



<b>Submission To</b>	Postgraduate Council
<b>Meeting Date</b>	21 June 2021
<b>Category</b>	Select: Confidential or Non-Confidential
<b>Authors</b>	Diana Zhang & Jerry Offor
<b>Item No</b>	[Governance use only]

## Minutes

### PGC Council Meeting

June 21<sup>st</sup>, 2021, 6:08 – 7:37pm (AEST)

Zoom online and Facebook Live

<https://www.youtube.com/watch?v=qY-93XUggX0&t=4702s>

#### Members in Attendance (on time)

Jerry Offor, Diana Zhang, Saltanat Paritova, Shruthi Kumar, Cathy Deng, Min Huang, Saurabh Kaura, Liam Cheney, Simon Xu, Jing Sun, Chukwuka Madumelu, Hugo Su, Mariam Soomro, Constantine Tsounis, Emilia Nwakpa, Emmy Lau

*Committee Members:* Sardor Bakhtiyorov, Michael Odutola

*Members in attendance (after meeting opened)*

6:15 – Ngozi Chidi-Egboka

6:46 – Hrishi Patil

*Members absent without apologies:* Ramanashree Palakshamurthy, Rabia Mobeen, Vintii Aggarwal

*Apologies:* Kalyani Patil, Christine Castor, Swarali Marathe

#### 1. Meeting Opening

The President (Jerry) welcomed all members who attended via Zoom and on the Facebook LIVE to the June PGC Council Meeting and inaugural virtual Town Hall Meeting. The meeting was declared open at 6:08pm.

- 1.1 An Acknowledgement of country was made
- 1.2 Apologies were received from International Students' Officers, Kalyani and Christine, and Events Officer, Swarali Marathe
- 1.3 No conflict of interest was declared.
- 1.4 The adoption of the minutes from the May PGC meeting was open to the floor. RESOLVED THAT the motion to accept the minutes was raised by Womens' Officer, Saltanat, and seconded by Coursework Officer, Saurabh.
- 1.5



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- 1.5.1 Four items were raised for immediate discussion
  - 1.5.1.1 Equity Officer, and Chair of Sports Committee, Chuka brought up the issue on booking sporting facilities. In consultation with Arc Sport, there are badminton courts available on Thursdays 4-5pm which can allow for ~ 8 people per session. This would cost roughly \$52 per week. A third court can be hired, if required. A discussion on further ideas was moved to the floor.
    - 1.5.1.1.1 Suggestions were made regarding contacting existing sporting communities (e.g. sport societies) to build traction. Other types of sports such as squash, table tennis and volleyball were also raised as indoor sport options. It was discussed that suggestions from attendees will be taken into account based on a rolling sample poll. However, it was noted that a preliminary poll within the community has pointed to badminton as a popular choice. The need for a booking system was also raised as well as further communications with GRS and various Teams channels.
    - 1.5.1.2 President, Jerry raised 3 items. The first concerned the Vice-President's Office. Jerry noted that he had received a call from Vice-President, Ramana informing him that he had completed his last assessable content for his postgraduate degree, although his thesis has yet to receive feedback. Whilst Ramana wasn't present to relay this information, Jerry reminded everyone that the recent resolution which has passed pre-empts all PGC members who have completed their last assessable content must resign within 6 weeks. Therefore, this resolution will be in effect immediately. Vice-President, Diana will be the sole officer, unless she wishes to share that position. If so, advertisements for Vice-President will be shared.
    - 1.5.1.3 The second concerned Councillor, Vintii who had recently submitted an official resignation letter indicating that due to her heavy work schedule is unable to continue her duties as a Councillor. Jerry has accepted her resignation and will officially advertise the two vacant Councillor A positions.
    - 1.5.1.4 The third concerns the public disclosure of documents. Jerry reminded everyone that the resolution to public disclose all PGC documents has already passed and that all documents (e.g. minutes, reports) will go public shortly. The commitment to publicly disclosing documents was also featured in the PGC welcome video.
  - 1.6 Councillor, Liam volunteered to be the meeting observer.

## 2. Matters for Discussion



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- 2.1 Vice-President, Diana gave an update on Postgraduate Week. She presented the current Eventbrite page for Postgraduate Week and gave an overview for the entire week of festivities and what postgraduate students can expect. She encouraged everyone to have a look, book tickets and share with their network. She also explained that more information regarding each event can be found in the ticketing box for each event.
- 2.2 Each Office presented their achievement report highlighting the significant contributions made from their respective Offices.  
*[Note: Please see full reports from each Office for more information as well as the recording from the Virtual Town Hall meeting for the individual presentations]*
- 2.3 President, Jerry gave a brief update on the Arc PGC Ambassador and Course Co-ordinator of the Year Awards. He noted that these awards were created to celebrate the achievements of outstanding Course Co-ordinators and Masters' students who have created a dynamic environment at UNSW. This award will be co-hosted with the Office of the Deputy Vice-Chancellor (Academic) and Student Experience, where winners will be awarded at a prizegiving ceremony in September accompanied by a certificate. An email will be sent around concerning the awards to encourage nominations. Jerry encouraged people to nominate their colleagues and Course Co-ordinators. Questions about this award was raised to the floor.
- 2.3.1 A question was asked concerning PhD students who undertake coursework studies.  
RESOLVED THAT the committee in charge of this event will look into these different possibilities and will come back to the Council for further discussions.
- 2.4 Research Officer, Mariam gave a brief update on the Arc PGC Research Student and Supervisor's Award. These awards seek to celebrate extraordinary HDR students and supervisors. She noted that eligibility requirements for the award can be found on the PGC website as well as information and profiles of past awardees. Any questions concerning the awards can be sent to the PGC Research Office email. Mariam also noted that the upcoming start of nominations and deadline will be updated soon.
- 2.5 Events Officer, Emilia gave an update on the PGC cruise which is set to occur on September 10<sup>th</sup>. She noted that given recent COVID-19 restrictions, the capacity of the cruise is now down from 950 to 370 guests. The reduced numbers will mean that the cruise will operate through a different modality and unfortunately, this would mean that prospective postgraduate students will not be able to buy tickets. However, it is anticipated that postgraduate alumni will attend. Discussion on this item was raised to the floor.
- 2.5.1 Questions concerning dancing and student refunds should COVID-19 escalate were raised. It was noted that there are currently no restrictions on dancing, and if required, will refund all ticket holders if the cruise needs to be cancelled.



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2.6 President, Jerry opened the floor to questions from the public.

2.6.1 A question was raised concerning video/stream recording for the PhD panel discussion event held during Postgraduate Week.

ANSWERED FROM Research Officer, Mariam: There is currently no intention to stream the event. However, all efforts will be made to make the event recording available after the event.

2.6.2 A question was raised concerning the Coursework Office who have not adequately addressed academic issues. In particular, no representation has been made or presence of student approach has been seen at the Faculty of Engineering.

ANSWERED FROM Coursework Officer, Saurabh: Efforts have been made to solve multiple student queries and academic concerns through the Academic Board. Saurabh suggested for anyone with academic issues to please contact the Coursework Office and Academic Board representatives, Saurabh and Shruthi.

2.6.3 A question was raised concerning the video recording from the Tell Me Your Story event and when it will be released.

ANSWERED FROM Womens' Officer, Saltanat: An email will go out to all applicants and participants from the TMYS event. The video is currently undergoing editing through the Arc Marketing department. Due to the high volume of work that the Marketing department receives, the video will be released soon.

2.6.4 A question was raised concerning Instagram and having to miss events due to the timing of social media posts.

ANSWERED FROM Womens' Officer, Saltanat: She encouraged those who are not active on social media to follow the PGC Eventbrite page as all events and ticketing will be posted on Eventbrite and will be the best source to stay updated.

2.6.5 President, Jerry finished by saying that the postgraduate community has elected the most culturally, ethnically, and academically diverse Postgraduate Council in history. Since being elected, PGC has extensively engaged with UNSW stakeholders to better serve the postgraduate community now and beyond so that PGC is available for everyone. He also encouraged everyone to attend upcoming PGC events and to check out the Postgraduate Lounge, a 'home away from home' and to enjoy its amenities. Access is automatic for all postgraduate students but can be obtained at the Arc reception. Jerry also pointed out that PGC will be publicly disclosing its documents to the community and is the first step in its efforts towards greater transparency and accountability. This will be followed by the Achievement Report which will be released. Finally, Jerry encouraged everyone to follow PGC's social media, to join Arc and to come along to the inaugural and exciting Postgraduate Week.



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### 3. Other Business

- 3.1 Vice-President, Diana reminded everyone to please confirm upcoming July events via the official PGC calendar on Teams and to confirm the date and times of those events so that they can be included in the upcoming PGC July Newsletter.

### 4. Meeting Finalisation

- 4.1 Councillor, Liam gave a summary of the meeting. He noted that the meeting ran relatively on time. He praised the nice stories from various Office presentations and to see what each Office has been up to. He also noted the student's question on approachability and various avenues in which student concerns can be addressed, as well as contingencies that are in place regarding COVID-19 impact on the PGC cruise.

The President, Jerry thanked everyone for attending the inaugural virtual Town Hall meeting. He noted that PGC is here to support and help all postgraduate students, so please do not hesitate to contact PGC.

The meeting closed at 7:37pm.