

Minutes of the Postgraduate Students' Association Annual General Meeting  
held on Wednesday 6<sup>th</sup> September 2023 at 12pm. In room SU229 Online meeting via Zoom  
<https://vuw.zoom.us/j/4586636524>

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PRESENT: Sonja Randhawa (President), Di Bao (Vice President Community), Henry Morse (Treasurer),  
Craig Stansfield (Representation Officer), Yutong Jin

IN ATTENDANCE 28 postgraduate students (in person and via Zoom)

APOLOGIES Danielle Blud (Communication Officer), Sarah Shiella Skillen Roger Wallace, Aimee Herubin

MINUTES Di Bao

1. WELCOME AND APOLOGIES

DB opened the meeting and thanked all attendees.

2. MINUTES OF THE PREVIOUS AGM MEETING

DB passed a motion to accept the minutes from the previous IGM meeting held on 31<sup>st</sup> March 2023, to be accepted. 36 out of 50 agreed. Motion carried.

3. PGSA OFFICERS' COMBINED 6-MONTH REPORT

DB displayed the PowerPoint presentation and SR explained that this report was done by DB, including an overview of the past six months of the PGSA statics, successes, challenges, and future planning:

- Statistics and breakdown of members of the PGSA community - DB explained that the PGSA membership is still not covering the whole PG enrolled in VUW and that the PGSA still cannot have access to enrolment data, and it is challenging to compare the data between all of the PG students in VUW in some of the criteria (e.g., domestic and international) to help the PGSA focus on engaging with specific groups.
- Gratitude and acknowledgements - DB acknowledged the former and the current executives and thanked them for their support, involvement, contribution, and help. DB also thanked the members of the wider community as well as VUW's parties and key persons.
- Success – DB listed the successful events run in the past months. Begin to join SEDC meetings for 2023. Audit Education & Workforce Select Committee on PG Stipends. Collaborate with Student Wellbeing to organize Postgraduate Student Wellbeing Workshops. Doctoral Submission Scholarships consultations. International postgraduate student visa & insurance issues. Issues related to PhD students' different accounts. Rebuild the connections with postgraduate reps. Advocate postgraduate-related issues in student experience hui. Staff cuts consultations. Discuss potential issues caused by staff cuts with FGR. Communications and promotions for 3MT and Victoria Awards. Introduce PGSA to Manaaki New Zealand Scholarship holders. Consultation about PhD admission procedure requirements. Advocate for postgraduate programme experience, communication, and recruitment. Heats of 3MT. Discuss the potential options for PGSA restructure. Seek support from different individuals and organizations. Seek the possibility to have a postgraduate rep in VUWSA. Handover from previous executive staff. Trimester 2 Orientation. Final judging and final awards ceremony of 3MT. Overseeing Research Excellent Awards Collaborate with VUWSA to find a way to best serve postgraduate students and fight for postgraduate interests. Questions raised about the master's programme, including recruitment and standard of awarding honours.
- Challenges –DB presented the challenges and the highlights the PGSA is facing in the past months mainly with PGSA restructure and financial challenges, advocacy, the changes in the executives, and the proposed changes in the university's leadership and policies. DB also noted that the PGSA would like to see the PGSA pushing for more engagement with PG students in all the study levels, and groups, to support and encourage them to be represented accordingly.

- The Future – DB presented the future planning for the PGSA and how we are proposing to overcome challenges and view the future of the PGSA, through organisational structure, more representation of PG students, considering the needs of each PG group, increase membership and participation and resume the communication with senior leadership. DB mentioned continuing with the regular events, and the events sponsorship.

DB open the stage for discussion and these matters were raised:

- PGSA current situation
- PhD Scholarships, visa and enrolment, hardship and ways we could support the students
- Staff cuts
- Maori and Pasifika reps in PGSA

In reply, the executive admitted that most of these issues have been a challenge at this stage, and they will discuss them at the upcoming executive meeting, work on ways to encourage participation and membership, review and organising the committees' representatives' contribution, and will work on communication with FGR, and other senior leadership and VUW parties (e.g., VUWSA, Ngai Taura, Pasifika, etc.).

DB moved to accept the presidential report. 39 out of 50 agreed. Motion was carried.

#### 4. PGSA CONSTITUTION AMENDMENTS

DB introduced the main changes to the PGSA constitution. The reason for constitution amendments is PGSA restructuring. PGSA has to operate without an executive staff member and needs to have a closer relationship with VUWSA. Recognizing the absence of an executive secretary, to accommodate the increased workload and ensure efficient operation, the maximum number of executives within PGSA shall be expanded from the previous range of seven to twelve to a new cap of fifteen. Delete the statement that “No Executive member may hold more than one office on the Executive concurrently” to ensure flexibility.

DB moved to accept the PGSA constitution amendments. 37 out of 50 agreed. Motion was carried.

#### 5. PGSA ELECTIONS

Nominations were open for the following positions from the 15th of August to the 20th of August.

- President\*
- VP Advocacy\*
- VP Academic
- VP Community\*
- Treasurer
- Secretary
- Representation Officer
- Communications Officer
- Tutor Liaison Officer
- Outreach (Pipitea)
- Outreach (Te Aro)

- Outreach (Māori)
- Outreach (Pasifika)
- Outreach (Taught)
- Outreach (Rainbow)
- Outreach (International)
- Executive Member

Online voting was closed at 12:30 pm. SR invited all the candidates to give a short introduction to all members attended. Online voting was used for counting the votes.

SR announced the results:

<b>President.</b>	Di Bao (Voted)
<b>Vice President Community</b>	None nominated/put forwarded
<b>Vice President Academic</b>	None nominated/put forwarded
<b>Vice President Advocacy</b>	None nominated/put forwarded
<b>Communications Officer</b>	None nominated/put forwarded
<b>Treasurer</b>	None nominated/put forwarded
<b>Secretary</b>	None nominated/put forwarded
<b>Representation Officer</b>	None nominated/put forwarded
<b>Outreach Co-ordinator - Pipitea</b>	Richard Baldwin (Voted)
<b>Outreach Co-ordinator Te Aro</b>	Yutong Jin (Voted)
<b>Outreach Co-ordinator Maori</b>	None nominated/put forwarded
<b>Outreach Co-ordinator – Pasifika</b>	None nominated/put forwarded
<b>Outreach Co-ordinator – Rainbow</b>	None nominated/put forwarded
<b>Outreach Co-ordinator – International</b>	Hanwen Zhang (Voted)
<b>Executive Member</b>	Tolulope Emmanuel Oginni Pravir Pratap Singh Chaudhary (Voted)

Tolulope Emmanuel Oginni was co-opted as executive member after the results were announced.

SR thanked PGSA executive members who were leaving and welcomed the upcoming members. SR invited DB to close the meeting.

## 6. ANY OTHER BUSINESS

None raised.

## 7. CLOSE OF MEETING

DB thanked those in attendance for coming.

The meeting closed at 1.28 pm.