



Arc @ UNSW limited
PGC MEETING MINUTES
Monday 20 May 2024
Hybrid (Arc Training Rooms/TEAMS)
4:00 pm

Present: Tony Le (PGC President), Salauddin Pathan Akash, Sidra Sarwat, Nicole Zhao, Nitharsaa Ambalavanar, Ada Choi, Anuvinda Sreenivas

Apologies: Ervan Herkusuma, Anushka Anchan, Daiana Venancio

Attendance: Mitchell McBurnie in-part, Yifan Yu in-part, Ziming Gong, Claudia Mardones, Daniel Gyaase

Absent: Gurpreet Hansra

1. MEETING OPENING

The meeting opened at 4:06pm.

1.1. Acknowledgement of Country

Completed by the PGC President.

1.2. Apologies

Apologies were received from E. Herkusuma, A. Anchan and D. Venancio.

RESOLUTION

THAT the apologies received from E. Herkusuma, A. Anchan and D. Venancio are accepted.

CARRIED

1.3. Conflicts of interest disclosure

N/A

1.4. Previous Minutes

1.4.1. Confirmation: 15 April 2024

RESOLUTION

THAT the minutes from the PGC meeting held on 15 April 2024 are confirmed as a true and accurate record.

CARRIED

1.4.2. Matters arising/ action list

The action list was noted.

1.5. Meeting administration

1.5.1. Selection of meeting observer

S. Akash was appointed as the meeting observer.

1.5.2. Items flagged for immediate discussion

3. MATTERS FOR DISCUSSION

3.2 Postgrad Series

The paper was taken as read.

M. McBurnie delivered a presentation – Post Grad Fest to the PGC and covered key areas below:

- Background
- Proposed format
- How can you help?

Feedback and discussions:

- Past years show that postgraduate students are interested in the events that have been delivered.
- The events can be made hybrid however with in-person preferred, with the first batch of registrations to be mandated in-person and remaining registrations to be hybrid to allow more attendance.
- Events will be held at different times across the weeks, as student have varying availability.
- It was suggested that a networking event for coursework students be set up around week 5-6, with externals invited to allow coursework student the opportunity to engage with industry professionals.

M. McBurnie left the meeting at 4.36pm.

2. MATTERS FOR DECISION

2.1 PGC Paddington Campus Officer Appointment

The paper was taken as read.

Y. Yu gave an introduction of herself and highlighted her marketing and social media skills, and her passion to help connect the Paddington and Kensington Campuses; international students at the Paddington Campus seek to engage more as many were unaware that they would be studying at Paddington rather than Kensington when they applied to study at UNSW.

Y. Yu left the meeting at 4:46pm.

Discussions:

- There is a risk that Y. Yu's appointment is being voted on by the PGC, versus the entire postgraduate student community, which may present a bias.
- There has never been a practice of having a probation period and Officers who are elected do not go through probation; it would be unfair to enforce this on the candidate if appointed.
- Committee members who run for the PGC elections are in equal position to any other students who run.

RESOLUTION

THAT Yifan Yu is appointed as the PGC Paddington Campus Officer.

CARRIED

3. MATTERS FOR DISCUSSION

3.1. Postgraduate Responses from the Internal Committee Survey

The paper was taken as read.

Discussions:

- The PGC offers training to Committee members such as MHFA and student leadership training.
- Committee members are engaged via Committee meetings, social media, and events.
- The PGC should hold a 'thank you' event for Committee members combined with the PGC Town Hall.
- A PGC volunteer award was suggested for presentation at the PGC Town Hall.
- It is helpful to identify the expertise and skillsets of Committee members during their application process to ensure that they are placed in appropriate positions.
- Commitment levels from Committee members tend to decline over the course of time.
- There is a mixed need for more Committee members in different Offices. Hence, the expression of interest form should remain open, and only be closed for Offices that do not require more members.

4. OFFICE BEARER REPORTS

4.1. President

The report was taken as read.

Discussions:

- Officers who have not yet scheduled catchup meetings were encouraged to do so with the President and General Secretary.
- The President has been advocating for public transport concession.
- It was flagged that the Graduate Satisfaction Survey is closing submissions soon.
- The President thanked the PGC team for assisting with and running the PGC O-Week stall.
- The International Vice President will add the General Secretary to a temporary visa change student group Teams channel, which would aid the General Secretary in gaining more information on the matter and providing responses to students.

ACTION

THAT the International Vice President adds the General Secretary to the temporary visa change student group Teams channel.

4.2. General Secretary

The report was taken as read.

Discussions:

- The PGC pub night can be organised as part of the Postgrad Series, as it will encourage greater attendance.
- The PGC Town Hall is planned to be combined with the Postgrad Series.
- It was discussed at the Campus Experience Working Group meeting that the campus is not rain friendly. The General Secretary encouraged Officers to direct any ideas or feedback for improvement to herself and the President.
- The General Secretary will require support from Officers with marketing tasks as the Marketing Committee member is currently away.

4.3. Equity Vice President

The report was taken as read.

Discussions:

- The coffee event had low registrations but received many attendees on the day, and students provided positive feedback after the event.
- The International Office is keen to collaborate with the Equity Office for their cultural diversity event.

4.4. International Vice President

The report was taken as read.

Discussions:

- The Research Vice President is in discussion with Arc Legal regarding the timing for the visa session.
- It will be beneficial to have a PGC webpage to gather student testimonials regarding the temporary visa change.

4.5. Research Vice President

The report was taken as read.

4.6. Coursework Vice President

The report was taken as read.

4.7. Canberra Officer

The report was taken as read.

4.8. Paddington Officer

N/A

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

N/A

6. Q&A (if any)

7. MEETING FINALISATION

7.1. Meeting evaluation

The meeting went well, and a lot of discussions were held. There was a clear goal with the Postgrad Series, and it was great that a new Paddington Campus Officer has been appointed since a long time vacant.

7.2. Next meeting date: 17 June 2024

7.3. Meeting close

The meeting closed at 6:01pm.



PGC President Signature – Tony Le

Date: 05/07/2024