

CSSA Committee Meeting

Agenda - Meeting #7

2014-03-10 - 14:00 - CSIT N101

#	Time	Details	Member
	14:00 - 14:05	Welcome	
1	14:05 - 14:10 (5 mins)	1. Minutes of Previous Meeting and Matters Arising 1.1. Actions from Previous Meetings	Ben C
2	14:10 - 14:15 (5 mins)	2. Finances 2.1. Treasurer's update 2.2. ANUSA Grants & Online Receipt Submission	Chan
3	14:15 - 14:30 (15 mins)	3. Past Events 3.1. BBQ 3.2. 1st year camp 3.3. InstallFest	Reyes Probie Jan
4	14:30 - 14:55 (25 mins)	4. Upcoming Events 4.1. Postgrad events 4.2. Social events 4.3. Education events 4.4. Game jam 4.5. CySCA 4.6. #EGN007	Jess Reyes Ben M Jono Andrew All
5	14:55 - 15:00 (5 mins)	5. Projects 5.1. Door Sensor & Android App	Jono
5	15:00 - 15:10 (10 mins)	6. Catch-up with Alistair 6.1. Outcomes from 17/02 meeting	Exec
6	15:10 - 15:20 (10 mins)	7. Common Room 7.1. Lets buy some stuff for the common room 7.2. Access policy 7.3. Video gaames 7.4. Items for the Common Room Subcommittee	Martin
7	FYI	8. CompCon 2014	Andrew
8	15:20 - 15:40 (20 mins)	9. Other Business 9.1. ISD meeting 9.2. ESA meeting 9.3. Website redesign 9.4. Alcohol Policy 9.5. OGM 9.6. Additional actions arising from discussion	Ben M Cait ?? BC/CM
	15:40 - 15:45	Close Next meeting	

CSSA Committee Meeting

Minutes - Meeting #7

2014-03-10 - 14:00 - CSIT N101

Attendance

Present: Andrew Donnellan, Jono Franzi, Caitlin Macleod, Jan Zimmer, Robert Offner, Ben Creelman, Chanakya Goli, Reyes Gonzalez, Jess Tsimeris

Late: Ben Martin, Martin Henschke

Apologies: Nil

Absent: Nil

Action Summary

Carried over

- ACTION 7.1: Martin to email school administration and ask as to why the school does not have recycling bins inside the building.
- ACTION 9.1.1: Caitlin to investigate further sponsorship opportunities
- ACTION 2.2.1: Follow up ANUSA grants backlog for end of 2013 (Chan)
- ACTION 3.3.2: Sort out Dota tournament prizes (Jan)
- ACTION 8.4.1: Contact potential sponsors about getting a server (Caitlin)
 - Ongoing
- ACTION 8.5.1: Write a new sponsorship brochure (Caitlin)
- ACTION 8.6.1: Update signup app and process - recovering information and adding new members to the mailing list (Andrew)
- ACTION 4.11.1 Post on FB and in newsletter requesting volunteers and possibly a coordinator for EGN

Actions arising

- ACTION 7.5.1.1: Sort out arduino script issues [Jan/Jono]
- ACTION 7.5.1.2: Set up a play store account and communicate the existence of the android widget [Andrew]
- ACTION 7.6.1.1: Arrange meeting with Paul Melloy/Student services
- ACTION 7.6.1.2: Talk with Hugh re N103/N104 [Ben C]
- ACTION 7.6.1.3: Schedule a meeting with Janette [Ben C]
- ACTION 7.7.1.1: Claim grant from the union [Chan]
- ACTION 7.7.1.2: Buy a couch for the common room
- ACTION 7.7.1.3: Buy microwave safe bowls
- ACTION 7.7.1.4: Buy a fold up trolley [Jan]
- ACTION 7.7.1.5: Buy boardgames [Jess]
- ACTION 7.7.1.6: Buy small vacuum cleaner
- ACTION 7.7.1.7: Buy tasty bites indian food [Ben M]
- ACTION 7.7.1.8: BUY A PLUSH DOGE

- ACTION 7.7.1.9: Design a window banner for N102
- ACTION 7.7.1.10: Buy a label maker
- ACTION 7.7.1.11: Investigate getting the circle room (N10x) as storage [Ben C]
- ACTION 7.9.1.1: Get accurate international student stats to ISD [Ben C]
- ACTION 7.9.4.1: Agenda Item: Alcohol Policy, at Item #3 for next meeting

Minutes

Meeting opened at 14:08.

1. Minutes of Previous Meeting and Matters Arising

MOTION: That the minutes of the previous meeting be accepted

Moved: Ben Creelman

Seconded: Caitlin Macleod

Motion carried (Resolution 2014/09)

1.1. Actions from Previous Meetings

- ACTION 7.1: Martin to email school administration and ask as to why the school does not have recycling bins inside the building.
 - Discussed at Alistair meeting; need to finish details with Janette
- ACTION 9.3.1: Common Room Subcommittee to provide report to committee
 - Discussed at item 7
- ACTION 11.1.1: Andrew to seek legal advice regarding liability for actions in the common room when there are no committee members in the room
 - Discussed at item 7
- ACTION 9.1.1: Caitlin to investigate further sponsorship opportunities
 - Ongoing
- ACTION 2.2.1: Follow up ANUSA grants backlog for end of 2013 (Chan)
 - Not quite sorted, need to resubmit/contact GAC and work out what's happening.
- ACTION 3.3.2: Sort out Dota tournament prizes (Jan)
 - Some trouble with steam; ongoing
- ACTION 4.4.3.2: Create VirtualBox images for InstallFest (Jono)
 - Done
- ACTION 8.4.1: Contact potential sponsors about getting a server (Caitlin)
 - Ongoing
- ACTION 8.5.1: Write a new sponsorship brochure (Caitlin)
 - Ongoing
- ACTION 8.6.1: Update signup app and process - recovering information and adding new members to the mailing list (Andrew)
 - Need to send out an email to the affected people getting replacement data
- ACTION 4.11.1 Post on FB and in newsletter requesting volunteers and possibly a coordinator for EGN
 - Hasn't happened, have a EGN meeting first

- ACTION 5.1.1: Ben C to email request for talking points re Alistair to committee
 - Done
- ACTION 8.5.1 Ben C to arrange a meeting with ISD.
 - Done
- ACTION 4.7.1: Arrange vegetarian/vegan options for BBQs (Pfalzgraf)
 - Sorted, needs a little bit of work for each BBQ and warning to Daniel/Ben M

2. Finances

2.1 Treasurer's update

\$7027.36 in the bank.

2.1 ANUSA Grants & Online Receipt Submission

Discussed with action items.

3. Past Events

3.1. BBQ

[Reyes] 60-70 people. Vegetarian options went down well. Slightly too few sausages, but attendance was larger than expected.

3.2 1st year camp

[Probie] Not many people from CS, some science students doing first year comp, most cecs people were from engineering.

3.3 InstallFest

About 40 first years, 50-60 total. Room was a little small. Pizza was with lena karmel dominos, went well.

4. Upcoming Events

4.1. PostGrad events

- Monthly Munchies on 21st March
- HDERP at some point in April/May
- CECS PhD retreat is this week (tickets are already sold out)

4.2. Social events

- BBQ March 14. All food is donated by PAL.
- Paintball March 22. \$60 min
- Small social event in week 7 - possibly AoE - Reyes/Probie/Jan
- Laser tag in term 2

- Potentially bowling at some point in term 2

4.3. Education events

[Pfalzgraf] Two events - week 6/7. Probably N115/N116/N101.

- Comp1100 - Wireworld - structured group help ft. tutors (assignment is due wk7).
- Comp2300 (assignment is due wk8). Will need to confirm details with lecturer.

[Martin] Some tech talks coming up, Jess has some ideas for speakers.

4.4. Game jam

[Jono]

- Start on a friday/saturday, include talk from local game dev company.
- Then 6 days to work on it in own time, little input from CSSA
- Finish the next friday/saturday with another small event

Could potentially include people who aren't from CS, such as graphic designers. CSSA could assist with access to gamemaker or other dev tools.

Team size would be 2-4 people.

Need to work out dates. Potentially over the break.

4.5. CySCA

[Andrew] Info session happened. 7 people, 8 presenters

Andrew needs to liaise with bob re: registrations, organisation etc. Would be great if we could get some first years involved.

4.6. #EGN007

Will be discussed out of session after the meeting.

5. Projects

5.1. Door sensor & Android App

ACTION 7.5.1.1: Sort out arduino script issues [Jan/Jono]

ACTION 7.5.1.2: Set up a play store account and communicate the existence of the android widget [Andrew]

6. Catch-up with Alistair

6.1. Outcomes from 17/02 meeting

Ben C briefly discussed the outcomes from the most recent catch up with Alistair, expanded further in the following email:

--

Committee

Some outcomes from A-rends/Janette meeting. Attendance was exec for first half (until partway through item 2) then me + chan for the rest.

1. Curriculum Redesign

Mostly around the “The Joy and Beauty of Computing” course that Pascal van Hentenryck is designing. This is a working title. Main language will be Snap... look it up. Will cover basics of computer science, computer architecture and a few other things. No exam, weekly assignments.

-looking at a 30-50 person 1000-level VC course in S1 2015

-looking at a MOOC 2016

-looking at every student taking it in 5 years time

They are looking for CSSA to help/coordinate the first phase of testing of the assignments - they estimate it shouldn't be more than a couple of hours for CS students to complete them, but probably closer to 10hrs for normal students. CSSA (in some form) will be meeting with Pascal in about a month. Second phase of testing is with 'normal' students, then they have to develop something of a support network... still working on specifics.

Marnie Hughes-Warrington (Deputy Vice Chancellor (Academic)) is strongly behind the course. This is the support that guarantees it will happen.

RSCS is looking to double in size over the next 5 years. I suspect a significant part of this will be international students, but obviously there will be some domestic intake. They have partnerships with a couple of universities in China.

There's a real opportunity for us to push the gender balance issue here. If you want an extra 150 students per year, have they considered focusing more on women? There is clearly opportunity here.

2. First year engagement

We need to work out who our members are, somehow... I said we were still validating membership numbers and information. COMP1100, which is broadly the first year population, is 270 people.

They were broadly in favour of some level of information sharing, although we didn't mention any particularly specifics. I'm wondering if we can give them a list of uni IDs and they tell us how many of them are first years, or something like that. Obvs need to be careful around privacy etc, but I'm sure we can make something like this work.

We want 100% of first years to be CSSA members.

3. International students

Still working on this, obvs. Hopefully going to get some more information/data from them/Paul, such as the most common entry pathways. I think we need to push the multilingual advertising thing a bit harder.

From their point of view, ideally, when we say "first year" we don't mean "first year students taking 1000-level courses", we mean "first year at ANU" and this includes students transferring in at 2000-level or similar arrangements. Obviously this changes a lot but particularly when it comes to a focus on international students.

4. Gender balance

Well. We got the conversation started. A not overly encouraging silence greeted it, but still, first steps. I got the vibe that they haven't really discussed it before.

Will discuss more at a committee meeting. I think we will need to push hard to get them working on this. We roughly split the discussion into a) gender balance is a problem for the environment and attitude of students currently doing compsci and b) the gender balance needs to be fixed by enrolment (or similar). I think that we're mostly focusing on a), but they aren't doing too much on b). So we might have to push them to get started there.

I've cc'ed Tess on this, because we may ask for your input again here.

5. Facilities on Level 1

Common Room - hopefully there will be a discussion about what's happening with the Masters lab, and the other rooms. They recognise there is a space squeeze. This is a big issue for us and I made that quite clear. FYI - currently N103 is being used for ewaste, and N104 is being used for servers or something - need to talk to Hugh about this/confirm it. I think our next step is to present a comprehensive option for restructuring of Level 1... potentially involving moving/swapping 3+ rooms.

Recycling bins - we can progress this further through Janette. There's a few options here. Basically the school looks after its own recycling with the big blue recycling bins. We need to check if they take cardboard (cause that's a big part of our rubbish) but Janette said it would be fine to relocate one of them to the ground floor.

Aircon - I understand Janette will be logging a job to get it looked at, but we should follow up in a week or two as to if it happened/where it's up to. Apparently there's been some teething problems with the new system.

Other items

Meetings will be of the frequency roughly every term with Alistair and Janette, and once more every term with just Janette.

Sam Slater is the new Bindi; Janette will bring him downstairs at some point to say hi

They floated the idea of some sort of window film for N102... the words "the stash" were used. I think they think the pile of soft drinks is a little unsightly. Anyway, they said they'd pay. (~\$300)

Ben

--

ACTION 7.6.1.1: Arrange meeting with Paul Melloy/Student services

ACTION 7.6.1.2: Talk with Hugh re N103/N104 [Ben C]

ACTION 7.6.1.3: Schedule a meeting with Janette [Ben C]

7. Common Room

7.1. Let's buy some some stuff for the common room

The committee discussed wiping RSCS from the face of the earth, using haribo sugar free gummi bears. Rough calculations using remaining funds:

- \$169 per 5lb, $\$7027 / \$169 = 208\text{lb}$ (94kg)

ACTION 7.7.1.1: Claim grant from the union [Chan]

ACTION 7.7.1.2: Buy a couch for the common room

ACTION 7.7.1.3: Buy microwave safe bowls

ACTION 7.7.1.4: Buy a fold up trolley [Jan]

ACTION 7.7.1.5: Buy boardgames [Jess]

ACTION 7.7.1.6: Buy small vacuum cleaner

ACTION 7.7.1.7: Buy tasty bites indian food [Ben M]

ACTION 7.7.1.8: BUY A PLUSH DOGE

ACTION 7.7.1.9: Design a window banner for N102

ACTION 7.7.1.10: Buy a label maker

ACTION 7.7.1.11: Investigate getting the circle room (N10x) as storage [Ben C]

7.2. Access policy

The committee disbanded the 2013 Common Room Subcommittee.

We are keen to have more people with access to the common room, in the range of 3 people. Will need a carefully worded post on the facebook page looking for some new people to get the door code.

7.3. Video gaames

The committee discussed the playing of video games in the common room, broadly around the following topics:

- are video games in the common room antisocial
- is this a serious problem
- how, in general, do we make the common room a more welcoming and friendly space?

The committee resolved to place a restriction on video games for the following week (11 March-14 March) between 9am and 5pm, with the intent on reviewing the outcome at the next committee meeting.

7.4. Items for the Common Room Subcommittee

Covered above, noting the disbanding of the 2013 C/R subcommittee.

8. CompCon 2014

No further update - still planned to be going to USyd.

9. Other Business

9.1. International Students Department meeting

Ben M, Ben C and Andrew met with the International Students Department (their President and one other) on 10 March to discuss engagement with international students.

Key points:

- Need to engage with international students from the very beginning of their uni experience
- Focus on first years
- Potentially target those who went on first year camp - try to snowball interest
- Look into doing a big event around the midsem break - showcase the CSSA - spam the event with heavy marketing
- Food-centric events are a big win for everyone
- Consider co-hosting events with other international student societies
- AFEC have a huge amount of international participation
- We need a critical mass of people for these events to work
- Useful contacts:
 - Student experience and transition team - set@anu.edu.au

- There are around 15 country specific associations, such as SSA (contact is Syed Faisal Al-Junied), HKSS, MSO, etc

ACTION 7.9.1.1: Get accurate international student stats to ISD [Ben]

9.2. ESA meeting

Caitlin, Ben C and Andrew met with the Industry rep and Secretary from ESA. Not a huge amount of content, but there is scope for some sharing of events between CSSA and ESA. Their events are mostly larger but less frequent. They also have an interesting set up with year reps being general volunteers.

9.3. Website redesign

Not discussed.

9.4. Alcohol Policy

Ben C, Caitlin, Jan and Andrew expressed interest in discussing the CSSA alcohol policy out of session.

ACTION 7.9.4.1: Agenda Item: Alcohol Policy, at Item #3 for next meeting

9.5. OGM

MOTION: That an Ordinary General Meeting of the CSSA be called for Thursday 3 April 2014 at 6:00PM.

Moved: Andrew Donnellan

Seconded: Robert Offner

Motion carried (Resolution 2014/10)

Potential items for discussion are change in committee structure to include subcommittees and common room access.

Jess booked CSIT N101 from 6pm-8pm on 03/04/2014

9.6. Additional actions arising from discussion

The committee discussed publishing minutes publically. The following decisions were agreed:

- Some non committee members will be cc'ed on emails with draft minutes
- Approved minutes will be published on the CSSA web page

Close

The date for the next meeting of the CSSA Committee was agreed as Saturday 22 March 2014, 9:30.

Meeting closed at 16:52.

Ben Creelman
Secretary