

PGSA Board Meeting Minutes
May 13th, 2016 (9 am)
Postgraduate Lounge

Personnel Matters

Chair of Meeting: Piyush Verma

Member's Present: Amir, Severi, Pauls, Chenmu, Janet, Andrea, Arezoo, Arwin, Jo

Apologies: Eryn, Chris, Jayaram, Jingjing, Rachel, Jane, Bhavna, Jinjing, William, Mohamed

Absent: Safal, Seren, Liam, Pratik

General agenda Items:

1. Confirmation of the previous meetings

Amir, Andrea (second) - passed

2. Board register clean-up

New Board list is being prepared and will be posted on PGSA website soon.

3. Call for EOI from postgraduate student associations

- Board members need to contact student association of their faculty/department and introduce PGSA. May also introduce the collaboration process.
- PGSA has already received collaboration request from FMHS.
- Advertisement and an "Expression of Interest" form is under preparation by communication team and will be publicly available soon.
- Board members to ask their respective faculty

Treasurer's Report:

- We have \$3,462 in online account and \$2,341 in the Go account as of date.
- Janet will be the "Acting Treasurer" while Rachel is away.
- Janet need to work with Eryn for Annual Health check of PGSA Account.

Events' Report:

- Previous Event review forms - All done
- Waitakere - Arezoo & Severi volunteered to join the trip next Saturday, 21st May

Communications' Report:

- Standard advertisement template has been prepared and voting is required (may be put up online or can go to next Board meeting)
- Communication team requested UPI for PGSA for centralization of all email accounts and google drives database. Jo (PGSA Administrator) informed that UPI can be issued only to a person (student or staff) and therefore, PGSA has to go for auckland domain email id. Jo will check with IT section if it can be possible and issued at the earliest.
- Amir requested all the Board members to send their detail which is required to be put up on PGSA website by end of next week.
- Amir requested to send the items for newsletter as soon as possible.

Feedback from Committee Meetings:

A. Board of Graduate Studies (BOGS) - (Eryn / Piyush)

- First PGSA report made last month
- Piyush to attend tomorrow and present. GTA survey, good response

B. Doctoral Skills Programme- (Andrea / Pauls)

- Piyush step down and new representative will be “Andrea” & “Pauls”.
- Next meeting is on 20th at 11 am and new representative will be attending the meeting
- Piyush agreed to send the necessary information for the meeting

C. Doctoral Induction Day - (Andrea / Severi)

- Andrea informed that numbers dwindle due to high attendees in Jan & Feb. Need to consider location as students are spread all over auckland (City campus, grafton, tamaki)

D. Student Consultative Group - (Mohamed / Eryn)

- Mohamed will be attending the meeting on 16th.

E. Doctoral Morning Tea - (Arezo / Chenmu)

- *Chenmu & Arezo are in charge*
- *Next Thursday event takes place*

F. Research Committee – (Severi)

- Research Excellence Award was presented last week.
- No meetings held yet

G. Ethics Committee – (Safal)

- n/a

H. Library – (Jingjing)

- n/a

I. Exposure - (Arezo/Chenmu/Jane/Jo)

- Next week have exposure meeting. Tuesday 3.30pm Building 119

Other Items:

- Feedback on the doctoral oral defence centralisation required from the board members by next meeting.
- Piyush requested all the Board members to get the feedback in their respective department and send it to president@pgsa.org.nz or vicepresident@pgsa.org.nz
- Arezo requested to organize some events in Tamaki Campus. Piyush informed that budget to organize the events for different campuses was already considered and will discuss with the President on the matter.
- Chenmu (representing Faculty of Education) highlighted that during public holidays, there is no access of the building and PhD students are requesting PGSA to work on this matter. Jo informed

that it is applicable across the university and initiated by central security department therefore, it is not possible at the moment.

- Jo informed about the next LED talk by Alan Johnson of Salvation Army on 17th at 5:30 pm.

Meeting Adjourned at 9:50 am

APPROVED

**Piyush Verma
In Chair
PGSA**