Personnel Matters

Present: Chris, Jo admin, Arezoo, Andrea, Safal, Liam, Pauls, Chenmu, Chiara, Bhavna
Apologies: Eryn, Piyush, Amir, Arwin, Janet, Rachel, Jane
Absent: Seren
Observing: Man Lu (FMHS-PGSA)

Minutes: Pauls, Arezoo -second

Agenda Items: 9:05am

1. Divestment discussion (Please see the emailed attachments)
   - FF UoA wants support for Monday vote
   - Set up a PGSA wide vote to build consensus with wider group
   - Ad to be held

2. Review of the Doctoral Employability Programme suggested by Career Services (Please see the emailed attachment)
   - Doctoral Skills Meeting
     i. Employability programme set up
     ii. Four years for Doctoral student (see provided document)
     iii. Andrea looked at yesterday, discussed
       1. Want Board input
         a. Might be too heavy in some stages for some students
         b. Flexible, could shuffle items around based on student input
         c. Some items are mandatory: e.g. Jump Start might be compulsory
            i. Suggestion: presentation workshop (year 2) as compulsory prior to actually doing Conferences
            ii. Too many year one mandatory items will increase drop out rate for PhD students (overwhelming)
            iii. Reconsider: Jump Start, CV review
               1. CV as built on self awareness
               iv. Build a Skills portfolio (can do in LinkedIn)

3. PGSA representation in the Discipline Committee
   - Eryn was sent an email regarding committee a couple days ago.
   - President (Eryn) to represent
   - Academic - for plagiarism, dishonesty, etc.

4. PGSA representation in the University of Auckland Health, Safety and Wellbeing Committee
   - Was sent email with minutes from committee a couple days ago.
   - Watch Jo’s video! Health Safety Wellbeing Committee video on website
     i. Student version, and staff version
Can’t have PGSA representation (see email sent w/ minutes)
Will send minutes to Board - done.
Risk assessment in more holistic way

Treasurer’s Report: - not present

- We have $3,463.53 in online account and $1,716.03 in the Go account as of today.
- AHC Required Today
  - Sent this morning at 1am (if not done, we wouldn’t get funds for the year)
    - MUST DO PAPER WORK!
  - Thanks Eryn for completing them!
- Epson: Budget for events from last year
  - Grant application done last month, would have included budget for major campuses.
  - Work with Arwin to establish event; need board approval
  - Chenmu to work with Arwin regarding Epson event
    - Planned for early July
    - (Remember Orientation on 15th July)

Events’ Report:
- Yoga on 24th of this month
  - Ad will come out next week
- Previous Event reporting
- Orientation 2 ad
  - Shadows consulted; vouchers possible
  - 18+, cheaper than Strata, just need to provide numbers (ideally 100+)
  - Sound system, pool, pizza from outside, shadows food, karaoke
  - Five Countdown vouchers available (from Jo)
    - Can use as spot prizes

Communications’ Report (Amir/Andrea):
- Final format for the PGSA documents? - Amir (Not present)
- Voting to allow future Career Service events on our Facebook page on a permanent basis.
  - Issue with getting doctoral students coming (DSP)
  - Don’t need vote if its a university event to publish ads.

Feedback from Committee Meetings:
A. Board of Graduate Studies (BOGS) - (President/Vice-President) - not present
B. Doctoral Skills Programme (DSP) - (Andrea/Pauls) - see above
C. Student Consultative Group - (Eryn) - not present
D. Doctoral Morning Tea (DMT) - (Arezoo/Chenmu/Chiara)
  - Newmarket - day before next PGSA Meeting, June 23rd, 10am
  - Address on PGSA website
  - Doctor Michael Sullivan
E. Research Committee – (Severi)
  - Feedback group for Ministry Guidelines
    - FMHS - no one showed up
    - President sent out plenty of emails to get feedback - No one came!
    - Health research related, not biomedical science
    - Maybe better for population-health; email sent by Arezoo
    - Need feedback for this document!
Research that goes to Post-Docs - need feedback

F. UoA Ethics Committee – (Safal)
- June 1st - DNA; pending minutes

G. Library – (Jingjing)

H. Exposure - (Arezoo)
- Next meeting might have info
- Chenmu: Judges: Use official email to use if trying to get judges, how do you access?
  - Charlene set it up; she has to figure it out
  - Sent email to committee regarding email, probably assumes it works
- Next meeting next Thursday at iSpace

Other Items:

Meeting Adjourned: 9:50am

Open Actions:

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<tbody>
<tr>
<td>1</td>
<td>Provide Andrea with Feedback/comments on DEP</td>
<td>24/6/2016</td>
<td>Everyone</td>
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<td>2</td>
<td>Arwin to present in next meeting, or have an online poll for event (with forms)</td>
<td>24/6/2016</td>
<td>Arwin</td>
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<td>3</td>
<td>Set up Board vote for Orientation #2 Ad</td>
<td>ASAP</td>
<td>Amir</td>
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<td>4</td>
<td>Watch Jo’s video (Safety and Wellness)</td>
<td>24/6/2016</td>
<td>Everyone</td>
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<td>5</td>
<td>Send out Fossil Free UoA Vote (for all members, not just Board)</td>
<td>24/6/2016</td>
<td>Eryn, Amir</td>
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<td>6</td>
<td>Chenmu to work with Arwin re: Epson event for July</td>
<td>24/6/2016</td>
<td>Chenmu, Arwin</td>
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<td>Pauls to set up ad for Yoga next week.</td>
<td>14/6/2016</td>
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Committee Decisions:

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<td>Quorum not met</td>
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Completed Actions:

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