



## THE EXTERNAL AFFAIRS COMMITTEE

The Guild of Students  
University of the West Indies  
Mona Campus

### MEETING MINUTES

**Sunday, September 29 2024 | 4:00 PM - 5:00 PM | Hybrid**

Time of Commencement: 4:10 pm

#### Attendees:

1. Michael John - EAC
2. Maliek Harris - Secretary of Administrative Tasks
3. Davi-Ann Williams - Secretary of Communication
4. Breanna Lionel - Project Manager
5. Jhavoy Pryce - PCC
6. Ashley Clarke - Sponsorship Coordinator
7. Tenesha Stephenson - Director of Outreach Events
8. Gio-vanya Lambie - Volunteerism Coordinator
9. Chelsea Pryce - VP of Inreach
10. Roshawna Chambers - PRO
11. Cheye-Ann Meikle - Project Manager
12. Samantha Green-Carter - Project Manager
13. Leah-Jay Holness- Director of Inreach Events
14. Britnie Ashley - Project Manager
15. Zoya Hanson - Volunteerism Coordinator
16. Andrae Robb - PCC
17. Jayden Wolfe - Project Manager
18. Amanda Augustine- Army of Good Representative
19. Jonell Nelson - Army of Good Representative
20. Keanua Anderson - Army of Good Representative

#### Absentees:

1. Makeena Gray - PRO
2. Christian Douglas - PCC
3. Shanoya Reynolds - Project Manager
4. Esther James - Project Manager
5. Conroy Johnson - Treasurer
6. Addis Clarke - Sponsorship Coordinator
7. Nickanya Brown - VP of Outreach



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### MINUTES

Michael John, External Affairs Chairperson, commenced the meeting with a greeting and shared the agenda for the matters to be discussed.

#### MEETING AGENDA:

##### **1. Overview of Inreach Portfolio**

Chelsea Pryce, Vice President of Inreach, addressed the committee on the progress of her portfolio since the beginning of the semester. The month of September saw the launch of the Sexual and Reproductive Health Campaign, with the central focus of that month being Polycystic Ovary Syndrome (PCOS). In summary, Chelsea expressed a need for improvement but was satisfied with the event.

Additionally, the UWI Guild EAC celebrated Deaf Awareness Month and engaged in many activities throughout the period. These activities included the fundraiser sale of snow cones and ribbons, in collaboration with Sign Clubs of Jamaica, which garnered around fourteen thousand in sales. The Guild EAC also hosted Deaf Can Coffee at the Commuters Lounge to sell to the student population.

Chelsea stated that there is a need for more fundraisers for the committee, demonstrating that there is room for improvement in raising funds and more communication and social media engagement for our events and fundraisers to pull more persons.

On the matter of the involvement of the project managers, Chelsea expressed satisfaction with the work that was assigned from the Inreach portfolio and showed appreciation for their support and work ethic for the recent events held in the first weeks of the semester.

##### **2. Overview of Outreach Portfolio**

Tenesha Stephenson, Director of Outreach Events, addressed the committee on her portfolio and spoke on Nickanya Brown's behalf, Vice President of Outreach.



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The Outreach Committee was responsible for executing the Back-to-School Treat, International Coastal Cleanup Day, as well as the Sign Language Workshop - collaboration with the Inreach Committee. The events were proven to be a success for the portfolio. On the matter of the project managers, Tenesha also expressed approval of them, who were assigned to the Outreach portfolio.

### 3. The Army of Good

Michael stated that for the Army of Good, this portfolio would be placed under the responsibility of the Volunteerism Coordinators, Zoya Hanson and Gio-vanya Lambie.

Additionally, new executive members were added to the Guild EAC Committee in the capacity of Army of Good Representatives - Jonell Nelson, Amanda Augustine and Keanua Anderson. Michael invited each person to introduce themselves in the meeting.

Zoya subsequently spoke on upcoming projects that will be held during the academic year, such as the Vision 2020 Project, which will be taking place on October 3 2024, in Yallahs, St. Thomas.

Michael also highlighted another project, the HOPE Tutoring Project, where the focus will be on primary schools and stated that a graphic should be sent out soon to collect volunteers who are interested in participating in the project.

Finally, an upcoming project that was mentioned was the breast cancer fundraiser sale, where the committee will be selling armbands during Breast Cancer Awareness Month and the Pink Run.

### 4. PROs

Michael addressed the committee on Roshawna and Makeena's behalf. It was stated that the PROs requested a videographer and the graphic for such would be shared on the EAC's social media platforms.

Michael implored the PROs to utilise the EAC's TikTok page, as well as increase efficiency in the posting of our events and updates on the Instagram account, and increase engagement with our social media.



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### 5. PCCs

The PCCs had requested an additional PCC in their portfolio, as well as a Writer and Editor for their publications and other materials. It was suggested that the PCCs provide a schedule for making graphics for upcoming events and initiatives; with emphasis placed on giving adequate time for the PCCs to operate and produce graphics for our initiatives, to prevent haste or delays.

Additionally, Andrae Robb (Writer and Editor) gave an update on the newsletter. A giveaway will be distributed as an incentive for persons to sign up and subscribe to the newsletter.

### 6. Plans for the Month of October

Michael took the opportunity to update the committee on the activities planned for the month of October, highlighting its alignment with breast cancer awareness, particularly through the widely recognised Pinktober initiative. He emphasised that the focus this year would not only be on raising awareness but also on actively engaging the community through key initiatives. In addition to Breast Cancer Awareness, Mental Health Day is an important day to commemorate during October and is also a focus for the committee.

One of the highlights of the month will be the sale of Pinktober armbands. These armbands will serve not only as a symbol of solidarity and support for breast cancer survivors and those currently battling the disease, but they will also function as a fundraising tool. Michael encouraged everyone to promote the sale of these armbands, stressing that this initiative will play a crucial role in making a tangible impact.

Moreover, Chelsea mentioned other activities centred around breast cancer awareness, such as the collaboration with Krispy Kreme to sell pink-themed donuts, with communication ongoing. If this collaboration is unsuccessful, an alternative would be to sell pink slushies. Another activity that was highlighted was the tie and dye fundraiser.

On the matter of Mental Health Day, the EAC showed interest in collaborating with the Department of Sociology, Psychology and Social Work for their mental health forum. As such, Chelsea was asked to reach out to the student representative for further information. Moreover, the suggestion was made to conduct interviews with professionals as an initiative for mental health.



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Additionally, Michael confirmed that the team would seek to host the Pinktober 5K Run, scheduled for the 26th\* of October. This event is projected to be the trademark activity for this month's initiative. It was mentioned that sponsors and other key stakeholders are actively being engaged and that updates would be provided when made available.

Michael also encouraged committee members to support initiatives being hosted by other halls and faculties, as well as other entities on campus throughout the month.

In the discussion about the month's fundraisers, a date would be announced and the recommendation of facilitating hall walks was put forth, with the assistance of committee members and the pre-made signup form to sell the armbands. The goal for this month is to sell approximately eight hundred armbands.

### 7. Comments

No comments were made by members of the committee.

### 8. Issues and Concerns

Michael addressed some issues that are being faced within the EAC portfolio.

#### (a) Committee Shirts

Some members have yet to pay for their shirts and were encouraged to contact the secretaries to arrange payment, as another order is due to be made for both the Polo and Oxford shirts.

#### (b) Attendance

Another issue that was presented in the meeting was the attendance of members at events, including those held by the various halls and fundraisers.

#### (c) Communication with Committee Members

There have been concerns raised regarding the communication between members of the committee. Michael encouraged members to get familiar with each other to ensure more efficiency in the committee.



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### 9. Final Comments

It was suggested and highly encouraged that everyone share the events of the committee to increase engagement and participation.

Zoya spoke more on the upcoming Vision 2020 Project, where it was stated that available committee members or the Army of Good Representatives are encouraged to sign up and participate, along with the volunteers.

A reminder was made on the preceding meeting, set for Sunday, October 6, 2024, at 4 pm, with an invitation extended to the hall and faculty EACs to attend. Furthermore, executive meetings will be held on a bi-weekly basis.

**Time of Adjournment:** 5:00 pm

**Minutes submitted by:** Davi-Ann Williams and Maliek Harris

**Approved by:** Michael John