A meeting of the

Postgraduate Students’ Association

Held in the
Postgraduate lounge
Level 4 Kate Edgar
Information Commons
On 18th September,
2015, at 9:00am
1. **Personnel Matters:**

**Chair of the Meeting:** Mohammed

**Presents:** Eryn, Chiara, Andrea, Denver, Camelle, William, Jo admin, Piyush, Amir, Ankit, Lars (new member), Johnny (events)

**Apologies:** Mabingo, Wendy, Lucia, Jingjing

**Absent:** Christine, Dharani, Jia, Natalie, Samin

**Agenda Items** 9.10 am

1. Adoption of Previous Minutes
   Second: Andrea
   4 September - passed

2. Vote new members
   - Lars, Faculty of Arts

3. GTA survey report (Mohammed)
   - Refer to the file attached to the agenda
   - Discussion, comment and feedback from the board
   - The document will be submitted to the Board of Graduate Studies

4. Student email policy (Mohamed)
   - Refer to the file attached to the agenda (Student Consultative Group, meeting: next Monday)
   - Important: often the students newly enrolled are not added to the mailing lists of the Department/Faculty
   - According to the new regulation students are allowed to send emails to the mailing groups across the university. Is it really the case???

5. PGSA end of the year event – 23rd October, 6 to 7 pm (Johnny/Camelle).
   - The location might be Strata café
   - Recruiting people from the board to help during the event
   - Time sheet will be send out to the board for volunteering and help during the event

   - 14 students signed up
   - Waiting for the results of the preliminary internal contests of the Faculties of Arts, Health and Engineering. They can send from 2 to 20 participants
- Send an email to the Engineering students to remind them about the registration to the Exposure
- Recruiting people from the board to help and volunteer during the event
- A sign-up sheet with roles and time will be send out to the board (Andrea)

7. DMT is in Epsom campus, 17th September, at 10am.
   - Good event, good speaker
   - Next DMT will be 15 October, I-Space. The event is dedicated to the PGSA board. Take the minutes of this meeting to spread out to the board.

Treasurer’s Report (Ankitt):
We have $250 in online account and $8,800 in Go account as of September 18th, 2015.

Events’ Report (Wendy/Eryn)
- New events are under planning for this year and the summer
- Funding situation: ask Ankit about the money left for the previous events since the beginning of the year
- PGSA associate members can propose events, that will be evaluated, voted and possibly run according to the financial situation

Speaker event
- Proposal about a possible speaker; probably in the Chapel

Writing retreat
- Next week

Yoga
- Every month in the loft

Communications’ Report (Amir/Jingjing)
- Newsletter: change the format?

Feedback from Committee Meetings:
A. Board of Graduate Studies (BOGS) - (Mohamed/Camelle)
   - GTA survey report (discussed above)
B. Doctoral Skills Programme (DSP) - (Christine/Piyush/Claudia)
   - Latex will be included as part of doctoral skills workshop which is currently organized by IT department.
   - University is in the process of creating an internship database for PhD students.
   - A workshop is being developed for spreading the benefits of ORCID and promoting research through Research Gate and social media sites.
   This will be launched in January 2016.
C.  **Student Consultative group - (Mohamed/Camelle/Eryn)**
   - Student email policy (discussed above)

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)**

**Other Items:**

G.  **New Members**

H.  **Other affiliated PGSA’s**

K.  **New Matters Arising**

**Meeting Adjourned 9.55 am**