



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
6. Exposure updates (Andrea/Jo).
 - 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