



Approved Minutes



PGC MEETING MINUTES
Tuesday 20 August 2024
Hybrid (Arc Training Rooms/TEAMS)
4:00 pm

Present: Tony Le (PGC President), Yifan (Vicky) Yu, Nicole Zhao (in-part), Daiana Venancio, Salauddin Akash, Nitharsaa Ambalavana, Gurpreet Hansra (in-part), Ervan Herkusuma, Anuvinda Sreenivas

Apologies: Sidra Sarwat and Ada Choi

Attendance: N/A

Absent: N/A

1. MEETING OPENING

The meeting commenced at 4:04 pm.

1.1. Acknowledgment of Country

Completed by the PGC President.

1.2. Apologies

Apologies were received from S. Sarwat and A. Choi.

RESOLUTION

THAT the apologies received from S. Sarwat and A. Choi and are accepted.

CARRIED

1.3. Conflicts of interest disclosure

There were no new conflicts of interest disclosed.

1.4. Previous Minutes

1.4.1. Confirmation: 15 July 2024

RESOLUTION

THAT The Minutes of the meeting held on 17 June 2024 were confirmed as a true and accurate record.

CARRIED

1.4.2. Matters arising/ action list

The action list was updated.

G. Hansra joined the meeting 4.11pm

1.5. Meeting administration

1.5.1. Selection of meeting observer.

E. Herkusuma was appointed as a meeting observer.

1.5.2. Items flagged for immediate discussion

Research and Equity Offices requested their reports to be discussed as a priority.

2. MATTERS FOR DECISION

N/A

3. MATTERS FOR DISCUSSION

3.1. Recommendations for Future Postgrad Series

The paper was taken as read.

Discussions:

- Parenting panel was not successful. PG Parenting Guide provides support for this cohort.
- Networking event could be better planned, catered and promoted despite good turnout.
- Visa education event is always important and well attended. Participant questions should be filtered in advance.
- Headshots and Career advice could be spread over a number of days.
- Support for established calendar for the year, with consideration for capacity of incoming PG team and repeat events based on demand.
- Otherwise in agreeance with recommendations from M. McBurnie (Arc General Manager Strategy, Marketing & Experience).

ACTION

THAT the above feedback is provided to M. McBurnie (Arc General Manager Strategy, Marketing, and Experience).

3.2. Postgrad EOY Event

The paper was taken as read.

Discussions:

- The proposed event is intended to foster PG community engagement.
- Suggestion to conduct polls on social media to gauge student interest.
- Commitment is required from the PGC to host the event.
- E. Hansra, N. Ambalavana and S. Akash volunteered to assess the feasibility of an EOY event, considering logistics, type of event, budget, capacity and planning.

ACTION

THAT E. Hansra, N. Ambalavana, S. Akash assess the feasibility of an event, considering logistics, event type, budget, capacity and planning.

3.3. Committee Member Recruitment

The paper was taken as read.

Discussions:

- Committee membership appears to be low, as well as engagement dropping. Suggestion that they have not been engaged in a meaningful way so far in 2024.
- Suggestion for Officers to reopen Committee Member EOIs and/or reengage volunteers.
- Potential to create a centralized volunteer list rather than specific to Committees.
- Tweaks are required to the Committee structures and responsibilities within the Charter.

4. OFFICE BEARER REPORTS

Order was suspended with the leave of the Council. Minutes reflect the meeting order.

4.5. Research Vice President Report

The report was taken as read.

Discussions:

- Collaboration with Canberra Office on Canberra trip for workshop and tour.
- PGC Research Award planning is in process, invitations have been sent.
- The Council and Committee Members encouraged to volunteer at the event.

N. Zhao left the meeting at 4.52pm

4.3. Equity Vice President Report

Discussions:

- Advertisement for Cultural Diversity Story submissions has been extended. Four submissions received to date.
- Lifeline walk is planned for September with 19 registrations.
- PG Wellbeing Guide and PG Parenting Guides have been drafted. To be launched by EOY.

G. Hansra left the meeting at 4.57pm

4.1. President Report

The report was taken as read.

Discussions:

- The President provided an overview of upcoming events and potential events for collaboration.
- Call-out for members to host 2 x events during O-Week.

ACTIONS

THAT the Council brings their suggested Charter changes to the September meeting.

THAT the Council completes their O-Week availability.

4.2. General Secretary Report

N/A

4.4. Vice President International Report

The paper was taken as read.

Discussions:

- International Student Representative body has been established to advocate for International Students.
- Advocacy will extend to engaging with UNSW Nucleus to provide feedback and work towards solutions.
- Further overview to be provided at September meeting.
- Overview of upcoming events provided.

ACTION

THAT S. Akash to work with E. Herkusuma regarding consultation with UNSW Nucleus.

4.6. Vice President Coursework Report

4.6.1. Coursework Committee Liaison Report

The report was taken as read.

Discussions:

- VP Coursework has resigned. Vacancy has been advertised.
- Overview of upcoming events provided.
- Updates to the PGC Charter are being considered.

4.7. Canberra Officer

The report was taken as read.

Discussions:

- Two upcoming Canberra trips (Sydney to Canberra and vice versa)
- No current Canberra committee members.
- Feedback provided to UNSW regarding insurance and accommodation issues in Canberra.
- Potential partnership with UNSW Sydney to bring a Doctor to Canberra each fortnight.

4.8. Paddington Officer

The report was taken as read.

Discussions:

- Survey introduced to gather feedback from Paddington campus students re their challenges and preferred social media platforms for event notifications.
- Initiative aims to better understand student needs and improve campus engagement.
- Upcoming hike along Malabar Headland.

ACTION

THAT Y. Yu complete a Risk Assessment for the upcoming hike.

5. MATTERS FOR NOTING [discussed only on an exception basis]

N/A

6. Q&A (if any)

N/A

7. MEETING FINALISATION

7.6. Meeting evaluation

Not provided.

7.7. Next meeting date: 16 September 2024

7.8. Meeting close

The meeting closed at 5.37pm



PGC President signature – Tony Le
16 September 2024