

**PGSA Board Meeting Minutes**  
**Jul 08<sup>th</sup>, 2016 (9 am)**  
**Postgraduate Lounge**

**Personnel Matters**

**Chair of Meeting:** Eryn Kwon

**Member's Present:** Eryn, Piyush, Amir, Severi, Chenmu, Arezoo, Pauls, Liam and Seren

**Apologies:** JingJing, Safal, Andrea, Chris, Janet, Arwin and Bhavna

**Absent:**

**General agenda Items:**

1. Confirmation of the previous meeting minute: **Approved (Piyush, Amir seconded)**
2. Incorporated status resolve: **The board has been consulted before the application to resolve the incorporated status has been mailed in (mail sent out, awaiting feedback)**
3. PGSA board register clean up:  
**Jayaram has been removed, anyone who does not comply with the constitution will be sent a warning before being removed from the board list. <Chris>**
4. Man Lu has been voted into the PGSA board. She is from FMHS-PGSA
5. **Chiara has resigned from the board after serving multiple years as the secretary.**
6. GTA/TA survey results from Engineering: **Please see the report from <https://drive.google.com/open?id=0BzwNwPRAr4iLNEhlaEJvRU1JRzg>**
7. PGSA printing credit discussion: **Jo will look into having 2 printing cards for PGSA**
8. Board meeting time change: **Proposed new meeting time is Friday (same day) 2:30 pm. A poll will be sent out to all board members.**

**Treasurer's Report:**

- Account summary from 2015 :
- Account restructuring  
**A New savings account that separates UoA club fund from PGSA ticket sale revenue will be opened.**

### Treasurer's Report:

- Account restructuring |  
We have **\$580.96** in the UoA funding account and **\$4,204.71** in the PGSA account as of Today.
- Account summary from 2015 & Recent event financial summary

Year	Campus Life Contribution	Events Expenses	Leftover campus life contribution	PGSA Income from Events
2015	29,500	25,295	4,205	4,043
2016	-	7,407	(7,407)	2,048

Leftover campus life contribution 2015 4,205

Current cash balance 2016 581 exclude the leftover from campus life contribution 2015

Current cash balance 2016 4,786 include the leftover from campus life contribution 2015 (transaction = \$980.96, savings = \$4,204.71)

### Events' Report:

- Yoga update - Pauls has negotiated a lower rate, allowing PGSA to hold monthly yoga event with \$1 increase to the ticket price. This will add \$20 per event to our budget
- Orientation 2 - Shadows, Friday July 15 th , 5:30pm, coming Friday. This is a board event, all board member help are appreciated. Everything is setup and prepared. Each platter of food costs 10\$ which serves hopfully at least 5 people. Pizza is provided by Hell&#39;s pizza. 40 pizzas will be provided in two pricing options. Either a 3\$ discount per each pizza (13\$ for each 16\$ value pizza) or 10% off on everything.
- WR - date changed, will be discussed in the next board meeting
- Events meeting time has changed to Mondays.

### Communications' Report:

- PGSA website contents help request
  - Committee representatives to provide a blurb and/or link
  - Individual members to contribute towards the 'forum'
  - A new forum section will be added to the website comprising sections for which <Amir> has sent out a form to members for their opinion and contribution.
  - Forum needs administration. The content must be supervised and managed
- Advertisement requests - none received
- All PGSA files/Data to be integrated into and managed by a single account. Please fill in the survey sent out by Amir.
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### Feedback from Committee Meetings:

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

- Electronic meeting was held, waiting for the final meeting minutes

#### **B. Doctoral Skills Programme- (Andrea / Pauls)**

- NA

#### **C. Doctoral Induction Day - (Andrea / Severi)**

- NA

**D. Student Consultative Group - (Eryn / Piyush)**

- NA

**E. Doctoral Morning Tea - (Arezoo / Chenmu)**

- *DMT was good. 20 People turned up. Next DMT is on Wednesday, 10AM at Clock tower*

**F. Research Committee – (Severi)**

- NA

**G. Ethics Committee – (Safal)**

- DNA

**H. Library – (Jingjing)**

- ?

**I. Exposure - (Arezoo/Chenmu/Jane/Jo)**

- Arezoo will send an ad to Amir about the workshops.

**Other Items:**

- NA

Meeting Adjourned at 10.03 am

To be APPROVED

Eryn Kwon  
In Chair  
PGSA