



PARSA Postgraduate Representative Council (PRC) Meet the Staff and Initial Planning Meeting

Date: 17th of December

Time: 9am-4pm

Location: PARSA Offices, ANU Campus

1.0 Meeting Open

9:55am

1.1 Acknowledgement of Country

Eve Walker

1.2 Declaration

Minutes taken by: Eleanor Cooper

1.3 Attendance and apologies

Attending PRC:

Delephene Fraser (Vice President), Eleanor Cooper (General Secretary), Gunjan Dixit (HDR Officer), Tristan Yip (Coursework Officer), Arushi Ganguly (Equity Officer and Queer Officer), Zhangcheng Qiang (CECS Officer, HDR), Shukla Promite (CoS Officer, HDR), Harshita Bhatia (Wellbeing Officer), Jhana de Silva (Parents and Carers Officer)

Attending Staff: Brie Preston, Andy Mar Andriel Umali, Nishith Tanny, Deborah Short, Clair Bizhao Zhang, Huiruo Pang, Mia Yiman Li, Andrea Stutz, Jane Brownbill

Apologies: Nancy Zhang (Women's Officer), Upasana Pathak (CHM Officer, Coursework), Sonia Jeena (International Officer)

1.3 Call for other business

1.4 Minutes from previous meeting

N/A

2.0 Reports

N/A

3.0 Items for discussion

Events that PARSA runs

Clair: Ran through the events that PARSA regularly holds, including monthly and fortnightly events, and PARSA ball. Gave an overview of events process – document provided to PRC on 16/12

Deb: Introduced herself, Andi and Brie as the student assistance team and indicated the range of grants available to students as well as a range of academic and personal support services. Noting that their team is able to help students often in vulnerable positions, and advises the incoming PRC to direct students in need towards the SA team, and to familiarise yourself with the services and supports available. Noting the need for boundaries within a PRC role. Disclosures are likely to happen, and the appropriate response is to listen and believe the person, and again to know the kinds of support available.

Andi: Introduced herself as both student assistance and as a migration agent, noting that we are booked out until February at the moment so there is clear demand. We can only provide one off appointments, and provide the knowledge to be able to deal with the student's own visa or ECOE matters. Have had an offer from the former ACT Division officer to run workshops to answer more general queries. Harshita and Andi to organise this in the new year

Jane: We also offer legal advice – we have an agreement with Legal Aid currently, though we may be employing a lawyer for in house counsel. Intellectual property advice is not provided through LA so in house counsel could be useful especially for HDR students. Another option is to form a more formal agreement with ANUSA who has an in house lawyer.

Mia: Introduction of her role as accountant for PARSA in a supporting role for the organisation. Her responsibilities include payments, payroll and budget management for portfolios, processing income / receivables, bank management and financial reports.

Andy: As the facilitator of Shut Up and Write (SUAW) he runs multiple sessions per week, on zoom currently but hopefully in person next year, at an unconfirmed location. Really useful for HDR students both academically and socially.

Nishith: Seef is a program to encourage students to create activities throughout campus; there is a diverse group on the panel. Grants fall into five categories to encourage different projects and events. She will mainly be in contact with the two SEEF reps on the PRC and staff to update the teams on deadlines and the kinds of projects that are ongoing. She may also update the PRC about promotion of seef.

Clair: She is the advocacy and engagement officer, and will assist in running advocacy campaigns, often in the form of long term or large campaigns. She will also be assisting PRC

members to speak up in their committees and representative roles. Advocacy also involves regular outreach to students to find out what is needed. Another responsibility she holds is to organise training for PRC, including a gender agenda etc

Brie and Andy: Introducing the administration team for PARS – they are the front facing aspect of PARSA and maintain the inbox and access to PARSA services for students as well as keeping everything running

Jane: Budget for this year involves some rollover from last year, and includes sections for each portfolio, O-Week, staff, operational costs etc. Merch is mostly bought for this year so we can save money on that. We also have 45,000 for O-Week

3.0.1 Summer Sessions

Clair: Introducing major events that PARSA has always done including Postgraduate Welcome Evening, International Student Welcome Evening, and Unwind

~Short break to panic and clean up spilled tea~

3.0.2 O-Week Planning

Event ideas proposed by the PRC:

- Creative events – paint by numbers, paint and sip
- Cultural tour of Black Mountain, Inner North and Inner South, potentially by bike
- Surf trip, Kambah trip
- Lake walks
- Black Mountain
- Tours of campus
- NGA trip
- Aboriginal tent embassy trip
- Collaborations with campus societies
- Weaving workshops
- Slip and Slide
- Big Day is the Saturday following O-Week – Week 1
- College tours
- Coffee crawl for international students

Mia: Outlined the details of how to propose, budget for and run an event, with the relevant forms stored in the Events folder in Teams

3.0.3 Advocacy and campaigns

There was a general discussion about the possibility of doing the following campaigns:

- Postgraduate workers' rights
- Sex workers' rights and assistance – Jane has been in discussion with a representative
- Divestment and referendum
- Housing affordability and accessibility
- Accessibility for international students to access housing and support
- Toolkits for incoming students living out of home
- Welcome email to include pronoun guide
- Workshop about the religious discrimination bill from Arushi
- Anti-rental scams – possibly in a larger campaign around other scams

Arushi recommended a mailing list for advocacy and events – including personal emails

Jane notes that giveaways can cause conflict because of the amount of people who are not able to get into it, especially considering that people are sometimes not on social media

3.1 Call for other business

Merchandise

Stickers and lanyards both things that had general approval from the PRC

4.0 Meeting close and next meeting

Meeting closed at 3:36pm

Next meeting on the 20th of December at 5pm, on Zoom