

CSSA Committee Meeting

Agenda

2013-10-19 - 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 2.3. Reimbursement docs 2.4. GAC Handover	Chan
3	14:15 - 14:20 (5 mins)	3. Past Events 3.1. Palantir Trivia Night 3.2. Cookie Clicker 3.3. Monthly Munchies 3.4. Research in USA 3.5. Committee Farewell	Caitlin Reyes Jess Jess Ben C
4	14:20 - 14:40 (15 mins)	4. Upcoming Events 4.1. Postgrad Events 4.2. EGN 4.3. IEEEExtreme 4.4. Badminton 4.5. Minecraft social night 4.6. Exam Events 4.7. BBQ 4.8. SELT event	Jess Pat Jono ?? Chan Andrew Reyes
5	14:40 - 14:45 (5 mins)	5. ANUSA C&S Awards	Andrew
6	14:45 - 14:50 (5 mins)	6. Discussion with school	Exec
8	14:50 - 15:05 (15 mins)	7. Common Room 7.1. Costco 7.2. Banner 7.3. New Furniture 7.4. Items for the Common Room Subcommittee	Jan Reyes Martin
9	15:05 - 15:10 (5 mins)	8. AFCS (or equivalent)	Andrew
10	15:10 - 15:20 (10 mins)	9. Other Business 9.1. CSSA Server 9.2. Cabinet Keys 9.3. Rebranding	Chan Jan

		9.4. Shirts 9.5. Proxy voting and postal ballots 9.6. Additional actions arising from discussion	Andrew Chan
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CSSA Committee Meeting

Minutes

2013-10-19 - 14:00 - CSIT N101

Attendance

Present: Andrew Donnellan [President], Probie Offner [Vice President], Chanakya Goli [Treasurer], Ben Creelman [Secretary], Reyes Gonzalez, Martin Henschke, Caitlin Macleod, Jono Franzi [by teleconference]

Late: Jan Zimmer [with apology]

Absent: Ben Martin

Apologies: Jess Tsimeris

In attendance: Nil

Action Summary

Carried over

- 1.2 ACTION: Claim ANUSA sponsorship bonus (Andrew/Chan)
- 1.3 ACTION: Re-send link to handover document (Andrew)
- 1.4 ACTION: Follow up N102 networking issues with CECS IT (Jan)
- ACTION 2.2.1: Andrew and Chan to follow up the grants irregularities.
- ACTION 7.1: Martin to email school administration and ask as to why the school does not have recycling bins inside the building.
- ACTION 9.3.1: Common Room Subcommittee to provide report to committee
- ACTION 10.1.1: Current committee on mailing list to be removed after Farewell event.
- ACTION 10.3.2: Move ownership of Google Drive folder from Nguyen to President (Andrew)
- 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
- ACTION 12.4.2: Reyes to follow up with RSCS about the storage of gas bottles
- ACTION 5.5.1: Jono to book rooms for IEEEExtreme

Actions arising

- ACTION 2.2.1: Caitlin to get payment from Palantir
- ACTION 3.1.1: Caitlin to email Palantir re prizes for winning team
- ACTION 4.1.1: Agenda Item: Lachlan Horne tech talk
- ACTION 6.1: Exec to draft talking points for meeting with Alistair
- ACTION 9.1.1: Caitlin to investigate further sponsorship opportunities

Minutes

Meeting opened at 14:14

1. Minutes of Previous Meeting and Matters Arising

MOTION: That the minutes of the previous meeting be accepted

Moved: Secretary

Seconded: President

Motion carried (Resolution: 2014/04)

1.1. Actions from Previous Meetings

- 1.2 ACTION: Claim ANUSA sponsorship bonus (Andrew/Chan)
 - hasn't happened
- 1.3 ACTION: Re-send link to handover document (Andrew)
 - hasn't happened
- 1.4 ACTION: Follow up N102 networking issues with CECS IT (Jan)
 - ongoing
- ACTION 2.2.1: Andrew and Chan to follow up the grants irregularities.
 - ongoing
- ACTION 5.1: Ben to email all committee members with the brief / debrief form
 - done
- ACTION 5.3.1: Caitlin to email Palantir contacts and remind them that a decision regarding dates needs to be made.
 - done
- ACTION 7.1: Martin to email school administration and ask as to why the school does not have recycling bins inside the building.
 - pending
- ACTION 8.1: Probie to arrange meeting with school administration
 - done (tuesday 22)
- ACTION 9.1.1: Members to provide comment on the draft CSSA banner design
 - happening on the list
- ACTION 9.3.1: Common Room Subcommittee to provide report to committee
 - recently formed so no report
- ACTION 10.1.1: Current committee on mailing list to be removed after Farewell event.
 - pending
- ACTION 10.3.2: Move ownership of Google Drive folder from Nguyen to President (Andrew)
 - not done
- 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
 - not done
- ACTION 12.4.2: Reyes to follow up with RSCS about the storage of gas bottles
 - email sent. waiting on reply
- ACTION 1.1.1: AGENDA ITEM: Badminton
 - added
- ACTION 2.2.1: Andrew to provide database login details to Chan
 - done

- ACTION 2.3.1: Andrew to get the minutes to GAC less than 2 months late
 - DONE
- ACTION 5.1.1: Caitlin to arrange a new date for Palantir Trivia Night
 - done and happened
- ACTION 5.5.1: Jono to book rooms for IEEEExtreme
 - sent, but no reply
- ACTION 12.7.1: Agenda Item: Minecraft social night
 - added

2. Finance

2.1. Treasurer's update

\$6574 in the bank, \$1000 to come from Palantir, \$600 to come from careers fair (2 companies), more expected from GAC. Spending up to \$1900 at costco today.

2.2. ANUSA Grants

In progress. Several events recently will result in additional grants. Claim for sponsorship bonus once Palantir pays.

ACTION 2.2.1: Caitlin to get payment from Palantir

2.3 Reimbursement docs

Chan raised that the reimbursement doc template was not on google drive. Andrew has added it.

2.4 GAC Handover

Minutes of AGM were provided to GAC. They still require ledgers and receipt scans for the whole year. We may ask if we can do this at the end of the year.

Jan enters [14:24]

3. Past Events

3.1. Palantir Trivia Night

Went well. Attendance was 35-40.

ACTION 3.1.1: Caitlin to email Palantir re prizes for winning team

3.2 Cookie Clicker

Around 4-5 people playing, another 10 commentating. BFC was awarded to winner (Caitlin).

3.3. Monthly Munchies

Lower turnout than last time. Spend was low - \$180 out of \$300 budget. Money will carry over and will probably invoice RSCS \$250 for the next time.

3.4. Research in USA

Turnout 22 people, mostly postgrads. Martin noted that we can put educational events targeted at postgrads on the RSCS seminar list.

3.5. Committee Farewell

Went well, about 14 people (out of 17) at Fellows.

4. Upcoming Events

4.1. Postgrad Events

HDERP is organised, same setup as last time. Three people are organised to talk.

Lachlan Horne is keen to do a tech talk - he did one last year on computer vision.

ACTION 4.1.1: Agenda Item: Lachlan Horne tech talk

4.2 Epic Games Night [1435]

A lengthy discussion was held regarding EGN. Pat Paton was not in attendance.

Key points:

- A2 posters need to happen. Social media spam needs to happen
- Final security approval needs to happen, urgently. This includes access controls.
- Consoles are fine, but more controllers are needed for all consoles
- Sponsorship is good. still need to collect some rewards. \$150 from google waiting in Caitlin's paypal
- Dominos need to be contacted to give heads up for pizza
- There have been some issues surrounding halo updates, Ben C will email EGN

Room plan:

N101: 2 kinects and a ps3, same as last time

N102: Pizza distribution, handheld gaming

N108: Boardgames

N109: SC2

N110: NOT USED

N111: Starcraft and Dota

N112: NOT USED

N113: Overflow for people with laptops + quake

N114: Half Teeworld, 2 projectors + quake
N115: 4 projectors w Halo + fixed projector
N116: 2 projectors with Smash, half teeworlds
N117: no longer available

Tournaments:

- LoL - no prelims
- Dota - Rohan will organise
- SC2 - Ben Martin will run this
- Teeworlds - Jarrah
- Cookie Clicker - unlikely
- Halo - possibly
- Wii - Not Iris

The committee suggested that a list of all volunteers and stations be drawn up.

4.3 IEEEExtreme [15:20]

6 teams of 3 people. Two proctors, 12 hour shifts. Preferable if we can find one more.

Room bookings got sent Thursday evening, no reply yet. Will be in 115/116 and 114.

Security clearance won't be an issue. Getting rooms unlocked would be good.

Jono leaves [15:25]

4.4 Badminton

Committee approved badminton. Cost will be up to \$40 a week. Chan will organise.

4.5 Minecraft social night

Probie is keen to run a minecraft social night with a particular focus, as detailed in the event brief on the mailing list. Planned date is Saturday of stuvac [2 November]

4.6 Exam period events

Originally raised on the mailing list. Exam prep sessions - book out some rooms for the entire day, 10am-4pm, scheduled points in the day for various courses. Will probably book N108 and N109.

Communication needs to be wide. Facebook, streams forums, lectures, course forums, potentially lecturers email the course, stalkerspace, posters.

At least one exam prep in stuvac and one in the following week. An equivalent number of non-study events.

Andrew will work on this with Ben Martin.

Budget between 200 and 300 for study days. There will be 2-3 days.

Ben C noted that communication will be critical to success. Caitlin suggested promoting the event through PAL groups. Reyes suggested that this is a good time to start a SELT conversation.

4.7 BBQ

Reyes is keen to run a BBQ in Week 13, either Wednesday or Friday.

Agreed date was 1230 - 1330 Wednesday. COMP2610 is at 1PM.

4.8 SELT event

Ben and Andrew discussed the importance of doing SELT reviews, noting the requirement for RSCS to explain poor performance and that poor performing courses have improved as a result of student feedback.

It was suggested that this line up with the exam period events.

Further discussion will be held over the mailing list.

5. ANUSA C&S Awards

CompCon was shortlisted for event of the year. Andrew, Ben C, Caitlin and Chan will be attending.

6. Discussion with school

Exec is meeting with janette and alistair on tuesday. Talking points to be drafted on the mailing list

ACTION 6.1: Exec to draft talking points for meeting with Alistair

7. Common Room

7.1 Costco

Costco membership card purchased for Jan. Costco run happened today; approximately \$1000 spent.

7.2. Banner

Committee agreed on "bannertopgradient". Text will be changed to white. Committee approved ~\$250 for banner from officeworks, will be printed on cloth.

7.3. New furniture

No discussion (waiting on purchase of banner). Expected discussion at next meeting.

7.4. Items for the Common Room Subcommittee

Martin informed the meeting that the common room subcommittee has been formed, with the following members

- Martin
- Probie
- Nick Mobbs
- Pat Paton

The subcommittee will report at each meeting.

Ben informed the committee that a thermometer has been purchased and noted that it is useful for communicating temperature problems to the school.

8. AFCS (or equivalent)

No discussion. Will remain as a standing agenda item.

9. Other Business

9.1. CSSA Server

The CSSA currently has 3 servers: Robot (i5 quadcore, 4GB), Heart of Gold (C2D, folding), Ichiban delicious (C2D, 2GB, currently in Ben Martin's room). It was suggested that the CSSA purchase a server for the use of CSSA members.

The committee raised concerns with the purchase of a server above \$1000 that would be used primarily for minecraft, and suggested that the purchase would be more justifiable if the server had a broader purpose beyond gaming. The committee expressed in-principle support for the purchase of a server in the range of \$500-\$600.

At the discretion of Probie, the committee approved funding for additional RAM for the Ichiban Delicious server.

Andrew suggested getting a company such as HP to sponsor the CSSA with a server rather than financial support.

ACTION 9.1.1: Caitlin to investigate further sponsorship opportunities

9.2. Cabinet Keys

A copy of the key for the large cash box was provided to exec.

9.3. Rebranding

No discussion. Will remain as a standing agenda item.

9.4. Shirts

Can't be done before EGN so less of a rush. Will happen over break. Chan is no longer handling this.

9.5. Proxy voting and postal ballots

Chan raised issue of proxy voting and that people holding proxies tended to vote identically for all votes.

The committee discussed the possibility of allowing postal ballots and changing the number of proxies a member can hold. Due to the current campaign arrangements with candidate lists finalised close to the meeting and the key campaigning being the election night speeches, the committee agreed to not introduce postal ballots, noting that this may be revisited if the timing of elections and candidates is ever changed.

It was agreed that a maximum of two proxy votes will not be modified, and that given the current size of the CSSA membership, this will not be enough to provide an excessive shift in preference distributions.

9.6. Additional actions arising from discussion

Nil.

Close

The date for the next meeting of the CSSA Committee was not agreed.

Meeting closed at 17:00.

Ben Creelman
Secretary