

GRADUATE STUDENTS' ASSOCIATION

Minutes of a meeting of the Executive Committee of the Graduate Students' Association held on 11 December 2007.

Present:

Rana Tayara, President

Aseel Takshi, Welfare Officer

Jodie Davies, Internal Officer

Tom Flynn, Treasurer

Ashlee Honeyborne, Events Officer

Carylan Lobo, Press and Publicity Officer

Emma Cooper, Will Pyman, Kimon Polychroniadis, Victor Tsitakis

Sporting Activities Officers

Lira Duishebaeva, Facilities Officer

Fred Danquah, National Postgraduate Officer

Eva Fairnell, Part Time Students' Officer

Apologies: Val Milton

Tom attended Teaching Committee – (*ways of extending*)

Pod Casts

It was agreed that these are extremely useful for students with language problems, learning disabilities and physical disabilities. It was however felt that they should be available to all students.

Inter- Library Loans

Rana reported that library and archive staff would be interested to know the GSA position regarding Inter-Library Loans. A suggestion was made that any money left over from departmental library budgets could be put towards postgraduate interlibrary loans. Jodie reported that Psychology have money left over and Rana and Jodie agreed to look further into this. Tom's opinion however was that this is likely to be the exception rather than the rule.

ACTION – RANA AND JODIE

RESPONSIBLE PERSON TRAINING

We need to talk to the Students' Union to arrange for committee members to undergo Responsible Person Training and First Aid Training.

ACTION – EVENTS OFFICERS/ANY OTHERS

Events

Christmas Dinner almost sold out; Christmas Party slower.

Re-frershers' Week Val and Ashley organising a 60's night.

ACTION VAL AND ASHLEY

PART TIME STUDENTS' OFFICER

Eva suggested that a second Part Time Students' Officer be recruited (due to the nature of the post).

ACTION – EVA

IMPLEMENTATION OF FORMS AND PROCEDURES

To ensure claims are processed correctly, preferably on a monthly basis, or if the amount is large, two weekly.

ACTION – TOM, LYNNE, JANINE

T SHIRTS

It was agreed that T Shirts be subsidised - £10 each.

GRADUATE COMMON ROOMS

Jodie and Tom have evaluated the work done to bring the Graduate Common Rooms up to specification.

ACTION – JODIE, TOM AND LIRA.

The meeting then went into closed session.