

2016-05-10 Minutes - Meeting #13

Date + Time

 10 May 2016 at 16:00

Attendees

- Abbie Wade
- Chris Claoue-Long
- Tesis Zimmer
- James Volis
- Nick Sifriotis
- Faizan Siddiqui
- Unknown User (joelmcleod)
- Tyrus Caldeira
- Amy Blunt

Guests: nil

Apologies: Yaya Lu

Absent: Chris Chow, You Hong

Actions from Previous Meetings

Abbie

- Action: 2016.9.2.1.1 : Abbie : Draft up a complaints handling documentation after seeking -- **meeting ANUSA legal on Tuesday before the meeting**
- Action 2016.10.4.7.9: Abbie : Find spot to store BBQ -- **still waiting to hear back from admin**
- Action 2016.12.3.2.3.1 Abbie Type up and publish the constitution changes after previous OGM --**DONE**
- Action 2016.12.3.2.3.2 Abbie Type up and publish the by-law changes after previous OGM --**DONE**
- Action 2016.12.5.3.1: Abbie : Do a costco run -- **DONE**
- Action 2016.8.5.4.1 : Abbie : Organise meeting with School -- **DONE**
- Action 2016.12.4.1: Abbie : Email Ramesh - percentage penalty for reviewed accademic misconduct cases -- **DONE**
- Action 2016.12.4.2 :Abbie: talk to person and let them know of penalties -- **DONE**
- Action 2016.12.5.4: Abbie: email results -- **DONE**
- Action 2016.8.5.4.6 : Abbie : Create Mental and General Health posters to put up in common room -- **DONE**
- Action 2016.12.3.2.2 : Abbie : Type up report from previous study event and send to Janette -- **DONE, by Chris**
- Action 2016.10.4.7.1 : Abbie : Order and Pay for a shirt for Jan (+new committee members) -- **DONE**

Jan

- Action 2015.5.5.5 : Jan : Spend 2 hours writing up what you do for your role (what you wish you had been told)
- Action 2016.12.5.8.1 : Jan : Send out a Week 9 newsletter -- **DONE**
- Action 2016.11.4.3.1 : Jan : Orgsync Documentation
- Action 2016.9.4.1.1 : Jan : List of old committee members on CSSA Website put in
- Action Jan Upload modified documentation to the website

Amy

Volis

- Action 2015.5.5.5 : Volis : Spend 2 hours writing up what you do for your role social (what you wish you had been told)
- Action 2015.5.5.5 : Volis: Spend 2 hours writing up what you do for your role Treasurer (what you wish you had been told)
- Action 2016.8.3.1.1 : Volis : Clean up the Finance folder

- Action 2016.7.5.7.1 Volis : Complete a draft budget and financial plan detailing all spending plans for CSSA 2016
- Action 2015.5.3.3 : Volis : Create a how to to set up the rooms such as projectors for EGN
- Action 2016.10.4.7.2 : Volis : Organise GAC reimbursement from 2016 events to date
- Action 2016.12.3.3.8.1 : Volis: Book cleaning
- Action 2016.12.3.3.8.5 :Volis: Print A3 posters and distribute around ANU (After Sponsorship)
- Action 2016.12.3.3.8.6 :Volis: Work out timetable for the night
- Action 2016.12.5.5 Volis to do Reimbursements
- Action 2016.12.5.7 :Volis: email CROS to see if anyone is willing to run it

Nick

- Action 2016.8.3.2.1.2: Nick: Organise business cards for yourself. - In Progress
- Action 2016.10.4.7.7 : Nick : Complete the COMP2100/COMP2300 Study Event - DONE
- Action 2016.11.2.1.1: Nick : form subcommittee for industry - Happening
- Action 2016.11.4.1.1 : Nick : Bigger suggestion forms with space for email - Possibly not done
- Action 2016.11.4.9.1: Nick : Update the whiteboard in the foyer with this weeks question -- DONE

Yaya

- Action 2016.12.5.6 :Yaya: Update cleaning roster -- DONE
- Action: Yaya : Talk to David -- DONE

Tyrus

- Action 2016.5.5.5 : Tyrus : Spend 2 hours writing up what you do for your role (what you wish you had been told) -- Work In Progress
- Action 2016.12.3.3.8.2 :Tyrus: Get 250 wristbands -- DONE
- Action 2016.12.3.3.8.3 :Tyrus: Form subcommittee -- NOT DONE
- Action 2016.12.3.3.8.4 :Tyrus: Print A2 Posters and put up around CSIT (After Sponsorship) -- NOT DONE
- Action: Tyrus : Food for 2100/2300 Sudy event Tue 5/6 -- DONE
- Action 2016.12.3.3.7 :Tyrus: Set up Q_pay or eventbrite for ticketing -- DONE

ChrisCL

- Action 2015.5.5.5 : ChrisCL : Spend 2 hours writing up what you do for your role (what you wish you had been told) -- DONE
- Action 2016.7.5.13.1 : ChrisCL : Looking into password storing methods -- DONE
 - <https://docs.google.com/spreadsheets/d/1l-TRFVbpyrccKu1D-PWeKWB0d91S9dA92ZBrpLT8w/edit?usp=sharing>
- Action 2016.10.4.4.1: ChrisCL: Promote the CSSA volunteer page -- DONE
- Action 2016.10.4.7.11 : ChrisCL : Organise server computer for room (cssarobot 2.0 + vm host -- NECTAR VM instance? Talk to Roberts -- talk to Jan about anucssa subdomains + document server stuff)
- Action 2016.12.3.3.1 :ChrisCL: get talks going Accenture Xero IBM -- DONE, by Nick
- Action 2016.12.5.3.2: Chris: Break down of vending machine options -- DONE

Hong

Joel

Faizan

- Action: Faizan : Survey for 2100/2300 Sudy event Tue 5/6 - Got around 40 responses, available on Google Drive.

ChrisChow

- Action 2015.5.5.5 : ChrisChow : Spend 2 hours writing up what you do for your role (what you wish you had been told)
- Action 2016.8.4.1.3 : ChrisChow : Clean up the postgrad folder
- Action 2016.10.3.3.1.1: ChrisChow : update calendar for monthly munchies -- DONE

Group

- Action 2016.8.3.2.1.1: TBA: Help Nick set up the sponsorship register form scripts ON HOLD - not a priority right now
- Action 2016.11.4.3.2 : Abbie + Jan : Reaffiliate -- Email sent to GAC to follow up

Committee Reports

Presidents Report

- Inducted 2 new committee members
 - General consensus that we would let them choose what they wanted to jump in on, so they might ask you for help.
- Attended SRC Meeting
- Sold Fridge
- Brought Vending Machine
- Met with ANUSA Lawyers and GAC

Events

New Event Forms

n/a

Previous Events Debriefs

Date + Time	Event Name	Organizer	Summary
	Bowling	Tyrus	Went well. COM-3 - Upload pictures of Bowling on Facebook DONE
	COMP2100/2300	Tyrus	Got two tutors for each course. 30 or 40 people signed in before the event. Most people wanted to do 2300. Really quiet at the beginning but that seemed to be studying. Pizza went well. Everybody had a good time.
	Dodgeball	Tyrus	Partnering with ESA and Science went well. Got 10 extra balls. BBQ went well. Chris managed to find a lot of volunteers on the day. We had 50 people on the court at once at some point. Shouldn't have to book it for two hours considering that the action was only for one hours.

Upcoming Events

Date + Time	Event Name	Organizer	Summary
	COMP1100	Chris CL	Sheets done. BBQ was just approved on the slack approval chat. COM-4 - Find volunteers for COMP1100 Study event. DONE
24th May	COMP2100/2300	Faizan / Andrew Hall	
	EGN	Tyrus	Officially got Games Capital sponsorship. Barracks said they were going to send something. Guild seemed happy but we are waiting on them and a selection of other companies. We have plenty of consoles, but we do not have any visual equipment (TV's and such). Testing and Tagging is organized though numbers need to be confirmed. James needs to finish cleaning. We need a Tournament Signup Form. COM-5 - Tournament Signup Form for EGN DONE COM-6 - Contact previous Tournament organisers DONE

Lazer Tag	Tyrus	<p>Only 3 people have paid up to now. We are probably hoping for around 30. Need to advertise more (potentially put it on Hancock West, Facebook, talk about it).</p> <p>COM-7 - Put up posters in Hancock for LazerTag DONE</p> <p>COM-8 - Update LazerTag Posters with QPay link. DONE</p>
OGM	Abbie	<p>COM-9 - Write OGM agenda. DONE</p>
Zero Tech Talk	Nick S.	<p>COM-10 - Create Poster for Zero Tech Talk DONE</p>

Projects, Discussions, Updates & Other Business

Suggestion Box

Suggestion Received	Response from Committee
More Ice-Creams	We don't have a freezer anymore.

Vending Machine, Fridge and Costco

- Breakdown of total costs
 - \$900 for vending machine
 - \$75.36 for fuel for the trip
 - \$10 for cold drinks for people who carried the vending machine in
- Did the approved costco run - expected profit of ~\$1100, which gives us a net revenue of ~\$100
- Sold the fridge for \$300 off gumtree
- Chris did random presentation about it by just showing the vending machine

Random Person walking in

CECS is doing something for the World Solar Challenge, driving a car down from Adelaide. We currently have a 4th year team, currently making a preliminary version. There are going to be projects in TechLauncher about strategies.

There is a social event coming up this Friday, at the Ruck(?), where you can meet the people currently involved and get involved.

CS Survey

- https://docs.google.com/forms/d/1RepZpXpAreKPVP_YYx6sxedxHi4BsAk5aI4IPR6lhxk/edit?usp=drive_web#responses
- Still trying to get this survey out to everyone in the school..
- Lots of interesting. Rather pessimistic..
- Will leave it to next meeting to talk about this. Some of this might have to revamp the common room.
- One recurring theme in the survey seems to be about how we communicate about our events. We put up posters and facebook, but people still don't feel like we are reaching them. We should brainstorm ideas about how to reach people.
 - Word of Mouth is one of the strongest methods

Password Storage



We have a lot of different places where passwords are stored.

Three possible solutions.

- KeyPass
 - Supposed to be a personal password store. So it's mostly, if you have the password, you can see all the passwords. Not super useful for online storage, mostly an offline password storage.
- Pass - Standard Unix Password Manager (That might go with GitHub)
 - Uses GPG keys to encrypt everything. Easy to give access to people and remove people.
 - Can be hosted on any git server.
 - Password content is encrypted but the file names are plain text.
 - We can probably integrate this to BitBucket.
- LastPass Enterprise
 - Expensive option.
 - Supposed to just work
 - Not hosted by us (hello NSA)
 - \$25/per user/per year (US\$325 per year for 13 on committee, A\$443)
 - Individual passwords can be trusted to individual devices.
 - Requires an internet connection to get anywhere.
 - This sounds very expensive.

- **COM-1** - Set up Password manager with all passwords

DONE

CS Ball

Joel is going to look into the feasibility of organising this event.

Atlassian Suite

- Can be found on serv1.anucssa.com
- All committee should be able to log on already
- Showed around the suite to illustrate the possibilities
- Better security because it is self hosted
- More integrated because it can replace google drive, slack, asana, git and others in one integrated server
- We have full control over the permissions, so can host private channels for free, and give CROs access to things.

Motion: to change over

Mover: [Abbie Wade](#)

Seconder: [Chris Claoue-Long](#)

Motion Carried Unanimously (Resolution 2016/15)

COM-11 - Switch over to the Atlassian Stack

TO DO

CECS Group Event

We want to have an interdisciplinary Hackathon. ChrisCL is the representative for the CSSA. We are not calling it a Hackathon as we don't want to make it look like a CS nerdy event.

Theme is: Build something that matters for the future (with a twist towards sustainability)

We are looking for sponsors (Nick S?)

One of the big pushes here is diversity.

Miscellaneous Action Items

- **COM-12** - Update Committee poster
DONE
- **COM-13** - Update email access for new committee members
DONE
- **COM-14** - Markup languages tech talk
TO DO
- **COM-15** - Follow up Agile tech talk with Alistair
DONE
- **COM-16** - Follow up Bob and LinuxVMs tech talk
TO DO
- **COM-17** - Workshop on GPG and keysigning
TO DO
- **COM-18** - Accenture tech talk?
DONE
- **COM-19** - DSTO tech talk -- previous contacts there
TO DO
- **COM-20** - IBM tech talk -- previous contacts
DONE
- **COM-21** - Rpi setup for TV in common room
DONE
- **COM-22** - Life members database hasn't been set up
IN PROGRESS
- **COM-23** - Email David about anucssa@anu.edu.au security groups and password access
DONE
- **COM-24** - Talk to David about lab machine & physical / virtual server setup
DONE
- **COM-25** - CECS Hackathon -- potential sponsors & organisation
DONE
- **COM-26** - Vending machine PDF manual
IN PROGRESS

Close

Meeting closed at 17:06.

The next meeting is scheduled for Tuesday 17 May 2016, 16:10.

Amy Blunt

Secretary