

PGSA Board Meeting Minutes
Jul 22nd, 2016 (9 am)
Postgraduate Lounge

Personnel Matters - start 9:07am

Chair of Meeting: Piyush Verma

Member's Present: Piyush, Chris, Safal, Andrea, Arezoo, Jo, Severi, Pauls, Jingjing, Arwin, Janet, Bhavna, Liam, Amir

Apologies: Eryn,

Absent: **Chenmu, Seren**

General agenda Items:

- 1. Confirmation of the previous meeting minute: Pauls - Safal (second)**
- 2. PReSS account survey discussion**
 - \$500 taken for 'building fees' from Engineering - against regulation
 - 1200 cap for conference
 - Building fee should not be from PReSS account (already taken from student levy)
 - i. Bad precedent, may have other departments do the same
 - Do survey 1) Regarding caps for conferences (\$1200 cap - whether it should be there or not) - cap is there because not every faculty is getting the same amount money - equity issue
 - Can do anything with PReSS account money if supervisor agrees (can't buy books with account)
 - People were using PReSS account for plenty of things not overseen by supervisors.
 - Jo suggests investigating regulations regarding PReSS account to clarify (Eryn and Piyush, check regulations, across all faculties to see of any differences - any additional charges).
 - i. Any specific regulations on PReSS account
 - To Do: Draft survey (Eryn, Piyush) for Board to vote on
 - NO funding for Masters students regarding research/conferences - who do you go to to talk about that? Etc. Whoever is on your side.
- 3. PGSA printing credit follow up - any update from Jo?**
 - No update; Jo is too busy at the moment (orientation, club expo happened, etc.)
- 4. PGSA office (iSpace) new sign and cabinet keys - Thank you Jo**
 - Woo Hoo! Thanks Jo!
 - Chris has taken cabinet keys (Eryn not present to take from Jo)
- 5. Board meeting time discussion: **The new meeting time poll has been completed, Chris, Bhavna and Safal cannot make it to the 2:30 pm Friday.****
 - 2:30pm Friday was most popular vote, but Exec wants Chris present
 - Time is still officially 9am on Friday.

Treasurer's Report:

- PGSA income account: \$180.00
- UoA Club grant account: \$3500.00
- Still waiting on Annual Account Check
- Waiting on Eryn to make appointment to get signatures changed from Mohamed/Rachel to current leadership.
 - Don't need letter from Rachel

Events' Report:

- Orientation 2 report - Kudos to Arwin and events team on well-organised run.
 - Arwin: Thanks to Board and events committee for executing an excellent event - everyone had fun.
 - #150 tickets sold
 - Feedback pending
 - During night, people had a great time, loved the platters, wanted more events like that. Loved Karaoke. Wanted more opportunities to relax and socialize.
 - Karaoke was very cosmopolitan/entertaining
 - Liam was event leader, kudos to her
- WR - July 28, 2016
 - Dyllan not giving out invoice, need to chase him a lot to get it.
 - Don't receive email replies, any reply from him.
 - Need to CC Jo for each email sent.
 - No invoice, no payment from PGSA - simple as that - Jo
 - Arwin thanks Jo for sorting out PGSA lounge lock situation.
- Yoga - Yoga this evening
- PGSA merchandise proposal
 - Can we use funds from last year for this year? - Wasn't used last year
 - This year, budget is constrained
 - Jo: Can still use money you have in the bank, just make sure Jo is aware of any changes to how budget is used.
 - Can combine last year's budget with this year

Communications' Report:

Send by Friday next week for newsletter

- PGSA website contents help request report
 - Committee representatives to provide a blurb and/or link
 - If you click your name, a blurb would come up if you have provided info
 - Individual members to contribute towards the 'forum'
 - Maybe have a survey on what format students would like to use (hold for now as we have another survey up/pending)
 - Talk to colleagues for now to get a better idea of what preferences are.
- PGSA website:
 - Bandwidth increased from 6 gigabytes to 8 gigabytes
 - Four or five trojan viruses found in 2015 backup
 - Going to hold off some website updates
 - Forum on hold, might not have enough bandwidth (might have to buy more)
- Advertisement requests -

- Module - seeking student input from all faculties
- Gift voucher to be provided
- Part of Doctoral skills: Andrea
- Board in agreement
- PGSA data consolidation update -

Feedback from Committee Meetings:

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

- Electronic meeting was held, meeting minutes received
- Not much excitement
- One more scholarship for... cancer research

B. Doctoral Skills Programme- (Andrea / Pauls)

- Meeting this Monday

C. Doctoral Induction Day - (Andrea / Severi)

- Going well, winding down to one a month (doesn't pick up until later this year)
- On form when you select PhD/Masters, but nothing for Med students (under FMHS)
- Added MD as 'degree type'

D. Student Consultative Group - (Eryn / Piyush)

- Meeting held on the 18th July
- Levy consultation has finished, discussed in meeting
- Feedback due by August 15
- Increasing fees by 2% - 65 people will lose jobs at this rate
- Reduce fees by 4%, lose 169 jobs
- Job loss even with increasing fees due to government cuts to education
- If we want to increase international ranking, fees have to increase

E. Doctoral Morning Tea - (Arezoo / Chenmu)

- Was on Wednesday this week with Dean of Graduate Studies
 - Severi was present (but not representing PGSA)
 - Jo encourages all doctoral students to attend, regardless of membership with PGSA
- Next one: Dr. Tia Dowes, August 18
 - Highly encouraged to attend

F. Research Committee – (Severi)

- Each faculty working on research themes
- Other universities as benchmark (mostly Australian)
- Work in progress, will have research strategy within six months or so
- PGSA will be instrumental

G. Ethics Committee – (Safal)

- Meeting next week, nothing to report

H. Library – (Jingjing)

- Meeting last Tuesday
- Not much to report
- Open access: Library encourages students to use - means of academic publication
 - In Europe, legislated on academia

- Research material available to be accessed - open to the public
- When you submit work to a journal, copyright may go to author or journal
- Jo: For more info, go to library website (Jingjing: it was talked about, not on paper)
- Need to pay to put content on open source
- Talus - reading list for course work students, introduced last year
- Want to keep using it
- To generate reading list online, for course work
- RefWorks - will keep using? Bhavna said it will be discontinued
- EndNotes - will keep using
- Mendali/Votaro? - can be used for referencing

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

- Going well
- Committee member participants shrinking every time
- Have 5-6 people on, but attendance is lacklustre
- Doodle poll for meeting was done for best time (4-5pm), but even then it was hard to keep attendance
- Ought to have 12-15 people, otherwise very hard.
- Send an email
- Mohamed will actively volunteer people from his circle
- Has to be run in conjunction with PGSA and SGS
- Next Friday 2-3pm is next meeting

Other Items:

- 8,000 PG students? Maybe 15,000? Yet membership is around 2,000 people, so there is a huge gap
- Maybe not that we're reaching students per se, but that they are not interested.
- Ongoing challenge...

Meeting Adjourned at 10:09am

To be APPROVED

**Piyush Verma
In Chair
PGSA**