



PARSA Postgraduate Representative Council (PRC) Executive meeting

Date: 21.11.22

Time: 12:30pm

Location: Online

1.0 Meeting Open

1.1 Acknowledgement of Country

1.2 Attendance and apologies

Attending: Tristan Yip (President), Neil Pollock (Vice-President), Jacob de Keijzer (General Secretary), Irina Samsonova (HDR Officer) Akriti Tyagi (Coursework Officer), Yalan Chen (Social Officer)

Apologies: Sharrada Segeran (Equity Officer)

Observers: Jane Brownbill,

1.3 Call for other business

1.4 Approval of minutes from previous meeting

Motion: To accept the minutes of the previous Executive Meeting (14th November) as an accurate and true statement of events

Proposed: Tristan Y

Seconded: Irina

2. Reports

2.1 HDR Officer's Report

- Dean of HDR monthly meeting. 17/11/2022 – met with An Evans, Kirsten and Bronwyn. Discussed the following:
 1. Having more HDR students on SSW Committee on the ANU council
 2. Lack of consideration of HDR students with parenting responsibilities in the Gender Equity Strategy
 3. Kioloa proposition – Ann said she wants to see a proposal, which Ben will be preparing
 4. Unacceptable feedback delivered by the HREC.
- Co-Chaired Education Committee meeting on 18/11
 1. Good to see college reps settling into their roles and collaborating on O-Week plans
 2. Continuation of IT issues re. access to functional emails
- Attended stakeholder meeting with Gunjan on 21/11
 1. Priorities are dealing with SASH by supporting HDR and international students who identify as women
 2. Making Kioloa retreats accessible to PhD students
 3. Other delegates brought up issues on SASH prevention and reporting strategies, better marketing existing services and inducting students.

2.2 Coursework Officer's Report

- Chaired the Education Committee meeting with co-chair Irina (HDR Officer on 18th November) wherein we conducted introduction and induction for new college reps. Appointed to coursework students from CoL and CBE as college specific HDR reps.



- Been having multiple interactions with CAP HDR students to collect feedback for CAP Teaching Awards and will be a part of the CAP Teaching Awards Committee this Wednesday (23rd November 2022)
- Been assisting college reps with accessing emails and adjusting to their roles.
- Have been setting up meetings with college reps to hold one on one sessions.
- Possible ideas for O-Week and other event ideas proposed by college reps a cultural event on language day Rubab plans to hold an event on International Mother Language Day by celebrating native languages on 21 Feb. Charlene is at the planning stage to host CHM specific O-Week events.

2.3 Vice President's Report

- Discussed with Mia financials for PARSA cycles agreement to proceed to reach out to the Recyclery to discuss options for us/them

2.4 General Secretary's Report

- Was in Queensland for a funeral as such was not able to commit as much time
- Getting in the hang of setting up meetings, calling for reports. Have booked rooms for PRC meetings next year, will circulate dates shortly.
- Worked with Tristan on a media release to announce the new term
- Reached out to Environments and First Nations' Officer to set up a workable and flexible reporting structure.

2.5 Equity Officer's Report

Not present

2.6 Social Officer's Report

- Travelled to several locations in Canberra and purchased cost effective gift packs for PARSA summer party. Hand written 'thank you' cards to PARSA members attached to the gift packs.
- Collaborated with School of Art and Design Gallery for PARSA members to attend Grad Show on 25th Nov. Prepared Show Bags and food package for the show. The exhibition is on Website ready for registration.
- Currently working out a plan for Cherry Picking Event, to help students to connect with Australian local landscapes.
- Held Monthly Movie on Saturday.
- Presented proposal for Semester 1 Event Planning supported by PARSA Strategic Goals. The executive committee has passed my proposal and I will be meeting with HDR, coursework and equity team to work out event planning as a team.
- New digital event booking system has been created by event manager and it is ready to use.

2.7 President's Report

- met with Ruth on the 16th to discuss her accessibility campaign,
- attended the student and university experience portfolio student forum the same day with other PARSA representatives from the equity portfolio,
- attended Team Managers and Leaders Course: Essential Skills training on the 17th on Jane's advice,



- interviewed candidates for the new Operations Assistant with Jane on the 18th
- With Neil, met with Nigel Palmer on the 18th as well to discuss defunding etc

3.0 Items for discussion

3.1 PARSA Cycles

Background: Cycles isn't doing too well, and our accountants are worried for its viability into the future. Needs an injection funds to keep it going.

Sponsor: Neil

Discussion outcome: Current board to be convened, see whether there is appetite to stay on or appoint new members. Kieran to supply Neil with business plan. PRC to approve funds to keep PARSA cycles operating until Christmas. Look into marketing strategies, whether we can take some stock of the recyclery.

3.2 Legal Case

Sponsor: Tristan

Discussion Outcome: Case is closed

3.3 New Model Updates

Background: Need assistance from the university in negotiations.

Sponsor: Tristan

Discussion Outcome: Tristan and Neil to meet with the ANU on 21st November to understand how negotiations can proceed

4.0 Other Business

4.1 Press Release

Background: Need to set the agenda for PARSA's new term

Sponsor: Jacob

Decision Outcome: Jacob to collect feedback on wording from exec/Jane, send to Dan for his eyes, send on to Tristan to send to media, Jacob to send to PRC as FYI

5.0 Meeting close at 1:45 pm and next meeting is 28th November