

PGSA Board Meeting Minutes
August 05th, 2016 (9 am)
Postgraduate Lounge

Personnel Matters - 9:09 start am

Chair of Meeting: Piyush Verma

Member's Present: Chris, Amir, Liam, Andrea, Jo, Arwin, Janet, Man, Arezoo, Chenmu

Apologies: Eryn, Bhavna, Safal, Severi, Pauls

Absent: Jingjing, Seren, Jane

General agenda Items:

1. **Confirmation of the previous meeting minute:** Arwin, Amir (second)
2. **PReSS account survey follow up** - in progress
 - Sent email to post grads to get specific regulations; updates pending
3. **PGSA printing credit follow up - any update from Jo?**
 - Still following up (Jo)
4. **Clubs Award - apply or join the organizers?**
 - Help organize with AUSA or participate?
 - If we're organizing, we shouldn't take part in the award. Would be crass otherwise. (Jo)
 - Piyush: let's apply for an award. But PGSA is different than other clubs, maybe we should help organize
 - To happen at end of October. Formal function.
 - Entails helping with organizing event with AUSA itself. We can apply to help with AUSA, AUSA has yet to agree.
 - **So, as a Board, we will declare our interest in participating with AUSA**
5. **PGSA data consolidation paid work** - the proposal is to pay a small fee for a volunteer to manage and consolidate all PGSA previous data into a well structured folders. This work will take long hours, so seeking to compensate for the work.
 - We have plenty of data/emails/etc.
 - Disorganised
 - Perhaps provide some funds to help manage our data (over the course of a day or so).
 - OrcSync - can put all our data there
 - Long term goal: All PGSA members will put their data there
 - Plenty of things we can do with OrcSync in the future
 - Putting data on google drives, etc. might be a bit redundant in the long term if we're going to put all our data there eventually (Jo).
 - All clubs will be on OrcSync, supposedly easier to transfer between executives.
 - Amir wants to maintain an external website (likes WordPress)

- Jo reminds Amir that perhaps the next Comms person will not have the same skill set as Amir, may not be able to manage the old website
- In that case, don't necessarily need to transfer to google (Amir).
- Potential frustration: plenty of students register for PGSA via their personal accounts and not university accounts, OrcSync requires student data.
- Piyush: likes having an external website, first point of contact for students

Treasurer's Report:

- PGSA online account: \$3150.00
- UoA Club grant account: \$380.00
 - Janet: Clarify with Jo regarding accounts - send email with particulars; send to Executive as well (Piyush, Eryn, Chris)
- PA system income: \$100
- Strata Invoices came in: Didn't get discount on weekly meetings (20%) Follow up (Janet to send to Jo):
- Still waiting on Annual Account Check, communications ongoing.
- Waiting on Eryn to make appointment to get signatures changed from Mohamed/Rachel to current leadership - this Friday :) - for today

Events' Report:

- WR
 - Happened last week
 - Miscommunication between strata and PGSA - food portions were insufficient
 - Waived charges last time
 - Want to complete our Contract with Strata, but reevaluate for next year.
 - Plenty of retail changes in the Quad, potential rumor Strata may move next year.
- Yoga
 - Good feedback, food was really good (New Chef, some didn't like him? Only one person? Should get numbers on feedback - to prevent loud voices from dominating)
 - Next Yoga to happen on the 2nd of September - Should add to Newsletter
 - August/September will be quieter
 - Can get people to register for events on OrcSync portal - can get feedback through website as well. Can get people to swipe into an event using software, or in and out of meetings.
 - Can measure how many hours spent volunteering, give credits - in the US it goes on transcripts
- Tongariro
 - Talk with Tramping Club for experience, Rock/Alpine Group for safety etc. - what is their criteria to use when they invite people so they don't offend people
 - Supplies from clubs (talkie, GPS)
 - Send Jo email re: - done
 - Pre meeting safety prior to trip
 - Safety legislation: PCBU
 - Monday 8 august 12-1:30pm, lunch, Under Shadows 312-98 - someone who is participating to go
 - Drivers: Arezoo, Chris, Amir?

- Vote for event to proceed - motion carried.
- PGSA merchandise proposal
 - Colour: Blue or Black for T-shirts (this for Board members)
 - Vote for Black t-shirt - motion carried

Communications' Report:

- PGSA website update
 - WordPress
 - Firewall in place
 - Someone blocked (tried to log in 7+ times, from the Ukraine)
 - Forum in place - available for use if desired
 - Let's examine features of OrcSync before moving forward on that
- Advertisement requests
 - GANZA FPC - [please see the application form](#)
 - MBA Beverage project (beer) - student project
 - Advertised student projects before
 - Event is happening tomorrow
 - Advertising research.
 - Different reaction to alcohol based on race: research tied to that
 - Vote to approve ad - motion carried.
 - Gothic afterlife - at AUT in January 2017 Conference
 - Vote to approve ad - motion carried.
- PGSA data consolidation update

Feedback from Committee Meetings:

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

- No meeting

B. Doctoral Skills Programme- (Andrea / Pauls)

- Meeting last Monday
- 97% efficiency (teaching)
- Trying to find new avenues to reach students
 - Virtual classes?
 - DSP hub update online - possible
- 27 induction dates: working on that
- Not a lot of writing retreats for Science; writing for publication
 - Don't have resources, faculties don't either
 - Don't limit it just to publication, allow for other types
- Subtle changes: section on wellness for incoming students, telling them about support groups, etc.
 - Plenty of wellness issues - best to get it as it starts rather than later when it becomes a problem

C. Doctoral Induction Day - (Andrea / Severi)

D. Student Consultative Group - (Eryn / Piyush)

- Need Board feedback to relay to SCG on levy/fees increase
 - Deliverables if fees/levy are increased?
 - Where does PGSA stand?
 - AUSA meeting - currently scheduling for an agreeable date

- Presentation really biased (Amir)
- Fee increase for international ranking, etc. (research, citation, etc.)
 - But presentation did not highlight other issues
- AUSA to finish report, will co-author (PGSA/AUSA)
- Exec Meeting on the 15th of August with AUSA

E. Doctoral Morning Tea - (Arezoo / Chenmu)

- No meeting, on the 18th of August at 10am at iSpace (Career Development)

F. Research Committee – (Severi)

- No meeting, next meeting

G. Ethics Committee – (Safal)

- No meeting

H. Library – (Jingjing)

- Not present - no meeting?

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

- Meeting last week
- A few people expressed interest with Exposure (via Board)
- Everything going well

Other Items:

- Membership boost is still an ongoing challenge
 - Piyush/Eryn welcomes suggestions - send email!
- Mohammed, winner of last years 3MT
 - Encouraging people to participate - 15th september 5-6pm OGB5 - look to website for details.

Meeting Adjourned at 10:07am

To be APPROVED

**Piyush Verma
In Chair
PGSA**