

CSSA Committee Meeting

Agenda - Meeting #22

2015-08-31 - 18:00 - CSIT N101

#	Time	Details	Lead
	17:30 - 17:35	Welcome	Cait
1	17:35 - 17:40 (5 mins)	1. Minutes of Previous Meeting and Matters Arising 1.1. Actions from Previous Meetings	Jan Z
2	17:40 - 17:45 (5 mins)	2. Treasurer's Report	Stuart
3	17:45 - 18:00 (15 mins)	3. Update from Committee Members	All
4	18:00 - 18:10 (10 mins)	4. Major Events 4.1. COMP3600 4.2. COMP2310 4.3. COMP2600 4.4. AGM 4.5. BBQ & Discussion	
5	18:10 - 18:20 (10 mins)	5. Projects 5.1. ?	
6	18:20 - 18:35 (15 mins)	6. Discussions 6.1. Issue raised with Code of Conduct	
7	18:35 - 18:45 (10 mins)	7. Other Business 7.1. ANUSA Elections 7.2. Additional actions	
	18:45 - 18:50	Close Next Meeting	Cait

CSSA Committee Meeting

Minutes - Meeting #22

2015-08-31 - 18:00 - CSIT N101

Attendance

Present: Caitlin, Ben C., Stuart, Jan, Omid

Apologies: Martin, Nick

Absent: Hong, Chu

Others: Probie

Action Summary

Carried over

- Action 2014.3: Get new lock for common room from school
- Action 2.3.2: Stuart to finish PayPal account.
- Action 11.3.5: Work out times for tech talks. (possibly Week 7 or Week 8)
- Action 19.4.5.1: By-Laws need to be changed in terms of General Representatives, not clear enough. Clarify the role. Needs to be done at general meeting. Creelman been in contact with Abbie.

Actions arising

- Action 22.6.1: Create and merge pull request to change "sexual images in public places" to "sexual or excessively violent images in public spaces".

Minutes

Meeting opened at 18:29.

1. Minutes of Previous Meeting and Matters Arising

MOTION: That the minutes of the previous meeting be accepted.

Moved: Jan Zimmer

Seconded: Caitlin's Seconds

Majority, Stuart Abstains.

Motion carried (Resolution 2015/50)

1.1. Actions from Previous Meetings

- Action 2014.3: Get new lock for common room from school
 - No update since meeting with Janette.

- Action 2014.8: Jan to talk to James Fellows about getting IP access for robot again and other servers
 - Put into handover document.
- Action 2.3.2: Stuart to finish PayPal account.
 - Fully functional new account. Can't close old account yet.
- Action 4.6.2.1: Track state of common room renovations (visit Phil)
 - Closed. New committee doesn't care about the triangle of missing paint. Handover document.
- Action 11.3.4: Nick to look at food offers with other establishments.
 - Handover document.
- Action 11.3.5: Work out times for tech talks. (received an email for potentially september)
 - Messaged a while ago about dates between Week 7 and Week 8. Martin not present.
- Action 19.4.4: Get a slightly less fragile banner.
 - Handover document.
- Action 19.4.5.1: By-Laws need to be changed in terms of General Representatives, not clear enough. Clarify the role. Doesn't need to be done at general meeting.
 - In consultation with Abbie. Does need to be approved in general meeting.
- Action 19.4.5.2: Jan to organise food, mailout, posters, Roberts, proxy voting forms.
 - AGM happened.
- Action 20.4.7.1: clarify what person on FB interested in IEEE wanted to have from us in terms of support
 - Have communicated.
- Action 21.1.1: Chu to create advocacy meeting in N101
 - Chu's not here. Handover document.
- Action 21.3.1: Jan to send out AGM nominations deadline reminder.
 - AGM is done!
- Action 21.3.2: Garbage situation: topic of discussion for the common room discussion event.
 - Remind Martin about this.
- Action 21.3.3: Make a point of telling people off to carry out their rubbish.
 - Handover document.
- Action 21.3.4: Make sure the committee and common room officers carry out the trash when full.
 - Handover document. Add to common room induction.
- Action 21.3.5: Raise garbage discussion at the AGM and try to move it to before elections.
 - AGM is done!
- Action 21.4.4: Jan to chase up Orgsync for study events.
 - Stuart: done.
- Action 21.4.5: Jan to check with Roberts and Bob about CySCA organisation.
 - Bob's been in touch with Grigori and will make sure that it get's organised.

2. Treasurer's Report

- Bank Balance \$8276.26
- A/c Receivables \$442.50

We have no financial liabilities.

3. Update from Committee Members

Caitlin Macleod (President)

- Agm happened, i am writing my handover doc now. Will need to have coffee with Abbie this week. Working on handover.

Jan Zimmer (Vice-President & Secretary)

- Have a 4500 word document worth of minutes that I need to work through.
- AGM organisation worked fine.

Stuart Herring (Treasurer)

- Over the break I will get the todo folder empty.
- PayPal will be done over the break.
- All in time for the new committee to have fun.

Ben Creelman (Industry)

- AGM
- Stall in Design Studio at OpenDay
- Fixing the common room
 - Cabinet lock has been fixed again
 - Committee and CRO Posters got reprinted due to vandalism.
 - General cleaning.

Nick Mobbs (Social Rep.)

- Not present.

Omid Rezvani (Postgraduate Rep.)

- Had monthly munchies (my last one).
- Have a handover document (not uploaded yet).
 - Includes all events registered so far
 - Budget for last year
- Games Night
 - Trying to have a trial for the member of Graduate Common Room Committee (GCRC).

- GCRC has a dinner clash with our weekly board games, so might try to do it after that. In contact over facebook.
- Event will probably happen in the term of the next committee.
- Will happen around 12th September (during mid-semester break).

Hong You (International Rep.)

- Not present

Martin Henschke (General Executive)

- Not present

Chu Bing (General Rep.)

- Not present

4. Major Events

4.1. COMP3600

Stuart: Worked really well.

Chu's not here.

4.2. COMP2310

Chris had some material ready but far less than required. Chris is hoping that with his new role of education officer that he will look into this ahead of time.

Other than that, seems to have gone well.

4.3. COMP2600

Currently have no tutors for the event. Originally was going to be Max or Rohid, but they have their own Mid-Semseters to study for. Others have also said no. Will continue searching.

If no tutor can be found, event will continue without a paid tutor, which is suboptimal but better than nothing.

Happening Wednesday. Pizza has been ordered for 20:00.

4.4. AGM

We had 30 Proxy votes (plus 3 which were invalid), to a total of 75 votes.

It has raised with the returning officer that later candidates had less time for their questions. (We should have had the 30s time limit for questions from the beginning).

Outcome:

- President: Abbie Wade
- Vice President: Patrick Paton
- Secretary: Amy Blunt
- Treasurer: Stuart Herring
- International Rep: Hong You
- Post Grad Rep: Chris Chow
- Gen Rep: Chris Claoue-Long, Robert (Probie) Offner, Yaya Lu, Tyrus Caldeira, James Volis
- Common Room Subcommittee: Erin Hynes, Martin Henschke, Chanakya Goli, Robin Monro, David Quarel

Problem with the committee reports being before the election is that this can be used to discredit or canvass votes for candidates which are re-running. Problem with the standing orders (which are currently unmodified from the ANUSA constitution).

The hard time cutoff limit worked for most people, with one exception.

- Time cutoff was enforced by secretary but probably should be done by returning officer.
- The chair should potentially also have have 'named'. (Another reason for the returning officer to be the chair).

Didn't have gluten free pizza. (This may have been a problem with the last several events)

Discussions didn't have more of an introduction than the titles. Challenging to have something so open ended on the agenda. Possibly have a paragraph in the agenda for this. There also didn't seem to be any discussion coming from the person originally asking the question.

4.5. BBQ & Discussion

Stuff's been ordered.

Pickup on Thursday.

Small amount of vegetarian options, and there will also be some juice.

Omid: There are some carrots in the fridge leftover from monthly munchies.

Caitlin: We had a reasonable amount of advertising for this one so we should have a decent turn out.

5. Projects

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6. Discussions

6.1. Issue raised with Code of Conduct

Action: Create and merge pull request to change "sexual images in public places" to "sexual or excessively violent images in public spaces".

7. Other Business

7.1 ANUSA Election

ANUSA elections happened.

Commentary in the CSSA common room about it tended to be counter-productive.

Caitlin and Arlene Mendoza got elected as CECS ANUSA Representatives.

New CECS Reps start on 1st December.

New for this year was that all CECS candidates had a forum online in which they could answer questions. Not overly successful but good idea.

The new CSSA committee should make sure that they promote and invite people to engage with the ANUSA elections and talk with the ANUSA CECS candidates. Possibly even to the extend of letting candidates put a poster up in the common room.

7.2. Additional actions

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Close

Meeting closed at 19:16.

The next meeting will probably be scheduled for Thursday 03 September 2015, 18:00.

Jan Zimmer
Secretary