UMSU Intl customised merchandise including:
 - Tote bag
 - Water bottle
 - Umbrella
 - Notebook
 - Folder
 - Metal Straw + Brush set
- UMSU Intl Info booklet
- Flyers for:
 - International Film Festival
 - Fresher's Launchpad
 - ISA Program
- Vouchers for:
 - Flovie
 - Narocha
 - Scotts
 - Tealive
 - David's Hotpot
 - KT Mart
- Buono Ice cream mochi
- Julie's biscuits
- Old Town coffee sachet

All the UMSU international customised merchandise and info booklet were provided by our Media and Communications department. The merchandise arrived in January, a month before the goodie bag packing.

The vouchers and sponsored goods came from our Partnership and Sponsorship department.

Sponsor	Expected Amount	Actual Amount
Buono Mochi	x600 boxes	x600 boxes
David's Hotpot	x800 assorted vouchers	x807 assorted vouchers
Flovie	x750 free hot drink vouchers	x750 free hot drink vouchers
KT Mart	x750 10% off vouchers	x750 10% off vouchers
Narocha	x750 20% off vouchers	x217 20% off vouchers
Oriental Merchant	x750 assorted snacks	<ul style="list-style-type: none"> • x7 cartons of Julie's biscuits • x3 cartons of Old Town Coffee samples

Scott's Print & Design	x750 vouchers	x750 \$25 off vouchers
Tealive	x750 vouchers	x750 buy 1-get-1-free vouchers

57 goodie bags were reserved for OBs and ISAs who helped out during the goodie bag packing and other O-week events. Bags with missing items were reserved as prizes for Big Day Out.

1. Problems encountered and suggestions for next year

- We had ordered 750 of each merchandise, however the following were noted: 12 missing straws; 23 missing bottles (inclusive of 1 broken); 90 late notebooks (coming in late March). Due to the substantial number of late notebooks, we decided to substitute it for our UMSU Intl customised clear folder. Those with missing straws or bottles would be kept as prizes for our Big Day Out event.
- There were no rooms available to be booked for us to store the goodie bags after packing, and they had to be kept in the lounge overnight. This was fine as the lounge was locked, but it would be advisable for the future committee to try to book the Mary Cooke room in advance.
- Some of the promotional material for the upcoming events like International Film Festival were not finalised in time and had to be folded and given out separately. This led to more things on the tables and less space to store the goodie bags. It is advisable that since the Summer is three months long, that all discussion for promotional materials start at the beginning of the holiday and have the design finalised by the middle of the holidays. This may include promotional material for events like Night Market.

3. Carnival Day

Coordinator: Chan Jie HO, Zill-E RAHIM
 Date: Wednesday, 26th February 2020
 Time: 10am – 4pm (including set-up and cleanup)
 Venue: South Lawn
 Manpower: 14 OBs & 10 ISAs
 Budget: \$300

1. Table arrangement

Location was at the South Lawn with 4 truss tables under two marquees. Two tables were used for event sign-up, one was for goodie bag giveaway and one was to put the goodie bags on so as to avoid leaving it on the wet grass as it was raining.

ii. Event sign-up

Only cash was accepted for sign-ups for all events. At least one coordinator per event, unless both were unavailable, were assigned to handle the registration for their own event so they could answer any questions that the students had about the event. Lines were assigned to a specific event, i.e. students queued for the event they wanted and signed up with the coordinators. One ExCo/Director was in charge of money handling and the issue of receipts while the event coordinator would be in charge of checking google form submission and answering any questions.

\$5 was charged as deposit for Food Adventure and Beach Please, while \$20 was charged for Grand Getaway. Receipts were issued after each payment and participants were reminded to keep it safe as they had to present their receipt during registration during Food Adventure and Beach Please in order for us to return their deposit.

All events were fully signed up, but we still opened up the waiting list online at 4pm in the case that people pulled out before the event.

During the event sign-up, Food Adventure was the most popular with a very long line with most participants being the older students who have been on our previous Food Adventure or heard about it before. Food Adventure was the first event to sell out. Grand Getaway had a good start with most participants signing up after hearing about the cruise, but the line started to disappear after half the slots were filled. Moreover, our Beach Please event had trouble with attracting participants – with only three people signing up in the first half hour. Both these events eventually gained more people after Food Adventure was fully signed up.

iii. Goodie bags

Participants needed to like our UMSU Intl Facebook page, follow us on Instagram, and click going to our future events like International Film Festival and Night Market in order to receive our goodie bags and ice cream mochi. We cut the line at around 12:15pm and all the goodie bags were given out at around 1pm. There was an excess of ice cream mochi on the table which were given out to the people who were still in line.

iv. Popcorn machine

We gave out bags of popcorn as a way to attract more people, where most of the people who collected the popcorn came from the line that was for the goodie bags.

v. Deposit collection

\$885 was collected for the deposit for Food Adventure and Beach Please, while \$1320 was collected from both packages for Grand Getaway. Breakdown is as follows:

- Food Adventure: \$5 x 113 = \$565
- Beach Please: \$5 x 64 = \$320
- Grand Getaway: \$20 x 66 = \$1320

vi. Expenditure

Expenditure	Amount
Fuel for collection of sponsored goods	\$25
Total	\$25 as compared to \$97.80 from last year

vii. Problems encountered and suggestions for next year

- The process of transporting the goodie bags took very long and this was further emphasised with the limited amount of dry space available as it was raining, which led to wet, muddy grass on South Lawn. If it were to rain on Carnival Day in the future, it would be good to invest in some waterproof mats. It is also advisable to have more OBs/ISAs available for transporting goodie bags.
- This also applies to the transportation of frozen items like the ice cream mochi. The frozen items had to be brought from the freezer in Union House to the South Lawn using a very limited number of eskies that were not being used for storage at South Lawn itself. Some OBs/ISAs resorted to carrying them to South Lawn without the eskies, but this may not be practical if Carnival Day had been hotter. One suggestion is to have better storage for the frozen items nearer to South Lawn if it were to be used again and also to have more eskies available for transporting them.
- Event sign up was significantly slower compared to Winterfest as there was only one laptop for each event. It would be better to have two laptops per event in the case that students line up in separate lines for each event.

- With the line for Food Adventure being very long, a lot of people who were attracted by the long line ended up not knowing what they were lining up for. Better signage should be utilised. Those in charge of line management should also be briefed more on what the lines are for so as to be able to guide students to the correct line.
- The goodie bag line was extremely long, with over 300 people lining up at the same time. This led to the line having to swivel around a lot so as to not block the stage. Those in charge of line management needs to be better briefed on how the direction of a line of this length should be directed towards.
- The popcorn did not do a good job in attracting students as it was blocked by the goodie bag line and it also took a long while for UMSU Events to provide refills for the machine as they were busy coordinating the other parts of Summerfest. If the popcorn machine is to be used again in the future, it would be good to ensure that more of the popcorn kernels, oil, and salt be given at the start of the event.
- The marquee was a little cramped with so many people in two small marquees. One suggestion is to limit the number of people who can be in the marquee to those who are in charge of registration and goodie bag and snack/refreshment giveaway only. Another suggestion could be to ask for a larger marquee.

4. Food Adventure

Coordinator: Faith ANG, Thanh Mai PHAM

Date: Friday, 28th February 2020

Time: 10am – 3:30pm

Venue: Richmond & South Yarra

Manpower: 18 OBs & 7 ISAs

Budget: \$3800

Target: 112 participants (56 for Richmond, 56 for South Yarra)

Actual: 56 participants (Richmond) & 58 (South Yarra) = 114 participants in total

1. Flow of event

Activities	Richmond	South Yarra
Briefing	<ul style="list-style-type: none"> Briefing for travel buddies, game masters and station masters took place from 9.30-10am. Info sheets for the various roles were given out then. 	
Registration	<ul style="list-style-type: none"> Participants registration started at 10am and was smooth. Some participants requested a change in route/group during registration. 	
Introduction - presentation slide about UMSU INTL and Food Adventure	<ul style="list-style-type: none"> Briefing started at 10.35am Presentation and briefing ended at 10.50am and groups made their way to Richmond. 	<ul style="list-style-type: none"> Briefing started at 10.30am Presentation ended at 10.45am and groups left for South Yarra.
The Adventure 11.45-3.30pm	<ul style="list-style-type: none"> Each group were given 45 mins to dine in each location with an additional 15 mins walking time to the next location. The Adventure concluded promptly at 3.30PM. 	<ul style="list-style-type: none"> Each group spent an hour in each restaurant. The Adventure ended at 3.30p.m

ii. Budget Breakdown

Richmond (inclusive of lunch for station masters/travel buddies)

Expenditure	Amount	
On It Burgers	<ul style="list-style-type: none"> 64 x burger sliders 64 x fries 64 x canned drinks Station master's meal: \$10 	\$76.00
Singa Pura	<ul style="list-style-type: none"> 16 x Traditional Carrot Cake - Black/White 6 x Singapore Chilli Crabs 6 x Hainanese Chicken Rice 8 x Fried Kway Teow (Chicken/Vegetarian) 6 x Satay Chicken (8 Satay per group) 	\$718.35

	<ul style="list-style-type: none"> • 2 x Stir Fried Vegetables • 8 x 1 Jug of Teh Tarik (1L) 	
Bonbons Bakery	<ul style="list-style-type: none"> • 60 donuts • 20 pastries 	\$244.00
Lunch for station/ game masters and photographer	Individual meals for 4 ISAs and 1 photographer	\$71.00
Prizes & Miscellaneous	<ul style="list-style-type: none"> • 4 x Lindt Varieties Bag • 4 x Arnotts Shapes • 1 x Lindor Cornet Assorted • 4 x Loacker Classic Wafer • 4 x Mars Bar 12pcs • 5 x Lindt Excellence • 1 x Loacker Quadratini Wafer • 1 x Haribo Goldbears 	\$89.50
Total (incl. GST)		\$1882.85

South Yarra (inclusive of lunch for station masters/travel buddies)

Expenditure		Amount
Mopho Canteen	<ul style="list-style-type: none"> • 70 bread rolls • 70 cans of soft drink 	\$808.80
La Porchetta	<ul style="list-style-type: none"> • 10 Large Pizzas • 8 Main pastas • 8 Salt and pepper squid • 4 Mediterranean salad • 4 Caesar salad • 10 Garlic breads • 4 Chicken and mushroom risottos 	\$800.00
Bistro Morgan	<ul style="list-style-type: none"> • 70 doughnuts 	\$245.00
Prizes & Miscellaneous	<ul style="list-style-type: none"> • 2 packs of napkin • 1 pack of paper plate • 3 packs of candy • 2 packs of Mars bar 	\$17.55
Total (incl. GST)		\$1871.35

Final budget breakdown

Expenditure	Amount
Richmond	\$1882.85
South Yarra	\$1871.35
Total (incl. GST)	\$3754.20

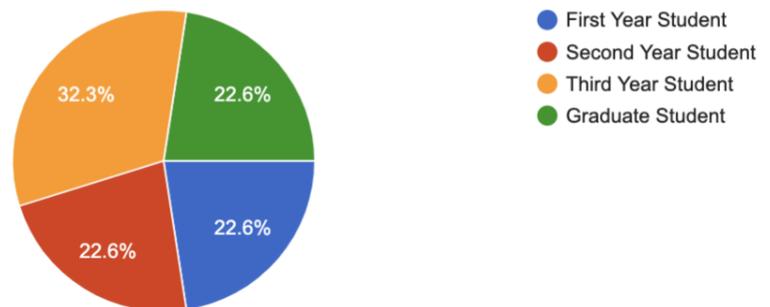
iii. Feedback statistics

Richmond

31 Feedbacks

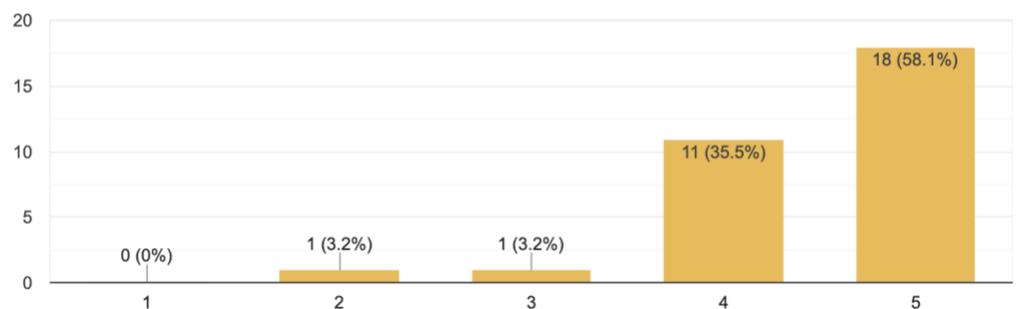
What type of student are you?

31 responses



How was the quality of the food?

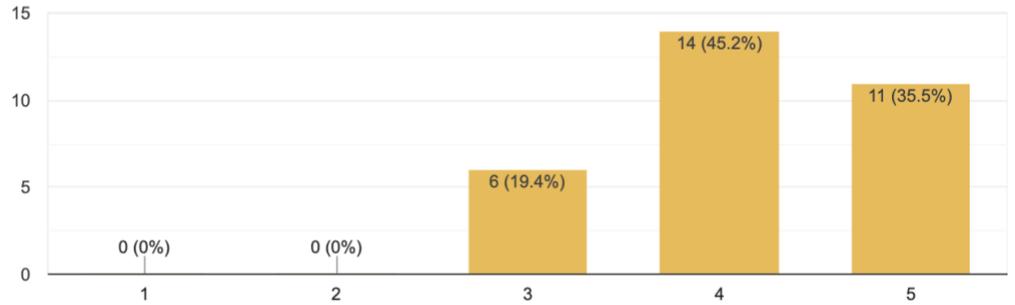
31 responses



How was the food portion?

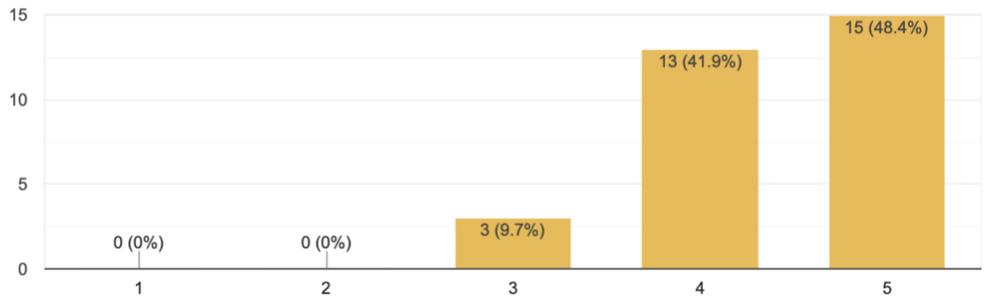


31 responses



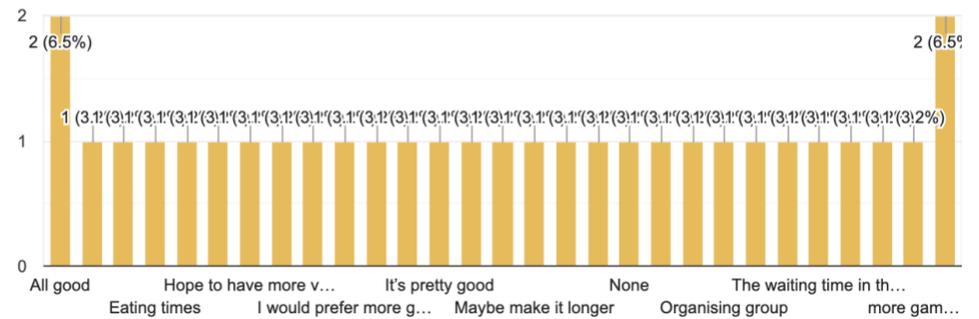
Were the games enjoyable?

31 responses



What are some areas we can improve on?

31 responses



Other comments?

31 responses

None

none

A very enjoyable event

Overall I enjoyed the experience would recommend to both international and domestic students

good

When signing up, the officer should tell us that it is possible to sign up as a group

Claryss is amazing.

More games!

Food had a good variety of cuisines which was great.

Thank you!!!

This activity is pretty good, i met a lot of good friends

(y)

Nope

No

My group leader was such a cutie, made everything a lot better.

Good

None

Loved my group!!

Fantastic

Enjoyed it!

We can see that people organising are really involved thats cool !

Amazing

-

Nop, thanks for the organisation of this day it was great!

Please continue to do it in the similar manner.

Vincent was an approachable and fun team buddy

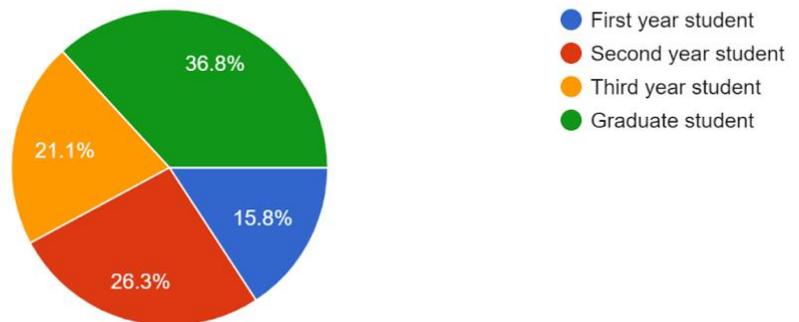
All good

South Yarra

19 feedbacks

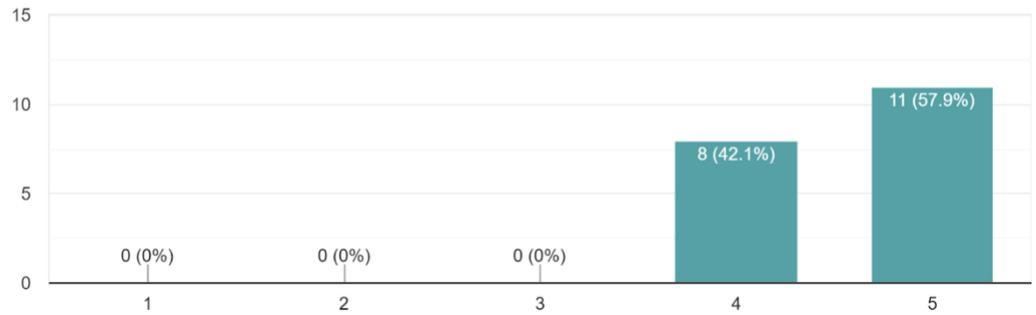
What type of student are you?

19 responses



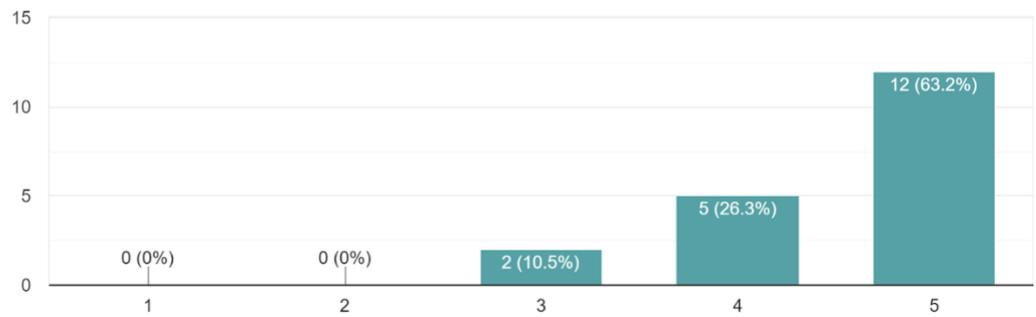
How satisfied were you with the event?

19 responses



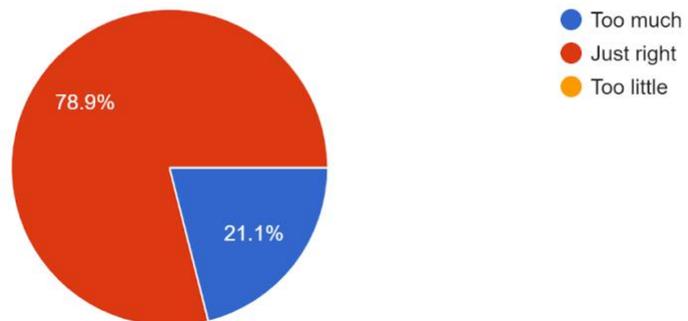
How was the quality of the food?

19 responses



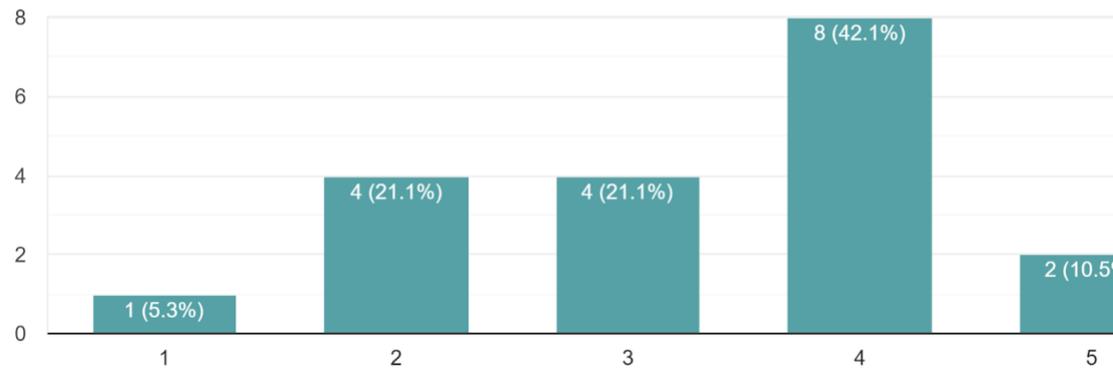
Was the amount of food enough?

19 responses



Were the games enjoyable?

19 responses



What was the best part about Food Adventure? 16 responses

The delicious food and the good company
 new friends from all over the world
 Meeting new people
 Food food and more food
 The choices of food
 The food was amazing. The ice breaking game was also great.

A great way to meet new friends and have some fun.
 free food!
 Making friends
 Food and bonding!
 Food
 The food!!!! I love the donuts ♡
 The food and the people are nice and friendly
 Food + the People!
 Donuts
 Great Bahn Mi
 Having a diverse range of foods and having plenty of time to eat and chat. It was also great that everyone was friendly.

iv. Problems encountered

Richmond:

- Some people did not understand “indication of preference” on the google form and wanted to switch routes on the day of the event, resulting in logistical issues.

- Kitchen at Singa Pura was slow in cooking the food, resulting in groups having to wait 20-30 minutes before food was served. As such, incoming groups were told to stay put at the picnic area for a longer time.
- It was difficult to approach restaurants to work with us as many businesses are family runned and do not wish to partake in university activities.

South Yarra:

- There were some participants could not be reached via phone numbers. For future events, it is recommended that travel buddies try to contact them through different platforms.
- The number of people put South Yarra as their preferences exceeded the quota of 56 participants. This resulted in people being allocated to the other route. For future events, it is recommended to inform the participants that they would be allocated randomly.
- Two participants who paid the deposits (one of them did not confirm her attendance, the other one confirmed late) turned up to the event. One participant in the waiting list was contacted. However, there was 1 participant who did not turn up on the day so there were only 2 extra slots.
- There was a participant from the Richmond route who we tried contacting but messages could not go through. Under special consideration, this participant was moved to the South Yarra route. This led to another extra slot needing to be covered.
- There was a delay in the payment process. One of the restaurants provided the invoice very late so the payment could not go through on time. Also, there was a mistake and it appeared that the invoices were sent to finance without having been signed by UMSU CEO. As a result, the payment didn't go through. Coordinator paid the full amount and got reimbursed later.
- There was a delay in serving the foods at Mopho Canteen. This led to an extra 30 minutes delay for the Food Adventure

- Participants had to wait at the park for the doughnuts. For future events, it is recommended to find a place that is close to the store (only applicable for small shops).

v. Suggestions for next year

Richmond

- Richmond might not be the best location for Food Adventure as the suburb is not the safest.
- In the event that future coordinators decide to go to Richmond, it is recommended to work with On It Burgers. Otherwise, they have another outlet in Ferntree Gully.
- Factor in time for delays by the restaurants and make sure that station masters are communicating with travel buddies.
- 3 restaurants consisting of 2 regular meals/ 1 dessert or snack is an adequate amount of food.
- Instead of only adding a description regarding “indication of preference”, it is a good idea to add another question to make sure that participants signing up acknowledge that their chosen routes are not finalised.
- Have simple games that are under 30 minutes so that participants are able to remain interested during the entire duration of the game.
- Recommended to continue having a separate briefing for travel buddies and game/ station masters prior to the day of the event.

South Yarra

- South Yarra is a fantastic suburb for Food Adventure. However, it's a pricy suburb compared to many other good options.
- It's highly recommended to work with La Porchetta in future events. They also have various locations across Melbourne.
- The doughnuts from Bistro Morgan received lots of compliments.

- Look for more vegan options.
- It's better to have games at the start instead of in the end because people might be tired.
- Portion in each restaurant can be reduced so more restaurants can be added to the route.
- Ask for an invoice at least 3 weeks before the event to ensure enough time for the payment to go through.
- Put a question in the registration form whether they want to be in the same group with their friends to avoid people asking to switch groups/route on the day.
- If something edible is bought as a prize for the game, try to buy something that accounts for all diets.
- Travel buddies need to contact participants through different ways, not restricted to phone numbers.
- Always order at least one extra slot just in case somebody turns up on the event without confirmation (applicable to people who paid the deposit but not confirm their attendances due to different reasons).

5. Beach Please

Coordinator: Kezia Rebecca PRANATA, Jamie Sue Mae TEH

Date: Saturday, 29th February 2020

Time: 10am – 4pm

Venue: South Lawn, Port Melbourne Beach

Manpower: 8 OBs, 10 ISAs

Budget: \$1600

Target: 64 participants

Actual: 41 participants

1. Flow of event

Activities	Details
Registration	<ul style="list-style-type: none"> Registration started at 10 am. Some participants showed up only to collect their deposit.
Briefing	<ul style="list-style-type: none"> Briefing started around 10:30 am. Presentation about Beach Please and UMSU INTL ended at about 11 am and participants made their way to South Lawn.
Ice Breakers	<ul style="list-style-type: none"> Participants played ice breakers and then had a photo session for the coordinators to decide on the team with the best photo. At about 12 pm, everyone headed to the nearest tram stop to make their way to Port Melbourne.
Travel to Port Melbourne	<ul style="list-style-type: none"> Tram 1 was used and it took approximately 40 minutes for everyone to gather at the Port Melbourne beach.
Station Games	<ul style="list-style-type: none"> 4 station games were played at the beach, and each team would go against another for each game. The 4 games that were played are as follows: <ul style="list-style-type: none"> Watermelon Eating Relay Water Bucket Train Pictionary on Sand Captain Ball After the station games, all teams were gathered to head to the restaurant for lunch at about 2.45 pm.
Lunch and Prize Giving Session	<ul style="list-style-type: none"> Participants arrived at D'Lish Fish at about 3 pm and food was distributed to the teams based on their dietary requirements. When everyone finished eating their food, the participants were gathered and the top 3 teams for the station games were awarded their prizes.
Dismissal or Chill at Dog Beach	<ul style="list-style-type: none"> At about 4 pm, participants were given the choice to be dismissed to head to the dog beach nearby to chill and play volleyball.

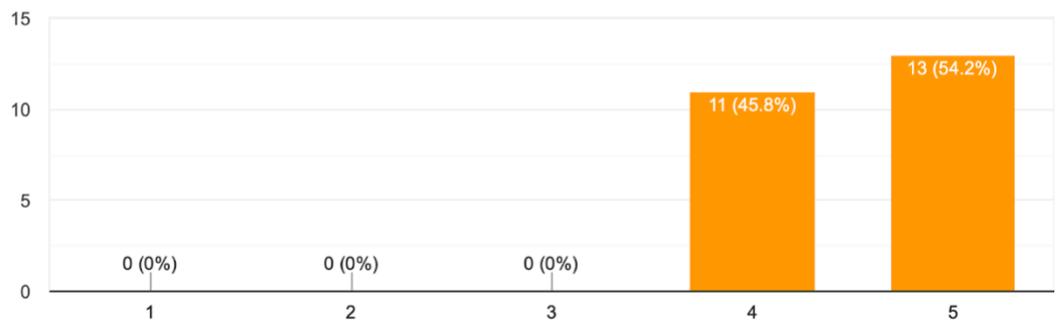
ii. Budget Breakdown

Expenditure	Amount (\$)
Prizes (Lindt chocolate, Up and Go, Indomie packs, chips, chocolate bars)	\$306.31
Station games equipments (watermelon, yakult bottles, mineral water bottles)	\$64.83
Food (D'Lish Fish; 17x Deluxe Fisherman Packs, 1x D'Lish Duet Pack, 2x The Big Veg, 2x The Burger)	\$1004.50
Miscellaneous (Water, sunblock)	\$52.08
Parking and Fuel	\$34.45
Total (incl. GST)	\$1462.17

iii. Feedback statistics

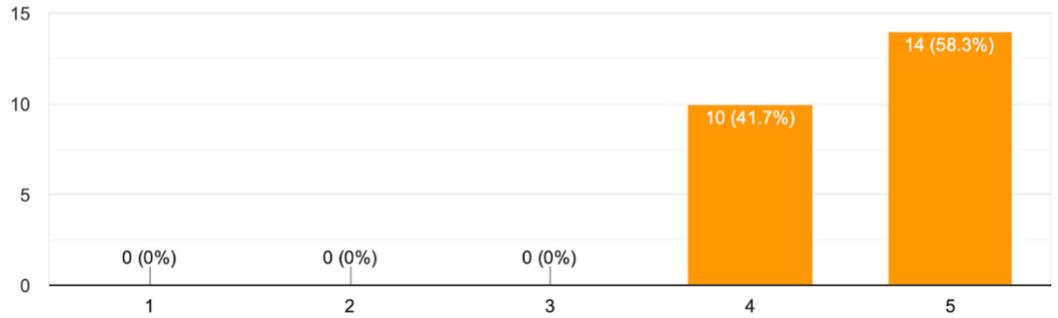
How did you find Beach Please overall?

24 responses



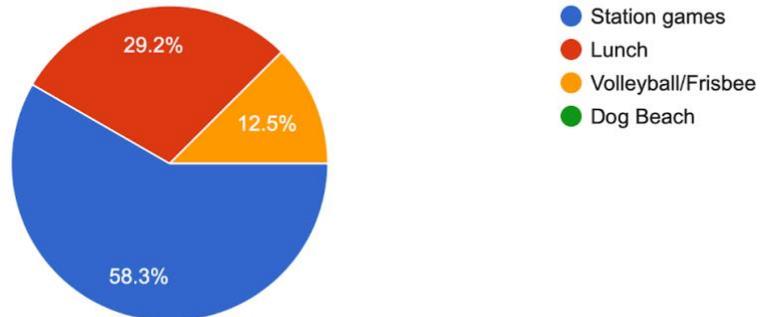
How did you enjoy the games that we played today?

24 responses



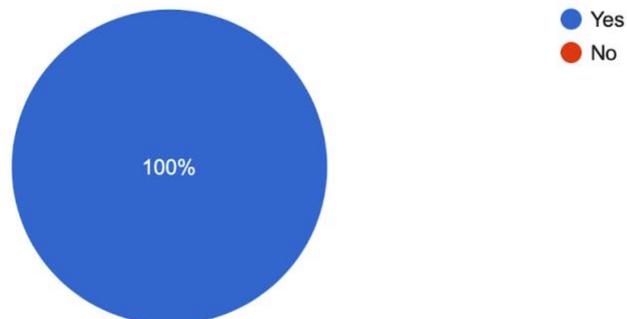
What part of the event was your favorite?

24 responses



Would you recommend Beach Please to your friends?

24 responses



Most of the feedback given was positive, however there were several opinions that the walk to the restaurant was too long.

iv. Problems occurred

- The restaurant served the food in many paper bags so it was difficult to identify which bag had the fish and chips, and which had the vegetarian food.
- Even though all participants were confirmed before the event, a huge number of them failed to show up. This has impacted the number of participants in each group and we had to move some of the participants to another group in order to balance out the number per group.
- It took around 20 minutes to walk to the restaurant, and after station games, a lot of the participants were already tired and hungry

v. Suggestions for next year:

- Perhaps find a restaurant that is closer to the area of beach the event will take place on, or move the event to the area of the beach that is closer to the restaurant.
- If it is possible, get the restaurant to separate the set meals instead of mixing everything together.
- If weather permits, coordinators could also organise lunch on the beach itself to prevent long hot walks.

6. Grand Getaway

Coordinator: Claryss KUAN, Phong Noon NAN
Date: Sunday, 1st March 2020
Time: 8am – 5pm
Venue: South Melbourne Market, Williamstown
Manpower: 9 OBs & 3 ISAs
Budget: \$3500
Target: 66 participants

Actual: 65 participants

1. Flow of event

Activities	Details
Briefing	<ul style="list-style-type: none"> • At 7:30 am, a short briefing for group leaders was held. Some participants came early (miscommunication of timing) • Briefing folders were handed out to station masters and travel buddies during this time as well.
Registration	<ul style="list-style-type: none"> • Registration started at 8 am, carried out by a director & ISA • Participants were fairly on time, and managed to find the venue easily. However there were a couple of participants who were not able to make it for the registration and briefing, and asked whether the group was able to meet them at another meeting point outside of uni. • Participant briefing started at 8:30am, including ISA slides & Freshers Launchpad. One coordinator briefed the participants about the locations, itinerary, group system would work, the general flow of the event and general guidelines on behaviour/what to do in case of emergencies. • At 9:00 am, groups started heading out to go to the first location, South Melbourne Market.
The Getaway	<ul style="list-style-type: none"> • Groups arrived at South Melbourne Market by 9:45am (changing 2 trams) and headed inside with their respective groups and routes. Each group visited 3 stalls in order to taste an array of fresh seafood, including oysters, sashimi and calamari. • By 11am, all of the groups were finished and explored the market until 11:30am, where we walked to the meeting point at Southgate, Berth 2 to register & wait for the river cruise.

	<ul style="list-style-type: none"> • At 11:45, the river cruise came and we boarded, and it took about an hour to get to Williamstown. When we arrived, there was a small complication with the museum, and so the groups were allowed to grab some lunch within groups and roam around Williamstown. • After an hour of lunch and exploration, we boarded the cruise again at 3:20 and headed back to the city • U18 participants were escorted back to university while the rest of the groups dispersed at the meeting point
--	--

ii. Budget Breakdown

Expenditure	Item	Amount (\$)
Registration fees	<ul style="list-style-type: none"> • \$20 x 66 participants = \$1320 • \$20 x 9 participants (Waiting List) = \$180 	\$1500
South Melbourne Market	<ul style="list-style-type: none"> • 120 x Oysters • 40 x Skewers • 36 x Fish/scallop tacos • 18 x Salt-and-pepper squid Vegetarian option: <ul style="list-style-type: none"> • 8 x borek • 24 x spring rolls • 24 x tofu fries • 24 x veg dumplings 	(\$1268)
Williamstown	<ul style="list-style-type: none"> • Lunch x 79 	(\$1076)
Ferry Cruise	<ul style="list-style-type: none"> • Tickets x 80 	(\$1964.44)
Refreshments and prizes	<ul style="list-style-type: none"> • (Prizes) Containers x 8 • (Prizes) Pens x 8 • (Prizes) Paper clips x2 • (Refreshments) Up & Go's x 80 • (Refreshments) Boxes of 5 packs of biscuits 	(\$196.02)
Refunded	3 x refunded	(\$60)

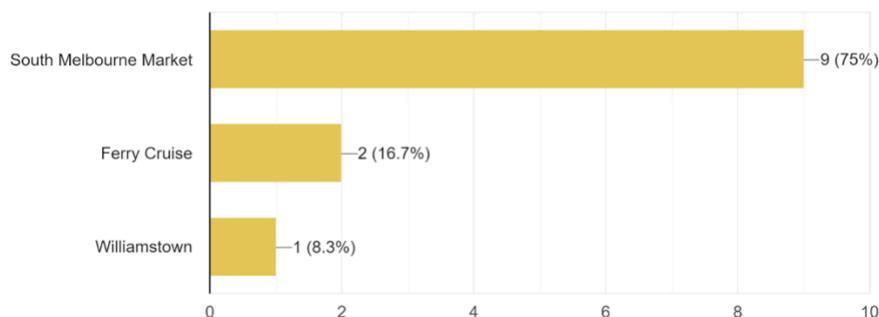
Total (excl. GST)	\$2868.44
Total (incl. GST = \$196.58)	\$3065.02

iii. Feedback statistics

Overall, only 12 people responded to the survey. To ensure more data is collected, instead of asking the participants to voluntarily fill up the online survey form, a physical form can be provided and then collected back from participants.

Which activities did you find most interesting and fulfilling?

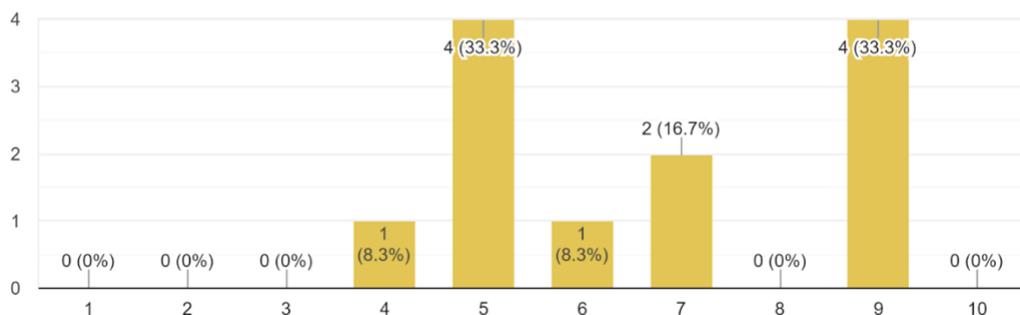
12 responses



We can see that the highlight of the event was South Melbourne Market.

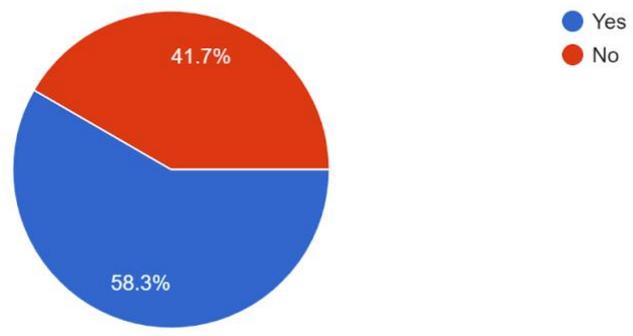
How satisfied were you with this event?

12 responses



Was the food provided filling?

12 responses



There is discrepancy to the data collected since when we asked around during the event, most of the people stated that that the food was filling.

Additional responses:

- Wasting too much time waiting. We followed the river cruise instruction to arrive 20 minutes before arrival, however the cruise was late and the waiting time became 45 minutes.

iv. Problems occurred and suggestions for future

Summerfest Registration & Registration on day itself:

- There were people that did not specify that they had dietary requirements that required them to eat vegetarian/vegan food. Even though there was a route for those who had specified that they had seafood allergies/vegan or vegetarian, we were unable to change groups at the last minute and also due to allocated budget for each group. Instead, these participants ate the snacks provided and were able to buy their own food at the market.
- A suggestion could be made (if South Melbourne Market is included in this event again) to specify in event promotion, event registration form & when they sign up that seafood is included and to ensure participants are aware that seafood is eaten fresh in the morning.
- On the registration day, some participants wanted to be in the same group and specifically requested to do so. In such cases, the coordinators allowed these requests due to them asking. On the day itself, some participants were not placed with the same people they signed up with

and caused some fuss - in the end they were told that they had to stay within their own groups through the entire trip.

- There was some miscommunication when contacting participants, with 2 participants showing up on the day who said they were not contacted by their group leader. This was resolved and both participants were slotted in. However, a note should be made that group leaders should attempt to contact participants with every method provided, including text, email, phone call and Facebook.

South Melbourne Market:

- More time could've been spent in South Melbourne Market since a lot of participants desired to explore the market on their own after finishing the food we provided.
- More food could have been provided for the participants since a significant number of people stated that food was not filling - however they were encouraged to get their own food if they wanted.
- A couple of people did not inform us that they were vegetarian or did not want to eat seafood - they were hungry & thankfully there was time after all groups had eaten at the stalls to explore the market itself. That time for exploration could increase next time around.
- There was a sudden increase in price in some of the stalls that we purchased food from, and the change happened 2 days before the actual event, which we were unaware of. This caused a slight change in menu - with some groups getting a little bit less food than what was originally planned.
- The majority of participants followed instructions and stayed in their groups when told to do so, which was needed in both South Melbourne Market and Williamstown. However, there were several participants that would blatantly refuse to follow directions and made things a lot harder for both the coordinators and group leader.

Williamstown:

- The cruise itself was a bit of a letdown, the pictures & website had made it out to be more glamorous, and the boat was about 15 minutes late, which caused the participants to wait for about 45 minutes. Games to play

were suggested but participants wanted to talk amongst themselves while waiting.

- Participants were given free time to explore the place but there was not much to do in town. Even though games were supposed to be played (I-Spy & Best Picture), groups were too tired/did not want to partake in those activities.
- There was supposed to be a museum there that was part of the itinerary (entry was supposedly gold coin donation) but there were complications with the entry fee. When we arrived, the entry fee was \$20 per person, and the gold coin donation was for another exhibit within the museum itself. Once that was realised, the coordinators decided to just allow the participants to grab lunch and explore Williamstown instead.
- Some participants asked for leftover money when they did not finish spending the given \$15. Clearer instructions could've been given to state that the money could only be spent in town and leftover will be returned to UMSU.

Overall, the event was a success, with 65 out of 66 participants turning up for the event. It can be recommended that this event could be continued next semester (Winterfest) or next year (Summerfest) - with a focus on South Melbourne Market compared to the cruise. The itinerary for South Melbourne Market could be tweaked while another attraction could be found for the second half of the event. The event theme could be centered around seafood and boats.

3. Conclusion

Overall, Summerfest 2020 was a major success. We managed to achieve a fantastic sign-up and those who stayed for our events enjoyed themselves and gave mostly positive feedback.

1. Deposit collection and return

The breakdown of the deposit collection is as below:

	Expected Amount (\$)	Actual Amount (\$)
Starting amount:	\$2200	\$2205
<ul style="list-style-type: none"> • 112 tickets for FA • 64 tickets for BP • 66 tickets for GG 		

Food Adventure:	\$560	\$565
Beach Please:	\$320	\$320
Grand Getaway:	\$1320	\$1320

2. Final Expenditure

Total budget allocated: **\$9900 (excl. GST)**

Event	Expenditure
Carnival Day	\$25
Food Adventure	\$3754.20
Beach Please	\$1462.17
Grand Getaway	\$3065.02
Uncollected deposit	(\$50 + \$135)
Total expenditure (incl. GST)	\$8121.39
Budget Allocated (incl. GST)	\$10890
Total unused budget (incl. GST)	\$2768.61

3. General Notes for Future Committee

- Other events were very overshadowed by Food Adventure, with most participants not even being new students. This made attracting participants for the other events very hard. While older students are allowed to join our orientation events, this shifts the focus of the event away from the new students, the target audience of the event. A long line can help to attract new students as well, but it also discourages students from wanting to join the line. One suggestion to the future committee would either to have two events only or have a limit on the number of older students who can sign up as well as the number of events they can sign up for.
- When grouping participants for the events, decide whether to allow friends to be grouped together at the start and remain consistent throughout the event planning and execution for all events, ie. if one event does not allow changes, all events should not allow changes.

This concludes our Summerfest 2020 final report. Please feel free to approach us should you have any queries.

Prepared by,

The Cultural and Social Department 2019/2020

UMSU International

Freshers Launchpad, Semester 1 2020 Final Report
 Central Committee Meeting #1 - Friday, 13th March 2020

1. Introduction

This report concludes Freshers Launchpad, which was organized on the 5th March 2020. The objectives of the event are as follows:

- Providing the international student community with an opportunity to seek peer support
- A chance for international students to interact with UMSU International’s Office Bearers (OBs) and International Student Ambassadors (ISAs)
- Help international students forge new friendships, get faculty-specific advice and get to know more about the services available to students provided by the University
- Give an opportunity for students to be introduced to UMSU international and showcase the lounge as a safe space.

The details of the event shall be as follows:

Date: 5th March 2020, Week 1, Semester 1 2020

Venue: UMSU International Lounge & Mary Cooke Rooms A and B

Time: 6.00pm to 8.00pm

Target Participants: 40

2. Event Flow

Time	Activity
5.00pm to 6.00pm	Set up
6.00pm to 6.20pm	Registration and Opening Address
6.20pm to 8.00pm	Networking & Socializing.

	(Simultaneously with refreshments.)
8.00pm to 8.30pm	Closing & Pack Up

3. Expenditure

	Amount
Budget Allocated	\$150
Actual expenses	
Food	\$168.39
Other expenses (incl. cups, serviettes)	\$10.80
Total Actual Expenses	\$179.19
Budget Surplus	\$29.19

4. Feedback and Suggestions

4.1 Publicity and Registration

Due to certain misunderstandings, the registration form was released later than as expected. This led the Education and Welfare Department to believe that a poorer turn out was to be expected. However, this was not the case. Due to the success of the previous Freshers' Launch Pad, many participants were immensely keen on joining this event. In upcoming events similar to this, it is advised that the committee of the day remember to send out the registration form as soon as possible to avoid any confusion.

4.2 Socialising Session

Due to a review of last FLP's report. The Education and Welfare department has decided to remove all seats from the room where the food is stored. The department also decided to store the food in Mary Cooke Room A instead to avoid the last event's problem whereby we had most students cramping into a single room.

5. Conclusion

This marks the end of the report for Freshers Launchpad 2020. Overall, the event was a success. This would not have been possible without the meticulous work of all department members.

We would like to express our gratitude to all the ISAs and the OBs who helped make the event successful. Please do not hesitate to contact the Education and Welfare department should you have any further queries or concerns.

Prepared by:
Sean NG
Education and Welfare Officer 2019/20
UMSU International



1. Other Business

- President's Report
- Student's Health and Safety
- OB Interview Training

2. Next Meeting

Date:

Venue: