Minutes of the Postgraduate Students’ Association Annual General Meeting held on Monday 7 October 2019 at 12noon in SUB 217/218, Student Union Building

PRESENT: Elizabeth Olsen (President), Leo Mercer (Co-Vice President), Will Abbiss (Co-Vice President), Bernard Tawiah (Treasurer), Sam Crawley, Deanna Ayupova, Amy Lynch, Salman Rushed,

APOLOGIES: Nancy Marquez, Jenny (Weiting) Chu, Jessica Shaw,

IN ATTENDANCE: 7 other postgrad students

MINUTES: Erella Sonnino

# Welcome and apologies

EO welcomed everyone and noted apologies. EO explained the agenda, the procedure for today’s minutes and reports confirmation as not meeting quorum, and how the voting process is going to be done.

EO gave a brief overview of the PGSA and its mission; Representation via the committee representatives and the executive members (noted that there are vacancies available); Promoting Excellency with the intention to increase investment from leadership to help PG students’ self-development and Community by building relationship via the PGSA events. EO reviewed some of the successful events e.g. Breakfast Social, WTF workshop and others, and explained how to find us.

# 2. miNUTES OF THE PREVIOUS MEETING

EO passed a motion to accept the minutes from the previous IGM held on 14 March 2019. MS second. All agreed. Quorum not met.

#  President’s report

EO gave a verbal summary of the President report.

* Activities of the PGSA - there is a steady growth in membership throughout the year without high peaks of registrations or unsubscribes. PGSA is working hard on the Academic Conference Grants (ACG) and there is an increase in applications (17 this year compare to 5 last year). PGSA is working on a change to the Research Excellence Awards (REA) - we have changed the purpose of the grant and agreed to reduce its amount, so the difference is going into the ACG. These changes are to be finalised soon. The winner of the REA to be announced on Victoria Awards ceremony on November. The Co-Vice Presidents are working hard recruiting and managing the representatives which resulted in great year on this aspect.
* Submissions and Advocacy – PGSA continues working on the Victoria Doctoral Scholarship (VDS) and requested to increase funding. This initiative will be carried on into 2020. PGSA continue working with NZUSA on the PGS allowances. Changing work conditions for tutors is another on-going campaign that the PGSA engaged with. Minimum Resource Agreement (MRA) an agenda item, to be discussed.
* Events – 2019 events going well, with some changes done by mid-year. WTF workshop increased due to its popularity, trying to sort the challenges of limited places and high demand. Some events, such Breakfast Social the social event rotating between Kelburn and Pipitea campuses, 3MT competition and others are very successful. EO encouraged all to attend the upcoming Victoria Award on November. Details to follow.
* Volunteers – EO highlighted the constant need for volunteers.

EO moved to accept the President’s Report. AL second. All agreed. Quorum not met.

# 4. treasurers report

BT gave a verbal summary of the report and outlined the main income and expenses of the year, among the rest are 3MT, Orientation Week and general events, and the on-going expense on the EA’s salary. BT concluded his report with an optimistic forecast.

EO moved to accept the Treasurer’s Report. WA second. All agreed. Quorum not met.

**Due to lack of quorum, a form to pass motions will be posted on the PGSA website. All agreed.**

# 6. ELECTION OF NEW EXECUTIVE MEMBERS

Nominations were tabled for the following positions:

President:

Elizabeth Olsen

Michaela Harris (not present)

Vice President - Community:

Sam Crawley

Vice President –Advocacy

Nancy Marquez (not present)

Miniruwani Samarakoon

Treasurer

Bernard Tawiah

Communications Officer

Will Abbiss

Elizabeth Olsen (if unsuccessful)

Outreach (Pipitea)

Cody Rei-Anderson

Executive Member

Miniruwani Samarakoon (If unsuccessful)

Nancy Marquez (If unsuccessful)

Déanna Ayupova

Salman Rushed

Other Positions, with no nominees:

Outreach Te Aro

Outreach Maori

Outreach Taught

EO invited all nominees who are present to stands for positions. Each presented himself/herself, what done so far, their future vision and summary of their achievements. EO explained that as the PGSA is under re-structure, there are new roles and positions. Online voting to be closed 12:40. Paper slips available for last minute members present at the meeting. (None used)

LM, as retiring officer, is set to explain and monitoring the voting process.

Results: (announced 12:44)

**President** Elizabeth Olsen (re-elected)

**Vice President Community** Sam Crawley

**Vice President** **Advocacy** Miniruwani Samarakoon

**Treasurer** Bernard Tawiah

**Outreach (Pipitea)** Cody Rei-Anderson

**Communications Officer** Will Abbiss – put forward. Nominated by EO, second by DA. Voted

**Outreach Te Aro** Glen Askey– put forward. Nominated by EO, second by LM. Voted

**Executive Member**

Déanna Ayupova

Nancy Marquez

Salman Rushed

Michaela Harris – put forward. Nominated by EO, second by WA. Voted

EO thanked PGSA executive members who were leaving and presented certificates of service. These were: Leo Mercer, Amy Lynch, Jenny (Weiting) Chu (not present) and Jessica Shaw (not present). EO explained the reason behind the thank you letter, certificate and the gift as a token of gratitude for volunteering and efforts.

7. MRA CONSULTATION DOCUMENT

EO gave a brief highlight on the agreement and asked for feedback. EO also explained the idea behind this campaign and the development of the document, why this report has been created and submitted before the PGSA members for consultation.

As there is no quorum, WA to share survey link for members for feedback/voting/approval etc.

An open discussion with audience. To the question about understanding the reason behind this document and how successful it might be, EO answered that the aim is to write an enforceable document. EO explained how the process is usually done, schools have little saying with providing spaces, and as Property Service recognised the needs, we need to have a clear vision of what we want and need, and that should be included and presented to FGR. Questions around the security and safety requirements, how the existing spaces have failed to meet the needs and how to get spaces, EO explained the process and said to talk to school first, and if still an issue to contact the PGSA Committee Representative, and if still on-going the PGSA will carry it in to FGR.

8. ANY OTHER BUSINESS (questions from audience)

* Travel Conference Grant – EO explained process in previous years that one can used the funding for conference registrations but must go through the faculty round. This year’s change is that you can apply without this restriction. EO clarified the applying procedure: cut off receiving date is the first of a month, and decision announced by mid-month.
* Accommodation for students, especially with family – matter raised last AGM meeting and felt that it not has been dealt yet. EO replied that this is a wider problem affects most students. The university is taking some long-term actions although slowly, and we know that VUWSA is dealing with it. This is an on-going advocacy issue and the PGSA will have a look at this from PG point of view and will liaise with VUWSA what already has done already. Even though this issue is not new. Suggestion to receive a formal email regarding this matter.

# 9. Close of meeting

Meeting closed 1:10 pm.