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| **Group 1** | **Student Name** | **Role** | **Date** | **Time** |
| Meeting 1 | Bozena  | Chair | Monday 20th March | 6:30-7:00 pm |
|  | Archa | Minute Taker |  |  |
|  | Rita | Committee member |  |  |
|  | Zoe | Committee member |  |  |
|  | Khin | Committee member |  |  |
|  |  |  |  |  |
| Meeting 2 | Rita | Chair | Monday 20th March | 7:15-7:45 pm |
|  | Zoe | Minute Taker |  |  |
|  | Archa | Committee member |  |  |
|  | Bozena | Committee member |  |  |
|  | Khin  | Committee member |  |  |
|  |  |  |  |  |
| Meeting 3 | Archa | Chair | Monday 20th March | 8:00-8:30 pm |
|  | Khin | Minute Taker |  |  |
|  | Bozena | Committee member |  |  |
|  | Rita | Committee member |  |  |
|  | Zoe | Committee member |  |  |
|  |  |  |  |  |
| Meeting 4 | Zoe | Chair | Wed 22nd March | 6:30-7:00 pm |
|  | Rita  | Minute Taker |  |  |
|  | Archa | Committee member |  |  |
|  | Bozena | Committee member |  |  |
|  | Khin | Committee member |  |  |
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| Meeting 5 | Khin | Chair | Wed 22nd March | 7:15-7:45 pm |
|  | Bozena | Minute Taker |  |  |
|  | Archa | Committee member |  |  |
|  | Rita | Committee member |  |  |
|  | Zoe | Committee member |  |  |
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| **Group 2** | **Student Name** | **Role** | **Date** | **Time** |
| Meeting 1 | Rosie | Chair | Monday 20th March | 6:30-7:00 pm |
|  | Bonnie | Minute Taker |  |  |
|  | Laurence | Committee member |  |  |
|  | Mingmin (Ada) | Committee member |  |  |
|  | Alex | Committee member |  |  |
|  |  |  |  |  |
| Meeting 2 | Alex | Chair | Monday 20th March | 7:15-7:45 pm |
|  | Laurence | Minute Taker |  |  |
|  | Rosie | Committee member |  |  |
|  | Bonnie | Committee member |  |  |
|  | Mingmin (Ada) | Committee member |  |  |
|  |  |  |  |  |
| Meeting 3 | Bonnie | Chair | Monday 20th March | 8:00-8:30 pm |
|  | Mingmin (Ada) | Minute Taker |  |  |
|  | Rosie | Committee member |  |  |
|  | Alex | Committee member |  |  |
|  | Laurence | Committee member |  |  |
|  |  |  |  |  |
| Meeting 4 | Laurence | Chair | Wed 22nd March | 6:30-7:00 pm |
|  | Rosie | Minute Taker |  |  |
|  | Bonnie | Committee member |  |  |
|  | Alex | Committee member |  |  |
|  | Mingmin (Ada) | Committee member |  |  |
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| Meeting 5 | Mingmin (Ada) | Chair | Wed 22nd March | 7:15-7:45 pm |
|  | Alex | Minute Taker |  |  |
|  | Bonnie | Committee member |  |  |
|  | Rosie | Committee member |  |  |
|  | Laurence | Committee member |  |  |
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| **Group 3** | **Student Name** | **Role** | **Date** | **Time** |
| Meeting 1 | Maryam | Chair | Monday 20th March | 6:30-7:00 pm |
|  | Labib | Minute Taker |  |  |
|  | QinQin (Jane) | Committee member |  |  |
|  | Jikai (Steven) | Committee member |  |  |
|  | Vanessa | Committee member |  |  |
|  |  |  |  |  |
| Meeting 2 | QinQin (Jane) | Chair | Monday 20th March | 7:15-7:45 pm |
|  | Vanessa | Minute Taker |  |  |
|  | Jikai (Steven) | Committee member |  |  |
|  | Maryam | Committee member |  |  |
|  | Labib | Committee member |  |  |
|  |  |  |  |  |
| Meeting 3 | Jikai (Steven) | Chair | Monday 20th March | 8:00-8:30 pm |
|  | Maryam | Minute Taker |  |  |
|  | Vanessa | Committee member |  |  |
|  | Labib | Committee member |  |  |
|  | QinQin (Jane) | Committee member |  |  |
|  |  |  |  |  |
| Meeting 4 | Labib | Chair | Wed 22nd March | 6:30-7:00 pm |
|  | Jikai (Steven) | Minute Taker |  |  |
|  | Vanessa | Committee member |  |  |
|  | Maryam | Committee member |  |  |
|  | QinQin (Jane) | Committee member |  |  |
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| Meeting 5 | Vanessa | Chair | Wed 22nd March | 7:15-7:45 pm |
|  | QinQin (Jane) | Minute Taker |  |  |
|  | Labib | Committee member |  |  |
|  | Jikai (Steven) | Committee member |  |  |
|  | Maryam | Committee member |  |  |
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| **Group 4** | **Student Name** | **Role** | **Date** | **Time** |
| Meeting 1 | Xinyu (Shawn) | Chair | Wed 22nd March | 6:30-7:00 pm |
|  | LinLin | Minute Taker |  |  |
|  | Xinlan (Lancy) | Committee member |  |  |
|  |  | Committee member |  |  |
|  |  |  |  |  |
| Meeting 2 | Xinlan (Lancy) | Chair | Wed 22nd March | 7:15-7:45 pm |
|  | Xinyu (Shawn) | Minute Taker |  |  |
|  | LinLin | Committee member |  |  |
|  |  | Committee member |  |  |
|  |  |  |  |  |
| Meeting 3 | LinLin | Chair | Wed 22nd March | 8:00-8:30 pm |
|  | Xinlan (Lancy) | Minute Taker |  |  |
|  | Xinyu (Shawn) | Committee member |  |  |
|  |  | Committee member |  |  |
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| 001186474 | ABDELAZIM, Ahmed Soliman |
| 001196770 | ABRAHAM, Archa |
| 001003442 | ALADHAM, Reema |
| 001066770 | AUTRET, Laurence |
| 001193992 | AZIZI TAVAKOLI, Labib |
| 001196804 | BARAZESH, Nasim |
| 001124200 | CHELMINIAK, Bozena |
| 001196739 | DAI, Xinyu (Shawn) |
| 000947253 | DONG, QINQIN J. |
| 001181136 | EBRAHIMI, Maryam |
| 000940319 | FARAH, Isack Yusuf |
| 001172071 | KAUR, Navninder |
| 001180988 | LE, Thi Bao (Quyen) |
| 001086878 | LI, Jing (Bonnie) |
| 001123216 | Liao, Jing (Rita) |
| 000848504 | LIN, Khin |
| 000636660 | MAGHSOUDI, Solmaz |
| 001096566 | MOUSAVI, Seyedmohammadhossein |
| 001196711 | PEDROSO MONTAGNER, Erica |
| 000932672 | PILLCO PORLLES, ROCIO N. (Rosie) |
| 001194538 | POORSHAD, Fatemeh (Zoe) |
| 001187531 | QUIROZ ROJAS, Vanessa |
| 001182643 | RYBALKIN, Oleksandr (Alex) |
| 001037238 | XIE, Xinlan (Lancy) |
| 001183739 | YANG, Jikai (Steven) |
| 000833122 | ZHANG, Linlin  |
| 001088323 | ZHOU, Mingmin (Ada) |

NB No response received from Ahmed, Nasim, Yusuf, Navninder to do assessment.

NB Student email address is ID Number followed by @student.tafesa.edu.au

Eg 001186474@student.tafesa.edu.au

Exchange contact details with group to keep informed.

Send Agendas and supporting documents to Steale and participants by Mon 13 Mar.

Record your session with mobile phone and send link to participants and Steale.

Minutes to be submitted by Wed 29 Mar to participants and Steale.