PGSA Board Meeting Minutes  
Jul 08th, 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

<table>
<thead>
<tr>
<th>Year</th>
<th>Campus Life Contribution</th>
<th>Events Expenses</th>
<th>Leftover campus life contribution</th>
<th>PGSA Income from Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>29,580</td>
<td>25,295</td>
<td>4,285</td>
<td>4,043</td>
</tr>
<tr>
<td>2016</td>
<td>-</td>
<td>7,407</td>
<td>(7,407)</td>
<td>2,048</td>
</tr>
</tbody>
</table>

Leftover campus life contribution 2015: 4,285
Current cash balance 2015: 581
Current cash balance 2016: 4,786

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 $20 per event to our budget.
- Orientation 2 - Shadows, Friday July 15th, 5:30pm, coming Friday. This is a board event, all board member help are appreciated. Everything is setup and prepared. Each platter of food costs 10$ which serves hopefully 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.

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