

PGSA Board Meeting Agenda
June 10th, 2016 (9am)
Postgraduate Lounge
Chair of Meeting: Chris Owens

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) - (Arezo/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 Arezo
 - 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 - (Arezo)
 - 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:

No.	Action:	Date to Complete:	Assigned To:
1	Provide Andrea with Feedback/comments on DEP	24/6/2016	Everyone
2	Arwin to present in next meeting, or have an online poll for event (with forms)	24/6/2016	Arwin
3	Set up Board vote for Orientation #2 Ad	ASAP	Amir
4	Watch Jo's video (Safety and Wellness)	24/6/2016	Everyone
5	Send out Fossil Free UoA Vote (for all members, not just Board)	24/6/2016	Eryn, Amir
6	Chenmu to work with Arwin re: Epson event for July	24/6/2016	Chenmu, Arwin
7	Pauls to set up ad for Yoga next week.	14/6/2016	Pauls

Committee Decisions:

No.	Action:	Date to Complete:	Assigned To:
	Quorum not met		

Completed Actions:

No.	Action:	Date Completed:	Assigned To:
1			
2			
3			
4			
5			
6			