



Arc @ UNSW limited
PGC MEETING AGENDA
Friday 24 February 2023
Hybrid (Arc Training Rooms/TEAMS)
5:00 pm

Present: Anthony Sunjaya (PGC President), Daiana Venancio, Haley Stone, Gurpreet Hansra, Sidra Sarwat, Jack Lodge, Karina Grunewald, Ankita Gupta, Ratih Listiyandini

Apologies: N/A

Attendance: Tony Le (Vice President Coursework Candidate)

Absent: N/A

1. MEETING OPENING

The meeting opened at 5:35pm.

1.1. Acknowledgement of Country

Completed by the PGC President.

1.2. Apologies

No apologies were received.

1.3. Conflicts of interest disclosure

N/A

1.4. Previous Minutes

1.4.1. Confirmation: 27 January 2023

RESOLVED

THAT the minutes from the PGC meeting held on 27 January 2023 are accepted 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

H. Stone was appointed as the meeting observer.

1.5.2. Items flagged for immediate discussion

2. MATTERS FOR DECISION

2.1. Appointment of Tony Le as Vice-President Coursework

T. Le noted that in the interim he will be finding a suitable candidate to take over his position in the Marketing Committee. T. Le has also spoken with the outgoing Vice President Coursework for some initial advice and help as he settles into his new role.

RESOLVED

THAT Tony Le is appointed as Vice-President Coursework.

CARRIED

3. MATTERS FOR DISCUSSION

N/A

4. OFFICE BEARER REPORTS

4.1. President

The report was taken as read.

Further points:

- The President visited the Paddington Campus and met with the Arc Manager, who is keen to collaborate on future events.
- The First Nations Adviser position can be advertised; however, it may be a difficult position to fill. The PGC can still involve and engage Indigenous students in the interim in the works and events of the council.
- The coursework survey can be promoted via emails and social media, as adding it to the UNSW portal dashboard may be challenging. Depending on the participation rate, rewards can also be put in place to entice participation.

ACTION

THAT the coursework survey is promoted via emails and social media.

4.2. General Secretary

The report was taken as read.

Further points:

- PGC will be incorporating links to different student services in the newsletters.
- There is a general problem with certain postgraduate students being unable to access the Postgraduate Lounge. The President noted that accesses are updated for postgraduate students who are Arc members within certain intervals, so there may be a time gap for the access to be updated.
- Team recruitment should be finalised by the first week of March and included in the planned inductions.
- It was noted that the recent housing application reference was requested by a student unknown to the PGC, and that it is not the duty of PGC to provide such a reference.

It was raised that the EDI activation fund can be applied for Harmony Day and other events from the Equity Committee.

ACTION

THAT PGC applies for the EDI activation fund and speaks with the EDI contact regarding the application.

4.3. Equity Vice President

The report was taken as read.

- The President raised an idea that the Turkish Society can be engaged, to raise funds for the Turkey Earthquake as part of the plan for Harmony Day.

4.4. International Vice President

The report was taken as read.

Further point:

- The International Vice President asked for recommendations for the International Committee Liaison position, as the Committee workload increases. PGC will widely advertise for the position.

4.5. Research Vice President

The report was taken as read.

Further points:

- The Research Vice President noted his need to complete the risk assessment form for the coastal walk. The President advised him to contact Arc regarding the details.
- There will be a MCIC event in March for incoming HDR students, where PGC members are welcome to attend.
- Roundhouse booking is yet to be confirmed for the Supervisor Awards.

4.6. Coursework Vice President

The report was taken as read.

4.7. Canberra Officer

The report was taken as read.

Further points:

- The Canberra Officer volunteered herself as a mentor for new students recently and has been encouraging Canberra students to volunteer as mentors also.
- There have been discussions with the International Vice President to create an international student guide for Canberra.

4.8. Paddington Officer

4.9. Media & Communications Report

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

5.1. Note the resignation of Annabelle Radford as Paddington Campus Officer, Rinu Steaphen as Liaison for International and Shawn Andrews as First Nations Advisor

The paper was taken as read.

6. Q&A (if any)

7. MEETING FINALISATION

7.1. Meeting evaluation

The meeting has been good.

7.2. Next meeting date: 31 March 2023

7.3. Meeting close

The meeting closed at 6:26pm.

Anthony Sunjaya

PGC President Signature – Anthony Sunjaya

Date: 17/04/2023