# CSSA Committee Meeting

## Agenda - Meeting #8

### 2014-03-22 - 09:30 - CSIT N102

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| 1  | 09:35 - 09:40 (5 mins) | 1. Minutes of Previous Meeting and Matters Arising  
1.1. Actions from Previous Meetings | Ben C        |
| 2  | 09:40 - 09:45 (5 mins) | 2. Treasurer’s update  
2.1. Finances | Chan         |
| 3  | 09:45 - 10:00 (15 mins) | 3. Alcohol Policy |              |
| 4  | 10:00 - 10:15 (15 mins) | 4. Past Events  
4.1. BBQ  
4.2. Jane Street Networking Event | Reyes, Caitlin |
| 5  | 10:15 - 10:40 (25 mins) | 5. Upcoming Events  
5.1. Event suggestions form input  
5.2. Postgrad events  
5.3. Social events  
5.4. CySCA  
5.5. OGM  
5.6. Game Jam  
5.7. Tech Talk: Grace Chiu  
5.8. Palantir Info Session  
5.9. Cryptoparty  
5.10. COMP1100/2300 Study Events  
5.11. Sit Down and Apply!  
5.12. #EGN007 | Jan, Jess, Reyes, Andrew, Jono, Martin, Caitlin, Jono, Ben M, Andrew |
| 6  | 10:40 - 10:45 (5 mins) | 6. Projects  
6.1. Tutoring for college students | Caitlin      |
| 7  | 10:45 - 10:50 (50 mins) | 7. Catch-up with Alistair/Janette  
7.1. Meeting with Janette | Ben          |
| 8  | 10:50 - 11:15 (25 mins) | 8. Common Room  
8.1. Non-committee access  
8.2. Video game restrictions | Martin       |
| 9  | 11:15 - 11:25 (10 mins) | 9. Other Business  
9.1. Mailing list alternative  
9.2. Agenda length  
9.3. Additional actions arising from discussion | Jan, Probie  |
|    | 11:25 - 11:30 | Close  
Next meeting |              |
CSSA Committee Meeting
Minutes - Meeting #8
2014-03-22 - 09:30 - CSIT N102

Attendance
Present: Robert Offner, Martin Henschke, Caitlin Macleod, Reyes Gonzalez, Ben Creelman, Andrew Donnellan, Jan Zimmer, Jess Tsimeris, Jono Franz.
Late: Ben Martin, Chanakya Goli
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)
- 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
- 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 7.7.1.9: 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 (N101a) as storage [Ben C]
- ACTION 7.9.1.1: Get accurate international student stats to ISD [Ben C]


**Actions arising**

- ACTION 8.5.4.1: Andrew to create CySCA posters with Jan
- ACTION 8.5.6.1: Jono to arrange speaker for opening day
- ACTION 8.5.9.1: Book N101, 5-7pm April 1st

**Minutes**

Meeting opened at 09:45.

1. Minutes of Previous Meeting and Matters Arising

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

Moved: Ben Creelman

Seconded: Andrew Donnellan

Motion carried (Resolution 2014/11)

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.
  - Almost sorted; Ben C to send an email to Janette
- 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)
  - Chan not present to report
- ACTION 3.3.2: Sort out Dota tournament prizes (Jan)
  - Waiting on response from recipients
- 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)
  - Ongoing
- ACTION 4.11.1 Post on FB and in newsletter requesting volunteers and possibly a coordinator for EGN
  - Hasn’t happened yet
- ACTION 7.5.1.1: Sort out arduino script issues [Jan/Jono]
  - Fixed, will remain till next meeting to confirm no issues
- ACTION 7.5.1.2: Set up a play store account and communicate the existence of the android widget [Andrew]
  - Not yet
- ACTION 7.6.1.1: Arrange meeting with Paul Melloy/Student services
  - Not yet
- ACTION 7.6.1.2: Talk with Hugh re N103/N104 [Ben C]
2. Treasurer’s update

2.1 Finances

$6523.27 in the bank, split between the two accounts. Costco run coming up shortly. Haven’t yet chased down outstanding grants from 2013.

3. Alcohol Policy

The committee discussed the place of alcohol within the CSSA. They key points agreed were:

- The existing ban on alcohol within N102 will remain, this includes storage
- The CSSA is not looking at running or being involved with events where the primary focus is alcohol, e.g. Engibeering
- The committee is keen for other or existing events, such as BBQs, to include alcohol.
Events should be open to being run at a licenced venue or having an ‘after event’ at a bar or similar.

Andrew noted that the CSSA’s access to N101 is a major privilege and we should not do anything to jeopardise this.

4. Past Events

4.1 BBQ
Times clashed with COMP1100 so some food was taking to the lecture instead. A number of staff turned up.
Suggested that we also place event posters upstairs, and potentially doorknock offices before the BBQ.
Attendance was 40-50 at the BBQ, probably another 20 first years at the lecture.
Spend was about $33, as the food was provided by PAL. Abbie Wade commented at the BBQ that Coles might be cheaper than ANU Union.

We can ask the ground keeper to clean the BBQ beforehand.

4.2 Jane Street Networking Event
Plenty of people, about 30. Went well. Jane Street might be at the Careers Fair but won’t make another visit other than that. Venue (Vivaldi’s) was good, great food.

5. Upcoming Events
It was noted that events suggested via the event suggestions form are not progressed as quickly as events that the committee suggests - this doesn’t reflect well on the committee.

5.1 Event suggestions form input
David Quarel suggested a questacon day, seems like a good idea. Lead to progress is Jono.

Ben Martin enters [10:34]

5.2. Postgrad events
Lawn Bowls next Friday, poster needs to be created.
$100 was approved, also $100 of CECS money.

HDERP will be next term, around May.
Monthly Munchies in a month (late April).

5.3 Social events
- AoE night, Friday week 7 - 4th April.
  - $200 for food was approved.
- BBQ week 8/9 (first week back is 3 days)
- Tabletop RPG night week 9 [Martin]
- Karaoke week 10

5.4 CySCA
[Andrew]
Bob is ‘fairly certain’ that he registered ANU for 4 teams; this will need to be confirmed in the future.

**ACTION 8.5.4.1: Andrew to create CySCA posters with Jan**

5.5 OGM
Need to develop an agenda. Suggested items included:
- People getting the code to n102
- Getting more people engaged (potentially subcommittees)
- Reports from committee members
- CSSA policies (e.g. alcohol, video games)

Posters are yet to be created.

*Chanakya enters [10:51]*

5.6 Game Jam
First day will be Saturday Week 7 - the day after term ends. Budget of $400 approved. Jono will see if we can get a guest speaker from a local game development company.

**ACTION 8.5.6.1: Jono to arrange speaker for opening day**

Last day will be Tuesday 22 April (first day back) with an event in the evening.

5.7 Tech Talk: Grace Chiu
[Martin]
Will probably be on Wednesday 30 April, 3-4pm. Budget of $200 for food was approved.

Abstract + author bio to come.

5.8 Palantir Info Session
Simple event; run and organised by palantir - we are just advertising.
5.9 Cryptoparty
Lead is Daniel Axtens. Will include an intro to cryptography and key signing.

ACTION 8.5.9.1: Book N101, 5-7pm April 1st

5.10 COMP1100/COMP2300 Study Events
Both events will be in Hancock, 2300 Wednesday 26, 1100 Thursday 27.

Needs significant marketing between now and the events due to the very tight timeframes.

5.11 Sit Down and Apply!
[Andrew and Tess]
Facebook attendance is currently a bit low, ESA might also promote the event.

$200 approved for food, unlikely that it will all be spent.

5.12 #EGN007
The EGN group met after the previous committee meeting. Room layout is sorted, equipment list was started but still needs some improvement to avoid mistakes of previous EGNs. Theme is evident from the name.

Todo list was created:
https://docs.google.com/document/d/1S0_AqWnYwdz7wn_JFEi2MAsN8YTS6LRf2UM8ada-X9Y/edit?usp=drive_web

Still need to work out access to egn email account. Lachlan Horne might be able to get us cheap peripherals/small things (controllers etc.) Let him know by the start of April.

6. Projects

6.1 Tutoring for college students
Bruce Fuda is a teacher at gungahlin college. He is keen for us to set up a tutoring connection website where our members can write down what they know and what they do do, so that college students can get in touch with them. It would be focused towards CS tutoring.

Currently unsure of the complexity needed. Could potentially be done as a forum.
7. Catch-up with Alistair/Janette

7.1 Meeting with Janette
Looking at a meeting with Janette in week 7, max of 1 hr, 2-3 people from CSSA attending. Hope to raise various issues, particularly with facilities (unisex toilets were noted) and other issues as appropriate.

8. Common Room

8.1 Non-committee access
A request for applications will be advertised. There are two viable options for choosing people from this list:
- Approval by Committee
- Vote at OGM

We are looking at people starting on Day 1, Term 2. The discussion will be progressed via the mailing list.

8.2 Video game restrictions
Comments were provided on the video game restrictions on N102 over the week 11-14 March. There were both positives (result achieved) and negatives (restricting things like this is not how we want to need to operate). May be discussed further at the upcoming OGM.

9. Other Business

9.1 Mailing list alternative
The committee discussed the amount of mail sent via the mailing list, and if a forum (with periodic emails) could be an alternative. Andrew noted that if the committee were to move to a forum, it would need to be (more or less) all the committee business, in one go, at the same time.

Jan has created a test forum, that will be piloted by the #EGN007 team.
https://maurice100.net:8443/forums/

9.2 Agenda length
Probie mentioned that we get through a small amount of content in our meetings, given their length. More information should be submitted for discussion beforehand so that the issues can be discussed at the meeting, rather than going into background.

9.3 Additional actions arising from discussion
The school may be installing minecraft on all the lab computers. This would support some
learning events that we've had ideas for in the past.

Close
The date for the next meeting of the CSSA Committee was not agreed.
Meeting closed at 12:36.

Ben Creelman
Secretary