



Agenda

Central Committee Meeting #5 – Friday, 15th October 2021

Time : 16:30

Venue : Zoom

1. Procedural Matters

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

2. Matters Arising from Previous Minutes

3. Confirmation of Previous Minutes

- 3.1. CCM #4

4. Proposals

- 4.1. Culturography Semester 2 2021 Proposal
- 4.2. Yours Truly, Anonymous Semester 2 2021 Proposal
- 4.3. Central Committee Hoodie Semester 2 2021 Proposal
- 4.4. ISA Appreciation Night and Winning House Dinner (February & March 2021 Intake) Semester 2 2021 Proposal
- 4.5. UMSU Environment x International Vegan Recipe Semester 2 2021 Proposal
- 4.6. UMSU International Merchandise Semester 2 2021 Proposal
- 4.7. UMSU International Website Semester 2 2021 Proposal
- 4.8. UMSU International Student Lounge Renovation Semester 2 2021 Proposal
- 4.9. Giveaway Semester 2 2021 Proposal
- 4.10. Christmas Dinner Semester 2 2021 Proposal
- 4.11. Diwali Festival Semester 2 2021 Proposal

5. Reports

- 5.1. Meet and Greet Semester 2 2021 Report
- 5.2. OSHC Information Session Semester 2 2021 Report
- 5.3. PR Visa Workshop #2 Semester 2 2021 Report

6. Other Business

- 6.1. President's Report
- 6.2. Vote of Confidence for the UMSU International President

7. Next Meeting



Unconfirmed Minutes

Central Committee Meeting #4 – Friday, 1st October 2021

Time : 16:30

Venue : Zoom

1. Procedural Matters

1.1. Acknowledgement of Indigenous Owners

1.2. Official Welcome

1.3. Attendance and apologies

- Attendance – 33 members

Absent with Apologies

EXCO: Chaital VASTA

Officers: Riddhi AGARWAL

Late with No Apologies

Directors: Sophia Marguerite YAP

Officers: Vijeta BHATIA, Elsa DAI

Motion 1

Move that Standing Orders be adopted for CCM #4 at 4:33PM.

Mover : Vu Hoang (Spencer) LE

Seconder : Emma YAN

CARRIED without contention.

2. Adoption of Agenda

Motion 2

Move that the Agenda for CCM #4 be adopted.

Mover : Zheng (Liz) ZENG



Secunder : Anthony NGADIYOTO

CARRIED without contention.

3. Matters Arising from Previous Minutes

4. Confirmation of Previous Minutes

Motion 3

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

Mover : Arya KUSHWAHA

Secunder : Hermione Wing Laam TO

Motion Carried.

Motion 4

Move that PR/VISA Workshop Semester 2 2021 Proposal be accepted.

Mover : Jegath KRISHNAMURTHY

Secunder : Sophia Marguerite YAP

Motion carried.

Motion 5

Move that the Mental Health Week Semester 2 2021 Proposal be accepted.

Mover : Anthony NGADIYOTO

Secunder : Aaron Herbert JOHANNES

Motion carried.

Motion 6

Move that the Games Night Semester 2 2021 Proposal be accepted.

Mover : Hans TSAI

Seconded : Sarah Wooi Ern LIM

Motion carried.

Motion 7

Move that the OSHC Information Session Semester 2 2021 Proposal be accepted.

Mover : Feline FENECIA

Seconded : Kimie MEGAN

Motion carried.

Motion 8

Move that the Newsletter Meme Yourself Semester 2 2021 Proposal be accepted.

Mover : Vu Hoang (Spencer) LE

Seconded : Teresa Tamika TJAHJADI

Motion carried.

Motion 9

Move that Careers and Employability Workshop Semester 2 2021 Report be accepted.

Mover : Sophia Marguerite YAP

Seconded : Zheng (Liz) ZENG

Motion carried.

Motion 10

Move that Finance Workshop Semester 2 2021 Report be accepted.

Mover : Sarah Wooi Ern LIM



Seconders : Hans TSAI

Motion carried.

Motion 11

Move that World Sexual Health Week Semester 2 2021 Report be accepted.

Mover : Hui Ping CHENG

Seconders : Jessica SUHENDRA

Motion carried.

Motion 12

Move that ISA Recruitment (September Intake) Semester 2 2021 Report be accepted.

Mover : Hermione Wing Laam TO

Seconders : Arshia ARORA

Motion carried.

Motion 13

Move that UMSUI's Got Talent Semester 2 2021 Report be accepted.

Mover : Elsa PUTRI

Seconders : Yuet Sum (Jocelyn) WONG

Motion carried.

Motion 14

Move that Murder Mystery Semester 2 2021 Report be accepted.

Mover : Anthony NGADIYOTO

Seconders : Aaron Herbert JOHANNES

Motion carried.



5. Other matters

Motion 15

Move that Standing Orders for CCM #4 be suspended at 5:43PM.

Mover : Kimie MEGAN

Seconded : Teresa TAMIKA TJAHIADI

Motion carried.

Motion 16

Move that CCM #4 be adjourned at 5:44PM.

Mover : Hans TSAI

Seconded : Hsin-Ting (Ella) LEE

Motion carried.

Prepared by,

**Hans TSAI, on behalf of Chaital Vasta (Secretary)
Treasurer 2021/22
UMSU International**



Culturography Proposal

Central Committee Meeting #5 – Friday, 15th October 2021

1. Introduction

Culturography is a photo competition which aims to allow participants to showcase their creativity and photography skills, and win prizes. This event is based around the theme of culture.

2. Objectives

This event aims to:

- To showcase creativity and photography skills
- To showcase culture

3. Event Details

Date	: Saturday, 16 th October 2021 to Monday, 29 st November 2021
Venue	: Online
Number of Attendees	: 40
Coordinators	: Hui Ping CHENG, Zifei MENG, Yuet Sum (Jocelyn) WONG
Manpower	: 3 Committee Members & 2 ISAs (including coordinators which consists of 3 Committee Members and 2 ISAs)
Budget	: \$400.00

4. Event Timeline

Wk #	Date	Activity	Descriptions	PIC
Pre-registration Preparations				
10	08/10/2021	Planning team meeting	Design the theme and the guidelines for the competition	Hui Ping, Jocelyn, Zifei
Registration/Submission Period				
11-Exam	16/10/2021 - 6/11/2021	Entry submission	Communicate with Basecamp team regularly to get compile the entries	Hui Ping, Jocelyn, Zifei
Voting Period, Result Announcement & Prizes Distribution				
Exam -	10/11/2021	Voting Period	Communicate with the Basecamp team	Hui Ping,

Post-exam	1 - 24/11/202 1		to ensure that the voting form is ready. Communicate with MnC team to post the voting form on UMSU International's social media platforms	Jocelyn, Zifei
Post-exam	29/11/202 1	Result Announcement	Announce the winners through social media platforms and emails	Hui Ping, Jocelyn, Zifei
Post-exam	29/11/202 1 - 13/12/202 1	Prizes Distribution	Distribute prizes though emails	Hui Ping, Jocelyn, Zifei

Pre-registration

Before the event, we will be working closely with the HR Department in order to set up an ISA planning team for designing the guidelines and theme of the competition. We will also be working with the Media and Communications Department for social media advertisements and Facebook event pages. We will also be working with UMSU Basecamp to create the typeforms for submission and voting.

Registration/Submission Period

This will be the period that students will submit their entries through the Typeform. We will be working closely with Basecamp to compile the entries.

Post-submission period

After the submission period, we will be working closely with the Basecamp team to ensure that the voting form is ready to be published by M&C on UMSU International's social media platforms. We will also be working with Basecamp to tally the votes. Finally, we will seek M&C's help to announce the winners of this competition on UMSU International's social media platforms. After announcing the winners, we will be distributing the prizes to the winners via email.

5. Budget

A total of **\$400** have been allocated for this event, with the breakdown as listed below:

Items	Quantity	Unit Cost (AUD)	Total Cost (AUD)
Prizes for winners from student	3	50	150.00

votes			
Prizes for winners from committee judges	3	50	150.00
Prizes for winners from creativity	1	50	50.00
Miscellaneous	1	50	50
TOTAL			400.00

6. Conclusion

The Cultural & Social department hopes to motivate students and remind them that they are still a part of our university's student community in this stressful time. We believe that while students are stuck at home, no matter which country they are in, they should have the chance to stay engaged with the community. This concludes our proposal for the Culturography Proposal 2021. Please do not hesitate to contact the Cultural & Social Department should you have any queries.

Prepared by,

Hui Ping CHENG, Zifei MENG and Yuet Sum (Jocelyn) WONG
Cultural & Social Department 2021/22
UMSU International



Yours Truly, Anonymous Proposal

Central Committee Meeting #5 – Friday, 15th October 2021

1. Introduction

Yours Truly, Anonymous is a letter exchange project, where students can send in letters during Week 12 and in turn receive motivational letters during the SWOTVAC week. Students can choose to stay anonymous or give their contact information to the recipient, so they can interact and keep in contact with each other, potentially be study buddies and support each other during the stressful exam period. Gift cards will be awarded to the top three letters submitted and they will be judged based on the content quality by the coordinators.

2. Objectives

This event aims to:

- Motivate students during the exam period
- Allow students to connect with each other
- Ensure students have a support system

3. Event Details

Date	: Monday, 18 th October 2021 to Monday, 25 th October 2021
Venue	: Online
Number of Attendees	: 40
Coordinators	: Elsa PUTRI, Jessica SUHENDRA
Manpower	: 2 OBs & 2 ISAs (including coordinators which consists of 2 OBs)
Budget	: \$150

4. Event Timeline

Wk #	Date	Activity	Descriptions	PIC
Pre-event Preparations				
11	11/10	Setting up of Typeform for Registration	Communicate closely with the Basecamp team to create a registration/letters submission link on Typeform	Elsa PUTRI, Jessica SUHENDRA
Event Day				
12	18/10 - 24/10	Registration and	Students can register and submit their	Elsa PUTRI,



		Submission Open	letters in the provided Typeform link.	Jessica SUHENDRA
SW OT VAC	25/10	Letters Distribution	The letters will be randomly paired and each student will receive one letter from others.	Elsa PUTRI, Jessica SUHENDRA
Post Event				
SW OT VAC	26/10	Feedback Form Distribution	The students who participated will be sent an email containing a link for feedback survey	Elsa PUTRI, Jessica SUHENDRA
SW OT VAC	26/10	Gift Card Purchase and Distribution	The students with the top three letters will receive \$30 gift cards each.	Elsa PUTRI, Jessica SUHENDRA

Pre-registration

- Before registration opens, we will be working closely with the Basecamp team to create a registration/letters submission link on Typeform.
- Communicate with the HR department to get 2 ISAs for the event. The ISAs will be in charge of pairing and reading through the letters to make sure that they are appropriate for distribution.
- Communicate with M&C department for social media advertisement and a Facebook events page.

Registration/Submission Period

- This will be the period where students will register and submit their letters through the Typeform.
- Communicate closely with the Basecamp team for reports on Typeform submissions everyday
- Once we get the daily report from Basecamp, we will communicate with the ISAs and they should be done with the day's letters by the end of the day.
- On the last day of registration, we will communicate with the ISAs to start pairing the letters for distribution and to decide the winners together.

Post Registration

- A day after registration closes, we will distribute the letters
- Create a feedback survey.
- A day after letters are distributed, we will email the link of the feedback survey to students who participated.
- Purchase gift cards and distribute them to the selected winners.

5. Budget

A total of **\$90** have been allocated for this event, with the breakdown as listed below:

Items	Quantity	Unit Cost (AUD)	Total Cost (AUD)
Gift Cards	3	30.00	90.00
Miscellaneous		60.00	60.00
TOTAL			150.00

6. Conclusion

The Cultural & Social department aims to ensure students are motivated during the SWOTVAC & exam period. We believe that every student should be aware of the amount of support they can get from the university's student community, no matter where they are right now. This concludes our proposal for the Yours Truly, Anonymous Proposal 2021. Please do not hesitate to contact the Cultural and Social Department should you have any queries.

Prepared by,

Elsa PUTRI, Jessica SUHENDRA
Cultural and Social Department 2021/22
UMSU International

Central Committee Hoodie Proposal
 Central Committee Meeting #5 – Friday, 15th October 2021

1. Introduction

This proposal covers the Central Committee Hoodie to be ordered for the 2021/22 Central Committee.

2. Design



3. Expenses

Items	Quantity	Price per unit (\$)	Price (\$)
Hoodies	36	50.00	1800.00
Total			1800.00

4. Notes

The supplier we will be using is Promosxchange and as Billy contacted here is the foreseen plan:



PROPOSAL

UMSU International
Attention: Billy Kwong
Second Floor Union House
Tin Alley
UNIVERSITY OF MELBOURNE VIC 3010

Date
14 Oct 2021

Expiry
13 Nov 2021

Quote Number
JF00038592

ABN
24 120 503 988

PromosXchange
HQ (Deliveries and
Production are Australia
wide)
L1.530 LT COLLINS ST
MELBOURNE VIC 3000
AUSTRALIA
Phone: 1800 776 667

Description	Quantity	Unit Price	Amount AUD
Light Blue Heavy Blend Hooded Unisex Sweatshirt - 280 g/m2 - 50% Cotton / 50% Polyester Preshrunk. Air jet yarn offers a soft hand and is virtually pill free. Double-lined hood with matching drawstring. Double-needle stitching, Set-in sleeves, Pouch pocket, athletic rib with spandex Including Full Colour Power Print on Front Chest (UMSU International Artwork 1) Including Full Colour Power Print on Back - Large (UMSU International Artwork 2)	35.00	47.54	1,663.90
Sizes: TBA			
Full Colour Power Print Set- up - Front and Back	2.00	70.00	140.00
COMPLIMENTARY Artwork Enhancement or Edit by designer	1.00	0.00	0.00
COMPLIMENTARY Delivery VIC 1 Location	1.00	0.00	0.00
Second Floor Union House Tin Alley, University of Melbourne VIC 3010			
Req'd Deadline: N/A	1.00	0.00	0.00
MCM - cb - RS			
		Subtotal	1,803.90
		TOTAL GST 10%	180.39
		TOTAL AUD	1,984.29

Prepared by,

Feline FENECIA and Kimie MEGAN
Media & Communications Department 2021/22
UMSU International



ISA Appreciation Night and Winning House Dinner (February & March 2021 Intake) Proposal

Central Committee Meeting #5 – Friday, 15th October 2021

1. Introduction

The International Student Ambassador (ISA) Appreciation Night and Winning House Dinner are the events to celebrate graduating ISAs by inviting them to dinner, as a reward and appreciation from the Human Resources (HR) Department for their help and volunteer effort throughout their terms. Moreover, it opens a space for more meaningful interactions between ISAs with one another and with the committee members, which they may not have been able to in the past.

The ISA Program has introduced the house point system as a motivation for them to increase volunteer effort and connect with more people. At the end of an ISA term, the house (Otterstone, Voxwood or Grymberg) having the highest point will be invited to a dinner by the HR Department to celebrate the achievement. The plan is from the previous HR Department, which the current one continues to proceed with.

The HR department has also decided to invite all of 2020/21 Committee Members to attend the Appreciation Night given they have worked with the ISAs of February & March 2021 Intake throughout the whole Semester 1 2021.

2. Objectives

This event aims to:

- Celebrate with the graduating ISAs upon the end of their terms
- Reward the graduating ISAs as an expression of our gratitude
- Create an environment that different ISAs can interact with one another and with the committee members easily.

3. Event Details

Coordinators : Hermione Wing Laam TO, Vu Hoang (Spencer) LE, Hsin-Ting (Ella) LEE

Manpower : 3 Committee Members & 4 onshore ISAs (including coordinators which consists of 3 Committee Members)

4. Budget Breakdown

Event	Date (might change depending on the availabilities of venues)	Budget (AUD)
ISA Appreciation Night	Friday, 10th December 2021	\$4500.00
ISA Winning House Dinner	Friday, 17th December 2021	\$900.00

Total	\$5400.00
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5. Events

5.1. Appreciation Night

- Date & Time : Friday, 10th December, 2021 (14:00-15:30; 17:30-20:30 AEST)
- Venue : Online via Zoom; In person - to be decided (we are searching for venues that have been approved by UMSU and have enough space for our participants)
- Number of Attendees : 20 offshore ISAs, 29 onshore ISAs (including 4 ISAs helping the event) & 16 2021/22 Committee Members (that were ISAs in the Zoom session) (expected for the February & March 2021 Intake)
- Number of Attendees : 29 ISAs (including 4 ISAs helping the event), 15 2020/21 Committee Members & 21 2021/22 Committee Members (expected for the venue celebration) (including 11 ISAs turned into committee members)

5.1.1. Event Overview

This is a celebratory event for all ISAs in the February and March 2021 Intake who are graduated, while providing an environment for them to interact with others and all the committee members.

5.1.2 Event Timeline

Date & Time (Week #)	Activity	Descriptions	People In Charge (PIC)
Pre-event Preparations			
4/10/2021 1 (10-11)	Event Preparation	Come up with venue suggestions, themes, confirm the attendees	Ella LEE Hermione TO Spencer LE
4/10/2021 1 (10-11)	Contact the M&C department	Discuss with the M&C department about the design of certificates, medals, trophies and more.	Hermione TO
12/10/2021 21 (11)	Task sheet for ISAs	Create a task sheet for ISAs to sign up as planning team	Hermione TO

11/10/20 21 (11-12)	Contact UMSU	Submit the venue chosen through Basecamp to get UMSU's approval	Ella LEE Hermione TO Spencer LE
Event Day			
14:00-15: 30 10/12/20 21	Conduct ISA Appreciation Night online	Conducting ISA Appreciation Night on Zoom for the graduated ISAs overseas.	Ella LEE Hermione TO Spencer LE ISAs
16:30-17: 30 10/12/20 21	Conduct ISA Appreciation Night in person	Coordinators and the ISA Planning Team go to the venue and prepare the event.	Ella LEE Hermione TO Spencer LE ISAs
17:30-18: 00 10/12/20 21	Event Commence	Graduating ISAs meet up at the venue and commence with introduction.	Ella LEE Hermione TO Spencer LE ISAs
18:00-19: 00 10/12/20 21	Games	Participants will play some games to break the ice and allow more interactions. The ISA Planning Team will host this activity.	ISAs
19:00 10/12/20 21	Dinner	All participants have their dinners.	Ella LEE Hermione TO Spencer LE ISAs
20:00 10/12/20 21	Certificate & Prize Distribution	Handing out certificates and goodie bags to onshore graduated ISAs, as well as announcing the top 5 ISAs and the winning house.	Ella LEE Hermione TO Spencer LE ISAs
20:30 10/12/20 21	Event Departure	The ISA Appreciation Night is finished and the coordinators say goodbyes to everyone.	Ella LEE Hermione TO Spencer LE ISAs

Post Event			
13/12/20 21	Certificate Distribution (continue)	The HR department will send out the certificates to offshore/all ISAs.	Ella LEE Hermione TO Spencer LE

5.1.3. Budget

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

Items	Quantity	Unit Cost (AUD)	Total Cost (AUD)
Graduation Gifts (including, but not limited to, certificates, medals, trophies, goodie bags)	50	10	500.00
Prizes for top 5 ISAs + 1 ISA from lucky draw	6	70 (average)	420.00
Decoration and Games Preparation	-	-	100.00
Dinner	65	50	3250.00
Miscellaneous	-	-	230.00
TOTAL			4500.00

5.2. Winning House Dinner

- Date & Time : Friday, 17th December, 2021 (18:00-20:00 AEST)
- Venue : In person - to be decided (we are searching for venues that have been approved by UMSU and have enough space for our participants)
- Number of Attendees : 25 ISAs (including some current committee members who are expected) & 3 HR Members

5.2.1. Event Overview

This is a dinner for the winning house of the ISA February and March 2021 Intake to celebrate their achievement and interact with house members in person.

5.2.2 Event Timeline

Date & Time (Week #)	Activity	Descriptions	People In Charge (PIC)
Pre-event Preparations			
4/10/2021 1 (10-11)	Event Preparation	Come up with venue suggestions and confirm the attendees	Ella LEE Hermione TO Spencer LE
11/10/2021 21 (11-12)	Contact UMSU	Submit the venue chosen through Basecamp to get UMSU's approval	Ella LEE Hermione TO Spencer LE
Event Day			
17:30-18:00 17/12/2021	Meet up	Coordinators go to the venue and check if there is any potential issue.	Ella LEE Hermione TO Spencer LE
18:00-18:30 17/12/2021	Commence and Mini Game Session (optional)	Participants will play some mini games to break the ice.	Ella LEE Hermione TO Spencer LE
18:30 17/12/2021	Dinner	All participants have their dinners.	Ella LEE Hermione TO Spencer LE
20:00 17/12/2021	Departure	The ISA Winning House Dinner is done and the coordinators say goodbyes to everyone.	Ella LEE Hermione TO Spencer LE

5.2.3. Budget

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

Items	Quantity	Unit Cost (AUD)	Total Cost (AUD)
Dinner	28	30	840.00
Miscellaneous	-	-	60.00
TOTAL			900.00

6. Conclusion

This concludes our proposal for the ISA Appreciation Night and Winning House Dinner (February & March 2021 Intake) Proposal. Please do not hesitate to contact the HR Department should you have any queries.

Prepared by,

Hermione Wing Laam TO, Vu Hoang (Spencer) LE and Hsin-Ting (Ella) LEE
Human Resources Department 2021/22
UMSU International



UMSU Environment x International Vegan Recipe Proposal

Central Committee Meeting #5 – Friday, 15th October 2021

1. Introduction

The event will take place as a collaboration between UMSU Environmental and International and would be held as a vegan recipe food contest where students would get the opportunity to take a break from exams and de-stress by showcasing their healthy vegan foods whilst maintaining a cultural element to the recipes.

2. Event Details

Date	: Monday, 25 th October 2021 - Friday, 19 th November 2021
Venue	: Online
Number of Attendees	: 300 participants
Coordinators	: Arshia ARORA, Mohan KWATRA, Aaron JOHANNES
Manpower	: 5 OBs (including 3 UMSU International Committee Members)
Budget	: \$ 1850

3. Event Overview

The event will run for a total of four weeks where participants are judged on five different categories. Each week a set of 5 winners will be chosen and after the competition we will be selecting another set of five winners based on five categories. The event will be facilitated through the website created by UMSU Sustainability and the link to that page will be advertised on the UMSU International website as well.

4. Event Timeline

Wk #	Date	Activity	Descriptions	PIC
Pre-event Preparations				
10	4/10/21-11/10/21	Setting up Categories	Doing team meetings and figuring out the appropriate categories and criterias on which to judge the participants	Arshia ARORA, Aaron JOHANNES, Mohan KWATRA
11-12	14/10/21-24/10/21	Setting up the website and	Setting up the website with Sustainability's help and making sure all	Arshia ARORA,

		promotions	promotional content is ready.	Aaron JOHANNES, Mohan KWATRA
Event Day				
12-End of Exam Week	25/10/21-19/11/21	Collecting submissions and evaluating them	During the event time we'll be looking at the submissions on a weekly basis to determine our winners as outlined earlier.	Arshia ARORA, Aaron JOHANNES, Mohan KWATRA
Post Event				
Result Week	25/11/21-28/11/21	Prize Distribution	All the contest winners will be given their prizes.	Arshia ARORA, Aaron JOHANNES, Mohan KWATRA

Pre-event

- Before the event, our main work would revolve around setting up the judging criteria and online website portal on which the submissions will be entered. During this time we will also be working closely with Media and Communications as well as basecamp to work on any promotional material and event briefs.

Event Day

- During the event timeline, all submissions will be evaluated on a weekly basis where the winners for each category will be announced and at the end of the entire contest another overall evaluation will occur where another set of five winners will be chosen.

Event Flow

Time	Activity	Details	PIC
25/10/21-29/10/21	Week 1 submissions accepted and evaluated	These submissions will be judged in order to decide the winners based on the set criteria	
30/10/21-5/11/21	Week 2 submissions	These submissions will	

11/21	accepted and evaluated	be judged in order to decide the winners based on the set criteria	
6/11/21-12/11/21	Week 3 submissions accepted and evaluated	These submissions will be judged in order to decide the winners based on the set criteria	
13/11/21-19/11/21	Week 4 submissions accepted and evaluated	These submissions will be judged in order to decide the winners based on the set criteria	
20/11/21-21/11/21	Overall event submissions to be evaluated	These submissions will be judged in order to decide the winners based on the set criteria	

Post Event

- Post event our main focus will be towards announcing the results and making sure all participants who have won have received their prize.

5. Budget

A total of **\$ 1850** have been allocated for this event, with the breakdown as listed below:

Items	Quantity	Unit Cost (AUD)	Total Cost (AUD)
Week 1 Prizes	5	50	250.00
Week 2 Prizes	5	50	250.00
Week 3 Prizes	5	50	250.00
Week 4 Prizes	5	50	250.00
Combined Event Prizes	5	150	750.00
Miscellaneous	-	-	100.00
TOTAL			1850.00



UMSU Environmental will be paying 1000 AUD and so out of the 1850 AUD. Therefore, **UMSU International would need to pay 850 AUD.**

6. Conclusion

This concludes our proposal for the Vegan Recipe UMSU Environment x International Proposal 2021. Please do not hesitate to contact the Cultural and Social Department should you have any queries.

Prepared by,

Arshia ARORA and Aaron JOHANNES
Cultural and Social Department 2021/22
UMSU International

Mohan KWATRA
Executive Committee 2021/22
UMSU International



UMSU International Merchandise Proposal
Central Committee Meeting #5 – Friday, 15th October 2021

1. Introduction

This proposal covers the revised list of customised goods to be ordered for the whole of Semester 2, 2021. We plan to produce Umsu International Merchandise to be readily available on the lounge for future events such as giveaways during events.

2. Expenses

Items	Quantity	Price per unit (\$)	Price (\$)
Hoodies for giveaways	18 (x6 for each size S,M,L)	45	810
Shirts for Giveaway	200	15	3000
Keep cups	200	5.8	1160
Back of phone card holder	250	4	1000
Hand Sanitizers	250	3.4	850
Pens	200	3	600
Reusable face mask	250	2.3	575
Enamel pins	250	2.1	525
Glovey Keychain	250	1.8	450
Sticky Notes	250	1.8	450
Giant Glovey Plush	1	500	500
Miscellaneous			1000
TOTAL			10,920

Note: Prices are only estimates as the price may fluctuate depending on the final design of the products

3. Current Inventory

SKU	Product Name	Date Added	Date Updated	Stock
0001	Tote Bag	15/07/2021		516
0002	Umbrella	15/07/2021		494
0003	Keep Cup	15/07/2021		500
0004	Powerbank	15/07/2021		250

**note: HR and Welfare will be using the current stock for their ISA Appreciation Night and Holiday Pack Giveaways events respectively.

4. Timeline

Time	Activity	Details	Person In Charge
October	Find supplier	Find Ethically approved sponsors that carries our website logo	Billy KWONG
November-December	Designing Merch	Designing Merch designs for each item	Chris PRAWIRA, Janice INDRAJAJA & Noa LEE
January-February	Ordering Merch	Order merch to be readily available in the UMSU International Lounge before the semester starts	Feline FENECIA & Kimie MEGAN

5. Supplier Notes

We are looking to find another supplier than BlueGum (the supplier we used last year) as they carry a limited selection of color choices.

Prepared by,

**Kimie MEGAN and Feline FENECIA
Media & Communications Department 2021/22
UMSU International**



UMSU International Website Proposal
Central Committee Meeting #5 – Friday, 15th October 2021

1. Introduction

In line with this year's goal of UMSU International gaining more autonomy, a separate website from UMSU will be proposed. The autonomous website has been approved in the previous term. Up until this point, our website only existed as a sub-page in UMSU's website and this may assist in the distinguishing between UMSU and UMSU International, and hence achieve more autonomy.

2. Expenses

Items	Quantity	Maximum Budget (\$)
Website	1	15,000

3. Timeline

Timeline	Activity	Person in Charge
October	Finding Web Builder	Billy KWONG
November - February	Communicating & Working together with Web builder	Billy KWONG, Kimie MEGAN, Feline FENECIA
February	Content Writing	Janice INDRAJAJA, Kimie MEGAN, Feline FENECIA
Beginning of Sem 1 2022	Website Launch	Billy KWONG, Kimie MEGAN, Feline FENECIA

** Note: we will be using the content guidelines already created by the previous exco committee.

Prepared by,

Kimie MEGAN and Feline FENECIA
Media and Communications Department 2021/22
UMSU International

International Student Lounge Renovation 2021 Proposal

Central Committee Meeting #5 – Friday, 15th October 2021

1. Introduction

The International Student Lounge is a communal space where all students are welcome to hang around to work, relax, and socialise. The lounge is also a working space for the UMSU International Central Committee Members, where we conduct meetings, store our items, and often serves as a rendezvous point for the International Student Ambassadors. As the UMSU International Student Lounge is regarded as a safe space for international students, it is vital to ensure a homely atmosphere and comfortable environment.

The furniture in the current International Student Lounge has been worn out from extensive and frequent visits from the student cohort. To entice students returning to campus to interact with UMSU International and to enjoy the comfort of the student lounge, it would be beneficial to reequip the lounge with new furniture and amenities.

2. Objectives

- To attract more students to come to the International Students Lounge as an open space for everyone to relax and socialise
- To improve the International Students Lounge by providing a more comfortable working space for UMSU International Central Committee

3. Budget

A total of **\$9,732.98** has been allocated for this event, with the [breakdown](#) as listed below:

Items	Quantity	Unit Cost (AUD)	Total Cost (AUD)
UMSU International Lounge			
Tall Table (Microwave & Coffee Machine)	1	\$ 199.00	\$ 199.00
Dining Table and Dining Chairs Set	2	\$ 813.00	\$ 1,626.00
Bean Bags	3	\$ 15.00	\$ 45.00
Bean Bag Refill	6	\$ 11.00	\$ 66.00
Electronics			
Refrigerator	1	\$ 1,099.00	\$ 1,099.00
Microwave	1	\$ 299.00	\$ 299.00
Vacuum Cleaner	1	\$ 599.00	\$ 599.00

Coffee Machine	1	\$ 449.00	\$ 449.00
Electric Kettle	1	\$ 59.00	\$ 59.00
Sandwich Press	1	\$ 29.00	\$ 29.00
Toaster	1	\$ 59.00	\$ 59.00
Kitchen Items			
Mugs	12	\$ 2.50	\$ 30.00
Plates and Bowls Set (6)	2	\$ 29.00	\$ 58.00
Cutleries Set (6)	2	\$ 13.00	\$ 26.00
Deep Plate	4	\$ 2.50	\$ 10.00
Tongs	6	\$ 3.00	\$ 18.00
Dish Rack	1	\$ 30.00	\$ 30.00
Drying Mat	1	\$ 4.00	\$ 4.00
Festivals & Events			
Outdoor Marquees (4x4)	2	\$ 500.00	\$ 1,000.00
Standing Banner	2	\$ 100.00	\$ 200.00
Platform Trolley	1	\$ 119.00	\$ 119.00
Soccer Ball	1	\$ 59.99	\$ 59.99
Basketball	1	\$ 69.99	\$ 69.99
Big Speaker with Microphones	1	\$ 579.00	\$ 579.00
Total Item Cost			\$ 6,732.98
Delivery Fees and Miscellaneous			\$3,000.00
TOTAL			\$9,732.98

4. Conclusion

This concludes our proposal. By renovating the International Student Lounge, we believe we can provide a more comfortable working space for Umsu International Central Committee and also a relaxing place for all students.

Prepared by,

Aaron JOHANNES and Hans TSAI
Executive Committee 2021/22
UMSU International



Giveaway Proposal

Central Committee Meeting #5 – Friday, 15th October 2021

1. Introduction

In the course of Semester 1 as campus starts to open and students come back to campus, we would like to have 3 consecutive giveaways to fulfill students needs. As UMSU INTL has delayed all giveaways for 1.5 years, we want to give back by providing students with essentials and items that would help them keep their wellbeing and motivation up. The giveaways are as follows (in order): Holiday Pack Giveaway, Summerfest Giveaway, Overseas Student Welcome Pack.

2. Objectives

This expenditure detailed in this proposal is intended to be spent on merchandise for the 3 giveaways detailed above.

3. Budget

The allocated budget for 2021 Merchandise Giveaways amounts to \$17,000.00

Items	Quantity	Unit Cost (AUD)	Total Cost (AUD)
Umbrella	500	\$9	\$4500
Hand Sanitiser	1000	\$2	\$2000
Tote Bag	1000	\$2.10	\$2100
Mask	1000	\$4.25	\$4250
Coffee Cup	1000	\$3.10	\$3100
Snacks	1000	\$5	\$5000
Sports Towels	700	\$5	\$3500
Sunscreen	200	\$4	\$800
Socks	200	\$6.5	\$1300
Stationary	800	\$3	\$2400
Lanyard and Card Holder	800	\$4	\$3200
Miscellaneous	1000	\$1	\$1000
TOTAL			\$33,150.00

4. Pre-event

Multiple suppliers will be contacted for the acquisition of these items. Due to uncertain economic fluctuations we have set a miscellaneous budget to encounter these slight changes in prices. The E&W team and the M&C team will work together to ensure that we could source from proper suppliers which can deliver our merchandise at a given date.

5. Event

Wk #	Date	Activity	Descriptions	PIC
Pre-event Preparations				
11	14 October	Sponsor Acquisition	This will be ongoing as the earliest giveaway will be held on January	Hans Tsai and Nadine Chandra
11	15 October	Merchandise Design		Feline Fenecia and Kimie Megan
N/A	10-30 November	Merchandise Order and Payment	This will be a range of time as multiple suppliers will be contacted	Sarah Lim, Anthony Ngadiyoto, Kimie Megan, Feline Fenecia
Event Day				
0	January	Holiday Pack Giveaway		Sophia Yap
0	February	Summerfest Giveaway		Aaron Johannes
1	March	Overseas Welcome Pack Giveaway	On going as students will have staggered return to Australia	Sarah Lim

6. Conclusion

Please do not hesitate to approach Anthony Ngadiyoto or the Education and Welfare Department regarding this proposal.

Prepared by,

Anthony NGADIYOTO
Education and Welfare Vice President 2021/22
UMSU International

Christmas Dinner Proposal

Central Committee Meeting #5 – Friday, 15th October 2021

1. Introduction

Christmas is one of the most festive times of the year. In order to celebrate the festivities, a Christmas dinner will be held for students within Melbourne in order to create a sense of community and joy. This is especially important for students who are unable to celebrate with their family who are overseas. The dinner will be held with lots of Christmas activities such as Secret Santa so that students can form meaningful bonds with other students and feel welcomed. Online and overseas students will also be involved by joining our Best Costume competition and winning festive prizes!

2. Objectives

This event aims to:

- To support International students over the Christmas holidays and provide them with a community to rely on
- To help international students make friends and develop bonds
- To showcase UMSU International as a Community of friendly and supportive OBs and ISAs

3. Event Details

Date	: Monday, 20 th December to Thursday, 23 rd December 2021
Venue	: In-Person, Restaurants across Melbourne
Number of Attendees	: 60 people
Coordinators	: Aaron JOHANNES, Anthony NGADIYOTO, Sarah Wooi Ern LIM, Arya KUSHWAHA, Zheng (Liz) ZENG, Mayvelynn NURIMBA & Elsa DAI
Manpower	: 8 Committee Members (4 C&S and 4 Welfare) & 10 ISAs (5 online and 5 offline)
Budget	: \$3,000

4. Event Overview

60 participants in person will go to restaurants to eat a meal, \$30 subsidized by us, and participate in activities such as Secret Santa/Exchanging Christmas Cards by themselves, and will receive Goodie Bags (including props/candies, sunscreen, glitter), as well as Christmas crackers, candy canes.

5. Event Timeline

<https://docs.google.com/spreadsheets/d/11ud58krTKhtTQImnNOa0z7-7DLnDm0SQnIa821KoHz8/edit#gid=511008115>

Wk #	Date	Activity	Descriptions	PIC
Pre-event Preparations				
	10/10/21	Meeting	Discussing, Filling in proposal, setting up basecamp	Anthony NGADIYOTO, Aaron JOHANNES, Sarah LIM, Arya KUSHWAHA, Mayvelynn NURIMBA, Elsa DAI
	15/11/21	Create a list of restaurants and pass it to ethical committee	Try to have as many restaurants as possible as basecamp usually takes time to get back to us.	Elsa DAI, Liz ZENG, Sarah LIM
	10/11/21	Get approved restaurants list from Partnerships and Sponsorships	There are several restaurants that have been approved from last time, some were really good and we might be able to work with them again.	Elsa DAI, Liz ZENG, Sarah LIM, Aaron JOHANNES, Anthony NGADIYOTO
	13/12/21	Create route planning and booklets for each restaurant.	A booklet needs to be made for the travel buddies to direct their group members to the restaurant.	Mayvelynn NURIMBA, Arya KUSHWAHA
	6/12/21	Prepare logistics and goodie bags	Logistics needs to be purchased from an approved vendor for the goodie bags and decorations.	Elsa DAI, Liz ZENG, Sarah LIM, Aaron JOHANNES
	22/11/21	Create Ticketing and Get deposits from students	Ticketing will be done from TryBooking where 5 dollar deposits will be given to us.	Mayvelynn NURIMBA, Arya KUSHWAHA, Aaron JOHANNES, Anthony NGADIYOTO
Event Day				
	20-23/12/21	Dinner	Participants will have up to 25/30 dollars to eat. Can either share the total value within the participants or buy individually.	Aaron JOHANNES, Sarah LIM, Elsa DAI, Liz ZENG
	20-23/12/21	Secret Santa	Participants are notified	Aaron JOHANNES,



		Session	beforehand that they can choose to participate in a Secret Santa Gift Exchange (5-10 dollars)	Sarah LIM, Elsa DAI, Liz ZENG
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Pre-event

- Sourcing Restaurants that are willing to collaborate with UMSU International
- Taking Registration and Deposits
- Emailing participants informing them about the location and time
- Deciding on Routes to take participants

Event Day

Event Flow

Time	Activity	Details	PIC
6pm	Meet Up and Attendance	This involves someone greeting the participants and checking whether they had registered for the event	Liz Zheng
6:30 - 8:00pm	Dinner Served	Meals are chosen and dinner is shared	Elsa Dai
8.00 - 8.30 pm	Door Prize Giveaway and Christmas Board	Door prizes are given away and participants fill in their messages to fill in the Christmas board	Aaron Johannes
8:30 pm	Pack up	Decorations are removed from the vicinity and thanking the restaurant for collaborating with us	Sarah Lim

6. Budget

A total of **\$3000** have been allocated for this event, with the breakdown as listed below: We are marketing that we will be subsidizing \$30 per meal for Christmas dinner, however ticketing will cost \$5 for the participants, therefore allowing us to only subsidize \$25 per person.

Items	Quantity	Unit Cost (AUD)	Total Cost (AUD)
Dinner Subsidy	60	\$25.00	1,500.00
Goodie Bags	60	\$20.00	1,200.00
Miscellaneous	1	\$300	300.00
TOTAL			3,000.00

The total cost will be split equally between the E&W and C&S Department.

7. Conclusion

The Welfare department and the Cultural and Social Department endeavor to provide support and a community to International students of the University of Melbourne. We recognise the importance of social support in a time where people are largely disconnected, and the significance that a community can make to students who are alone without friends and family over the holidays. With events like the Christmas Dinner, we hope to establish UMSU International as a home to International students, and a place students can look to for help, support and to find friends and connections.

This concludes our proposal for the Christmas Dinner Proposal 2021. Please do not hesitate to contact the CnS x Welfare Department should you have any queries.

Prepared by,

Sarah Wooi Ern LIM and Mayvelynn NURIMBA
Welfare Department 2021/22
UMSU International

Arya KUSHWAHA and Elsa DAI
Cultural & Social Department 2021/22
UMSU International

Diwali Festival Proposal

Central Committee Meeting #5 – Friday, 15th October 2021

1. Introduction

Diwali is a celebration of lights that represents the triumph of good over evil, light over darkness, and knowledge over ignorance. It is one of the most widely observed festivals on the planet. Onshore students have been away from home for two consecutive years and might be going through conflicted emotions.

Quoted from their proposal

To promote inclusivity and establish the importance of community building, the Indian Graduate Student Society, Bollywood Club and the Indian Food Society, in collaboration with UMSU International's C&S, and E&W would like to propose a giveaway to students.

2. Objectives

This event aims to:

- To support International students during the Diwali Festival and provide them with a community to rely on
- To help international students make friends and develop bonds
- To showcase UMSU International as a Community of friendly and supportive OBs and ISAs

3. Event Details

Date	: Wednesday, 3 November to Friday, 4 November 2021
Venue	: Online
Number of Attendees	: 300-500 Students
Coordinators	: Anthony NGADIYOTO, Aaron JOHANNES, Riddhi AGARWAL, Jocelyn WONG
Manpower	: 6 Coordinators Committee Members
Budget	: \$4,000

4. Event Overview

During this event, both participating onshore and offshore students will be given a \$20 dollar gift card where they are able to use. Participants will also have the opportunity to join a Social Gathering Night where they will be given the chance to eat together in the call, and socialise with some games.

5. Event Timeline

Wk #	Date	Activity	Descriptions	PIC

Pre-event Preparations				
		Create Basecamp Project	Basecamp is created by Anthony to communicate visual, promotional or ethical checks.	Intl
		Registrations	Registrations will be created by the Clubs, however email addresses will be verified by Aaron and Anthony before any give away is done.	Clubs
		Create Visual and Promotional Assets	Clubs are to provide us with some design elements, and we will communicate them with Basecamp and ensure design is appropriate for UMSU Intl's Social Media	Intl and Clubs
		Create Greetings Video	Collaborate to create a video greetings	Intl and Clubs
Event Day				
		Send out video greetings and gift cards	All organizations will send out the video greetings, and gift cards to the registrants	Intl and Clubs
		Social Night	Clubs will hold a social night for participants who are interested to come	Clubs
Post Event				
		Reimbursement	Treasurer will be in contact with basecamp to help with reimbursement	Intl
		Feedback		Intl

Pre-event

- Registrations, Promotional and Video to be made and collaborated.
- The details of the participants will be verified to ensure they are part of the University of Melbourne and there are no duplicates.
- The design will be made by basecamp and cross checked with the MnC department for approval.

Event Day

- Social Night will be hosted by clubs.
- Greetings Video will be posted in our Social Media on the 4th of November.



Post Event

- Reimbursements / Direct Payment will be done for the gift card. (Woolies via Prezzye)

6. Budget

A total of **\$4000** have been allocated for this event, with the breakdown as listed below:

Items	Quantity	Unit Cost (AUD)	Total Cost (AUD)
Voucher for Giveaway	300	20	6000.00
TOTAL (UMSU International is subsidising 2/3, POC is subsidising 1/3)			4000.00

The total cost will be split equally between the E&W and C&S Department.

7. Conclusion

This concludes our proposal for the Diwali Festival 2021. Please do not hesitate to contact the Education & Welfare or Cultural & Social Department should you have any queries.

Prepared by,

**Education, Welfare and Cultural & Social Departments 2021/22
UMSU International**



[CANCELLED] Meat and Greet Semester 2 2021 Report
Central Committee Meeting #5 – Friday, 15th October 2021

1. Introduction

This report summarises the Meat and Greet Semester 2 2021. The Meat and Greet was supposed to 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. Throughout the whole semester, there were supposed to be two Meat and Greets in total. The team in charge of organising this event consisted of members in both the Human Resources (HR) Department and the Media & Communications (M&C) Department.

2. Event Details

Date : Dates (For Semester 2, 2021):

Week 7	8 th Sep
Week 10	6 th Oct

Time: 10am - 3pm (Actual event time: 12pm - 2pm)

Venue : North Court

Number of Attendees : -

Coordinators : HR Department: Hermione Wing Laam TO, Vu Hoang (Spencer) LE
M&C Department: Feline FENECIA, Kimie MEGAN

Manpower (for one Meat & Greet) : 10 ISAs, 6 Committee Members

Budget : -

2. Aim

- Introduce UMSU International to students at the University of Melbourne
- Give out free barbeques and drinks

3. Event Flow

TIME	ACTIVITY
------	----------



10am - 12 pm	Set up/ Collecting Orders
12 pm - 2 pm	Cooking/ Distributing Free Food and Drinks
2 pm - 3 pm	Clean up

4. Post Event

The 2 Meat and Greet were cancelled due to restrictions and lockdown imposed in Victoria.

5. Budget

A total of **\$2454** have been allocated for this event, and the total actual expenditure for this event is **\$0** with the breakdown as listed below:

Items	Total Actual Cost (AUD)	Allocated Budget (AUD)
BBQ Hire and Trestle Table - UMSU	0.00	434.00
Coles Delivery	0.00	320.00
Food (Halal Meat & Vegan Options)	0.00	1100.00
Car Rental	0.00	200.00
Miscellaneous	0.00	400.00
TOTAL	0.00	2454.00
Surplus		2454.00

6. Conclusion

This concludes our report for Meat and Greet (Semester 2, 2021). Please do not hesitate to contact any of us should you have any queries.

Prepared by,

Hermione Wing Laam TO
Human Resources Department 2021/22
UMSU International

OSHC Information Session Semester 2 2021 Report

Central Committee Meeting #5 – Friday, 15th October 2021

1. Introduction

This report summarises the OSHC Information Session 2021, which covers the period of 14th September to 4th October .

Event Description:

The Overseas Student Health Cover (OSHC) Information Session focuses on providing useful information on international students' health cover. This includes the features of health cover and detailed explanations of how international students can utilise their OSHC.

2. Event Details

Date	: Monday, 4 th October 2021 [(Time - Melbourne time)]
Venue	: Online
Number of Attendees	: 51
Coordinators	: Jegath KRISHNAMURTHY & Sophia Marguerite YAP
Manpower	: 3 Committee Members & 1 ISA
Budget	: \$100

3. Event Overview

This was an event where UMSU INTL collaborated with VicWise. The event will be divided into two sessions:

1. **Speaker** - Allianz representative. Covering the features and procedures of making a claim.
2. **Panel Discussion** - Moderated by the President of VicWise where students holding health covers from different insurance providers would be invited as panellists. This session provided an opportunity for those students to talk about their experiences of making claims using their health covers.

At the end of each session there was a Q&A session allocated to provide an opportunity for students to clarify any questions they might have.

4. Event Timeline

Wk #	Date	Activity	Descriptions	PIC

Pre-event Preparations				
8	14th September	VicWise Collaboration	Reaching out to VicWise and discussing core details of the event.	Jegath
Mid se m	23rd - 28th September	Speaker approval and confirmation.	The Speaker confirmed and an agreement to be signed between the Speaker & UMSU.	Jegath
Mid se m	22nd - 28th September	Finalising publicity material	Liaise with the Media and Communications department.	Sophia
9	28th Sep - 4th October	Marketing and Registrations	Beginning publicity and accepting online registrations	Jegath
9	30th September	Detailed Runsheet	A runsheet to be provided to the speakers.	Jegath
Post Event				
10	4th - 8th October	Thanking attendees	Thanking the speakers for their time and any leftover questions were answered via emails to students.	Jegath
11	11th October	Gift Vouchers	Gift vouchers sent out to VicWISE for their contribution in organising the event.	Jegath

Event Day

- Reminder email to be sent out to attendees.
- Zoom operator will be spotlighting, timing the speakers & controlling the chat.

Event Flow

Time	Activity	Details	PIC
5:30pm to 6:00pm	Pre-event brief	ISAs & Speakers briefed about the event flow and final technical checks conducted.	5:30pm to 6:00pm
6:00pm to 6:02pm	Waiting time	Allowing students to join in.	6:00pm to 6:02pm
6:02pm to 6:05pm	Introduction	Acknowledgement of Country and event flow explained.	6:02pm to 6:05pm



6:05pm to 6:20pm	Session 1: Speaker	Allianz representative to present.	6:05pm to 6:20pm
6:20pm to 6:30pm	Session 1: Q&A	Q&A to be conducted based on session 1.	6:20pm to 6:40pm
6:30pm to 6:45pm	Session 2: Panel Discussion	The president of VicWISE is introduced and takes over the session.	6:40pm to 6:55pm
6:50pm to 6:55pm	Session 2: Q&A	Q&A to be conducted based on session 2.	6:55pm to 7:08pm
6:55pm to 7:00pm	Wrap up	Thanking the speakers for their time.	7:08pm to 7:10pm

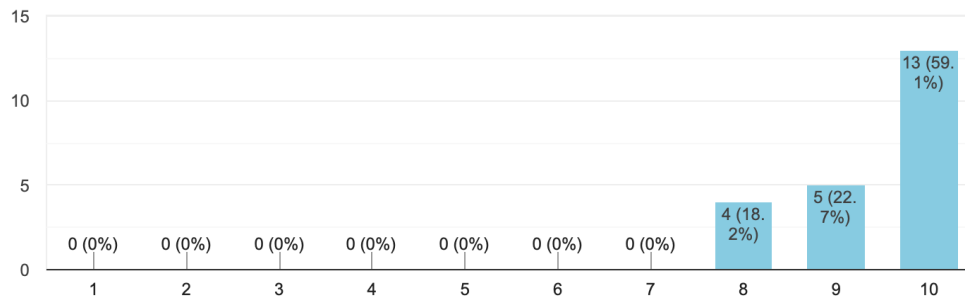
5. Reflections

- Number of attendees was higher than expected and we realised that OSHC has a much higher potential and target audience.
- Session 1 (Allianz): Speaker was really informative and students found this session to be most useful based on the feedback.
- Session 2 (VicWISE): The transition between speaker 1 and speaker 2 seemed to cause a break in event flow. This might have been because the speaker had gone out of topic at a few instances and seemed to take more control over the event
- The total event run time was considered to be “not enough” due to multiple speakers presenting within the specified hour. This was also the reason for the delay in ending the event.

6. Feedback

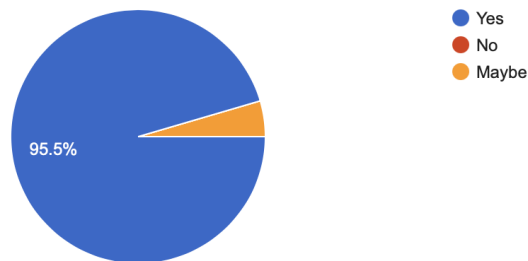
How useful was the event?

22 responses



Would you recommend this event to your friends?

22 responses



Thank you for holding the event!

Its really useful, it helped me know more ab my right as an international student ^^

Great Event

It was really useful and practical. I learned so much more than I expected about OSHC and the kind of mindset I should have when claiming. I wish more international students would join this event as I found this really realistic and applicable to our own situations.

7. Good presentation and useful information

- Use an automatic mailing system so emails (including the zoom link for the event) don't need to be sent out manually to participants.
- Collaborate with a single speaker for the event in order to maintain a smooth event flow. However, in the case of two speakers required, it's highly recommended to allocate more than an hour of event runtime.
- For future committees, analyse well before reaching out to collaborate with external organisations. Evaluate the pros and cons from UMSU INTL's perspective before reaching out and assure ground control over the event at all times.
- Moving forward, it is also recommended to set a timeline for events and allocate at least a week for marketing purposes.

8. Budget

A total of **\$100** have been allocated for this event, and the total actual expenditure for this event is **\$100** with the breakdown as listed below:

Items	Quantity	Unit Cost (AUD)	Total Actual Cost (AUD)	Allocated Budget (AUD)
VicWISE Appreciation Gift	2	\$25	\$50.00	\$50.00
Miscellaneous fee - Social Media Marketing Boost	1	\$50	\$50.00	\$50.00
TOTAL			\$100.00	\$100.00
Surplus/ Deficit				\$0.00

9. Conclusion

This concludes our report for the OSHC Information Session Proposal 2022. Please do not hesitate to contact the Education Department should you have any queries.

Prepared by,

Jegath KRISHNAMURTHY
Education Department 2021/22
UMSU International

PR/Visa Workshop #2 Semester 2 2021 Report

Central Committee Meeting #5 – Friday, 15th October 2021

1. Introduction

This report concludes the PR/Visa workshop which was held on the 9th October 2021 and had the following objectives:

- To offer international students information about the process and pathways of obtaining a Permanent Residency or other forms of visas.
- To familiarise students with Australian migration policies & mechanisms.
- To clarify some questions that final year/graduating students may have on visa options and/or migration mechanisms

2. Event Details

Date	9th October 2021
Time	4-6pm AEST
Venue	Zoom Webinar
Speaker	Yapit Japoetra
Participants	41
Coordinator	Liqiong Huang & Vijeta Bhatia

3. Event Flow

Time	Activity
3.45pm to 4.00pm	IT preparation: check internet connection and zoom link
4.00pm to 4.05pm	Introduction
4.05pm to 4.20pm	Information session - part 1
4.20pm to 4.40pm	Q&A session
4.40pm to 4.55pm	Information session - part 2
4.55pm to 5.15pm	Q&A session
5.15 pm -5.30 pm	Information session - part 3

5.30pm - 5.50 pm	Q&A session
5.50 pm	Wrap up workshop

4. Expenditure

	Amount
Budget Allocated	\$100
Actual Expenses	
Appreciation gift for the speaker	\$50
Total Actual Expenses	\$50
Budget Surplus	\$50

5. Feedback and Suggestions

5.1 Publicity and Registration

Event registration was opened on the 24th September 2021, 2 weeks before the event. In total we had 82 bookings.

5.2 Attendance

Students registered through Trybooking, and they were automatically sent confirmations with the zoom link. A reminder email was sent out to participants the day before the event. A total of 41 participants attended the event on the day.

5.3 Information Session

The workshop included PR/Visa information sessions and Q&A sessions, which were similar to previous PR/Visa workshops of Semester 1. The speaker explained Australian migration policy and offered advice on obtaining Permanent Residency/working visas in a very clear manner. After each information section, there was a Q&A session where the speaker answered questions from every attendee. Students were informed to post their questions by the host using the Q&A option on the zoom application. Students also expressed positive

feedback for the advice provided by the Speaker (Mr. Yapit Japoetra). Throughout the live session, the team attempted to filter personal and redundant questions and prioritized questions relative to most students in common.

5.4 Feedback

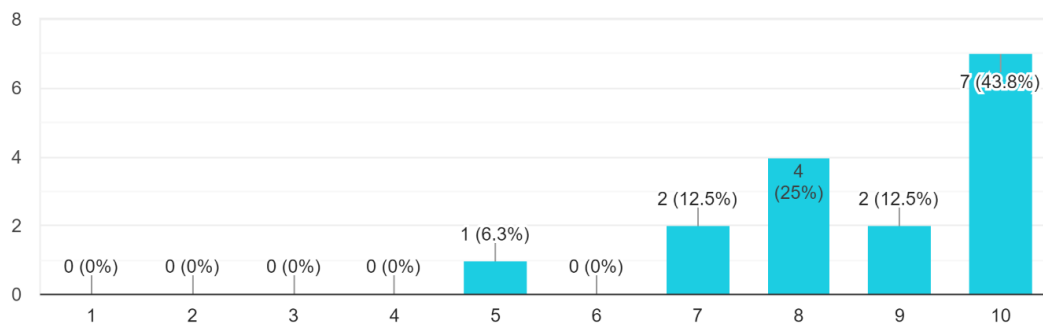
At the end of the workshop, the google link for the feedback was shared with all the participants through zoom chat. This message was posted three times so that no attendee should miss the feedback form. All attendees were encouraged to fill the form by repeated messages on the zoom application while the event was coming to an end.

5.5 Suggestions

We could have expected more attendance numbers for this event. Unfortunately, this event was conducted on a Saturday of a week when the majority of the students were either busy with their assignments, exam preparation or taking a rest. Incentive for this event, similar to the previous PR/Visa, could be increased for better participation from the crowd. Another suggestion is to have themes for each PR/Visa workshop to introduce variety into the seminar.

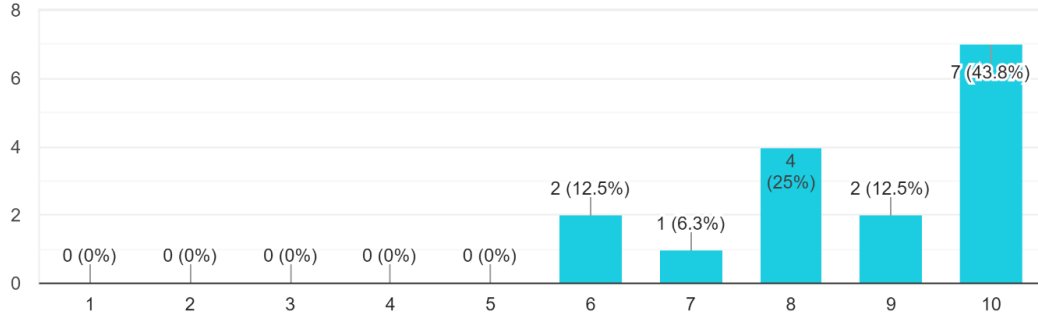
The responses were as follows:

How satisfied were you with this event?
 16 responses



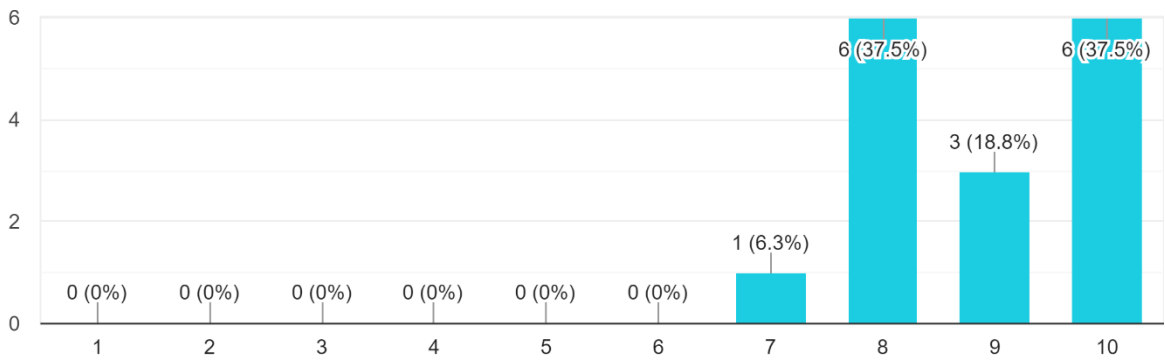
How useful was the event?

16 responses



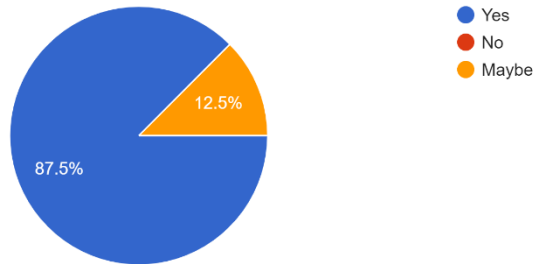
How would you rate the speaker from this workshop?

16 responses



Would you recommend this event to your friends?

16 responses





6. Conclusion

This concludes the report for PR/Visa Workshop#2, Semester 2 2021. Overall, the team was able to cover the objectives of this workshop and we had great feedback from the participants. Please feel free to approach the Education team should you have any queries or concerns about this event.

**Prepared by,
Vijeta BHATIA
Education Department 2021/22
UMSU International**



6. Other Business

- President's Report
- Vote of Confidence for the UMSU International President
 - A two-thirds (2/3) majority vote of confidence from the UMSU International Central Committee shall be called for within six (6) weeks from the first day the President officially takes office. If the President fails to receive confidence from the UMSU International Central Committee, he/she shall cease to be President. A By-Election for the President's position shall be held within three (3) weeks after the vote of no confidence, subject to section 9.

7. Next Meeting

CCM #6

Date : Friday, TBA 2022 (16:30)

Venue : Zoom