A meeting of the

Postgraduate Students’ Association

Held in the
Postgraduate lounge
Level 4 Kate Edgar
Information Commons
On 12th June,
2015, at 9:00am
1. Personnel Matters:

Chair of the Meeting: Mohamed Alansari

Presents: Chiara, Ankit, Jo Administrator, Jingjing, William, Amir, Samin, Mabingo, Denver, Andrea, Camelle, Eryn, Wendy, Christine

Apologies: Natalie, Jia, Dharani

Absent: Lucia, Piyush

Resigned: Patrick Flamm

Agenda Items

1. Adoption of Previous Minutes
   Second: Wendy
   Approved

2. Vote new members
   Done on line

3. Voting on events t-shirts budget (Eryn)
   Approved
   The cost will be about 30 dollars for each t-shirt (for an amount of 10 t-shirts); less dollars for more t-shirts. Eryn will bring a detailed quote at the next meeting
   Colors of the t-shirts: yellow, green, blue – yellow is approved
   Add PGSA label on the front, for visibility; the t-shirts have to be used during all the events organized by the PGSA; t-shirts will be for all the members of the board

4. Voting on event: Movie night (Wendy)
   For details about the event have a look on the event form
   Second: Camelle
   Approved

5. Advertising events (Eryn/Wendy/Amir)
   We should follow a strategy for avoiding spam
   We should follow a protocol/format to standardize the events format
   Change the content of the email object – ex: “last reminder”
   Change the timing of the emails – 1 week / 3 days / 1 day before the event
   The events team and the communication team have to work together; Amir and Andrea will attend the events team meetings
6. Feedback to Student Learning Service on current workshops provided to Post-grad students (Mohamed)
   Suggestions of PGSA – distribute the basic/advanced workshops all over the year, according to PhD students enrollment; create series of workshops with a theme; organize more workshop when the attendance is high; suggestions for new topics

7. Caroline Daley attend to PGSA board meeting
   Also to talk about the forthcoming “Supervision award”

Treasurer’s Report (Matt):
• We have $380 in online account and $4200 in Go account as of June 12th, 2015.

Events:
- Yoga event: first survey sent out; 20/20 responses
- Newmarket industrial event: PGSA should participate? Provide more details

Feedback from Committee Meetings:
A. Board of Graduate Studies (BOGS) - (Mohamed/Camelle)
B. Doctoral Skills Programme (DSP) - (Christine/Piyush/Claudia)
C. Student Consultative group - (Mohamed/Camelle/Eryn)
D. Doctoral Morning Tea (DMT) - (Chiara/Camelle)
E. Research Committee - (Mohamed)
F. UoA Ethics Committee – (Natalie)
G. Library – (Jingjing)
H. Master’s Exit Survey – (Mohamed)
I. Health and Safety Working group – (Amir)
   Website, to download research material. The workshop is now in the provisional year requirements.

Other Items:
G. New Members
H. Other affiliated PGSA’s
I. Communications (Facebook/Twitter/Newsletter) - (Amir/Jingjing)
   New ideas about things to include in the newsletter: forthcoming events, feedback of events, nice stories, scholarships, funding, etc...
K. New Matters Arising

Meeting Adjourned
10.10 am.