



<b>Submission To</b>	Postgraduate Council
<b>Meeting Date</b>	31 May 2021
<b>Category</b>	Select: Confidential or Non-Confidential
<b>Authors</b>	Diana Zhang, Ramanashree Palakshamurthy & Jerry Offor
<b>Item No</b>	[Governance use only]

## Minutes

### PGC Council Meeting

May 31<sup>st</sup>, 2021, 6:08 – 8:12pm (AEST)

Law Colombo G02 & Zoom online

#### Members in Attendance (on time)

Jerry Offor, Diana Zhang, Emmy Lau, Simon Xu, Emilia Nwakpa, Swarali Marathe, Hugo Su, Cathy Deng, Min Huang, Jing Sun, Saurabh Kaura, Constantine Tsounis, Mariam Soomro, Liam Cheney, Saltanat Paritova, Rabia Mobeen

*Ex-Officio Members:* Shruthi Kumar, Sahana Nandakumar (Arc)

*Committee Members:* Sardor Bakhtiyorov, Shuang Song, Gideon George Jebarajan

*Guest:* Toyin Abdulsalam (Academic Board HDR Representative), Melve Elsa Varghese, Shiyong Lin

*Members in attendance (after meeting opened)*

6:10 – Chukwuka Madumelu

6:12 – Ramanashree Palakshamurthy

*Members absent without apologies:* Vintii Aggrawal

*Apologies:* Kalyani Patil, Christine Castor

#### 1. Meeting Opening

The President (Jerry) welcomed all members who attended in person and via Zoom to the May PGC Council 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
- 1.3 No conflict of interest was declared.
- 1.4 The adoption of the minutes from the April PGC meeting was open to the floor.



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RESOLVED THAT the motion to accept the minutes was raised by Councillor, Liam, and seconded by Womens' Officer, Saltanat.

- 1.5 No items were flagged for immediate discussion
- 1.6 Womens' Officer, Saltanat volunteered to be the meeting observer.

## 2. Matters for Decision

- 2.1 President, Jerry noted that the performance of some PGC members have been affecting the performance of others. For example, by not showing up to certain meetings without apologies is not acceptable. Jerry referred to the recently passed proposal whereby officers and councillors should relinquish their position by resigning within 6 weeks of completing their final assessable content of degree. He strongly recommended that the current 2021 PGC should lead by example and be held to the same standard laid out in this proposal beginning from December 1<sup>st</sup>, 2020. If the officer/councillor refuses, then the President has the right to send an official email to notify Arc and for Arc to stop the honorarium (if for an officer). A motion to vote on this proposal was raised to the floor.
  - 2.1.1 Sahana (Chair of Arc Board) abstained from the vote. Councillor, Cathy voted no citing that elected members should still be able to remain in office for the whole year. There were no other objections
  - 2.1.2 A second motion to vote on no further voting to take place after this meeting was raised to the floor.
    - 2.1.2.1 There were no objections to this matter.

RESOLVED THAT this proposal has been accepted **to remain binding to this PGC.**

## 3. Matters for Discussion

- 3.1 Events' Officers, Emilia and Swarali gave a presentation concerning the PGC Cruise which has been tentatively proposed for September 24<sup>th</sup> 7:30-10pm. They presented the financial statement for the event which included a proposed guest capacity of 350 people calculated at \$55 pp. The cruise will consist of BWS, DJ and food and will be held over 3 hours. They noted that in discussion with the President and Vice-President's Office, and Events Committee, a proposed target population includes postgraduate students, postgraduate alumni, and prospective postgraduate students. This could be conducted through a tiered pricing strategy with early-bird sale prices. They noted that with this pricing model, PGC should



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have a surplus of \$2062 which could go towards other PGC events or charity. Entertainment on board the cruise was also presented which included electronic games, dance performances, and best dressed awards. Marketing strategies were also presented such as group discount codes; it is hoped that marketing for the cruise can begin from June.

RESOLVED THAT the Cruise presentation slides will be emailed to everyone and any feedback/suggestions should be emailed directly to the Events Office

3.2 Vice-President, Diana informed about the latest winner of the PGC Female Ambassador of the Month as well as the consistently low numbers of nominations for the Ambassador of the Month series. Therefore, she suggested for PGC to pause the series and focus time and energy in promoting the flagship Ambassador of the Year and Course Co-ordinator of the Year Awards which will be held with the DVCA Office. This suggestion is supported by the President and the Video Committee. A vote on this matter was raised to the floor.

3.2.1 There were no objections.

RESOLVED THAT the Ambassador of the Month series will hereby be paused

3.3 Vice-President, Diana began with PGC's commitment to transparency and accountability. She noted her responsibility to keep PGC accountable to their duties as outlined in the PGC Charter. She also noted that with the upcoming public disclosure of PGC documents, it was thereby appropriate to review the performance of 2021 PGC officers according to the expectations stipulated in the PGC Charter. Diana noted the requirement for PGC Office Bearers to 'spend 5 hours per week average in fulfilling their role'. She presented a full summary of the working hours for all officers as recorded in PGC reports and asked each office bearer to reflect on the data being shown. However, while Diana praised the work of PGC and the incredible successes being achieved, she noted that the workload has been skewed. Diana also noted her personal decline in mental health and wellbeing. She made a plea for PGC's success to be a collective success, for PGC 2021 to continue and finish strong, and for the upcoming Postgraduate Week (which is a UNSW first) to be a resounding success because of a collective effort. Questions and feedback about this presentation was raised to the floor.

3.3.1 Events Officer, Emilia noted the clash in responsibilities such as the recent Tell Me Your Story event which was organised by Equity and Womens' Office instead of Events Office. President, Jerry acknowledged the failings of the Charter to better clarify the roles and responsibilities for each office.

3.3.2 Councillor, Saurabh also raised the point that PGC Councillors are not being held accountable.



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RESOLVED THAT the Charter committee will review the necessary changes. Vice-President, Diana will circulate a survey where further feedback/suggestions for how to improve the workings of PGC can be made.

- 3.4 Vice-President, Diana noted that a UNSW Postgraduate Community group has been setup in LinkedIn. The purpose of this group is to provide an alternative and professional platform for current postgraduates and alumni to connect and be in a long-lasting community. Other benefits include promoting PGC events and encouraging networking with alumni. Diana encouraged everyone to invite their colleagues to the group to build traction.
- 3.5 Vice-President, Diana reminded everyone about the upcoming deadlines surrounding the planning of Postgraduate Week and a call for everyone to participate in the working meetings with Arc on Friday afternoon. She also noted that the roles and responsibilities for each event have been laid out.
- 3.6 Councillor, Saurabh presented about the need for Faculty board representatives to be ex-officio PGC members as outlined in the proposal.
- 3.6.1 No questions were raised concerning this matter.
- 3.7 Councillor, Saurabh presented about the PGC weekly podcast and a call for anyone interested in being involved (e.g. as a host) or know of potential guests. A call for suggestions were made to the floor.
- 3.7.1 Suggestions were made including the need to diversify the topics, to allow the public to vote on potential topics (e.g. through Instagram), and to have seasonal topics.
- 3.8 Research Officer, Mariam summarised the PGC survey. She noted that nearly 300 responses were received where some of the responses may help PGC Podcast to determine what topics may be of interest. In general, she noted that over 50 % of responses noted their interest in professional development workshops.
- 3.8.1 A suggestion was made for these results to be publicised and communicated through a social media post.
- 3.9 Elections were held for the position of Coursework Officer (shared) and Councillor B.
- 3.9.1 Nominations for Coursework Officer were received from:  
Saurabh Kaura  
Nihitha Sampath Sudarsan



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Gideon George Jebarjan

Shiyong Lin

Melve Elsa Varghese

3.9.1.1 Presentations were made from all candidates except Nihitha who was not present.

3.9.2 Nominations for Councillor B were received from:

Shuang Song

Shruthi Kumar

3.9.2.1 Presentations were made from both candidates

3.9.3 All PGC members casted their votes except for Councillor, Cathy who chose to abstain.

3.9.4 The results for the elections were as follows:

**Councillor B**

**Shruthi – 9**

Shuang – 5

**Coursework Officer**

**Saurabh – 8**

Shiyong – 3

Melve – 1

Gideon – 1

#### 4. Other Business

President, Jerry noted that the next PGC Meeting has been moved to June 21<sup>st</sup> (due to Postgrad week clash) and will be a Town Hall Meeting. Jerry also noted that the May report will also include an Achievement Report from each office to showcase the work that has been done to date.

#### 5. Q and A

There were no Q & A.

#### 6. Meeting Finalisation

6.1 Women's Officer, Saltanat commented that the meeting was well attended but ran overtime. However, the meeting discussed important information.

The President, Jerry thanked everyone for attending the Council meeting. The meeting closed at 8:12pm.