

MINUTES OF THE AUSA EXECUTIVE MEETING ·

21 JANUARY 2022



Zoom & AUSA House | 14:30 - 16:00

PRESENT: *Alofa So'olefai (President), Steven Wijaya (Treasurer-Secretary), Alan Shaker (EVP), Kelly Misiti (PGO), Piripi Gordon (MSO), Folau Tu'inukuafe (WRO), Theo van de Klundert (QRO), Varsha Ravi (ISO)*

IN ATTENDANCE: *Gareth Jones (General Manager), Careen Jack (Advocacy Manager), Blake Monk (Advocacy and Welfare Coordinator), Aaron Haugh (Commercial Marketing Manager)*

APOLOGIES: *Ishie Sharma (WVP), Anipātene Biddle (MSO), Makayla Muhundan (EnVP)*

MEETING COMMENCED AT 14:41

Please note that for the Executive meeting to meet quorum, Anipātene Biddle (MSO) half-voting power is temporarily transferred to Piripi Gordon (MSO)

1. PRELIMINARY MATTERS

1.1. **Welcome and Karakia**

The Chair welcomed everyone and the *Māori Students' Officer (Piripi Gordon)* opened with a Karakia.

1.2. **Declarations of Interest**

No declarations of interest

1.3. **Approval of Leave**

CHAIR

THAT the Engagement Vice President, Welfare Vice President, Māori Students' Officer (Anipātene Biddle) and Pacific Island Students' Officer, are to be excused from this meeting.

Carried Unanimously

2. APPROVAL OF MINUTES

2.1. *Confirm Executive Minutes*

CHAIR/QRO

THAT the minutes of the AUSA Executive meeting held on Friday, 17 December 2021, to be adopted as a true and accurate record.

Carried Unanimously

2.2. *Confirm SLT Minutes*

CHAIR/QRO

THAT the minutes of the Senior Leadership Team meeting held on Monday, 10 January 2022, be adopted as a true and accurate record.

Carried Unanimously

3. REPORTING SYSTEM

With the Executive Membership Policy 2022 in place, the Chair notes the implementation of a proper reporting system on a fortnightly basis. The Chair and Treasurer-Secretary will work over the Excel sheet template. Such reporting allows a record and keep track of what everyone is doing.

4. STANDING AGENDA: NZUSA UPDATE

The Chair updates the Executive regarding the NZUSA' President's Training starting from Friday, 21 January to 23 January 2022. The Chair notes that due to personal matter(s) and COVID-19 cases, the Chair has sent her apologies to NZUSA and further invites them for an update on certain things.

The Chair notes that she had recently been in contact with the President of AUTSA and Waikato Student Union who are both non-members of NZUSA. The Chair further stresses disappointment with NZUSA's President as he managed to reach out to AUTSA and Waikato Student Union but fails to reach out to AUSA despite numerous communications.

The Chair further notes that there potentially will be another national conference in February and further stands for AUSA to be part of that working group.

5. STANDING AGENDA: ADVISORY BOARD

The floor is open for discussion regarding any communication that needs to be made with the Advisory Board.

5.1. *Executive Training II*

The Chair briefly reminds the Executive of the upcoming Executive Training II.

When: Tuesday, 25 January 2022, from 9:00 to approx 13:00.

Where: OGGB, 260-323

5.2. *Tuakana - Teina*

The Chair briefly updates the Executive regarding the Tuakana-Teina program. The purpose of such a mentorship program is to bridge the gap between the Executive and the Advisory Board. The allocation/pairing between the Advisory Board Member and the Executive member(s) could be re-looked if needed be.

6. STANDING AGENDA: GENERAL MANAGER ADDRESS & STAFF UPDATE

The General Manager briefly touched on general monthly reporting for December 2021 and continues to state general state and affairs.

6.1. *Financial Report*

The General Manager briefed the Executive regarding the Financial Health of the association, stating a YTD Actual profit of approximately \$53,000. Such figures are subject to variation as it is not the audited financials. Such result is deemed good in comparison to the previous year(s).

THE COMMERCIAL MARKETING MANAGER ENTERED THE MEETING AT 14:59

6.2. Events

The Commercial Marketing Manager and General Manager briefed the Executive on the O-Week Presentation, Orientation Festival, Party in The Spark (PITS) and relevant affairs.

THE INTERNATIONAL STUDENT OFFICER ENTERED THE MEETING AT 15:06

In regards to PITS, it has not been announced although such an announcement deadline is set for next week (as well as the deadline for whether AUSA is going through with PITS).

The General Manager notes that PITS is unlikely to occur judging from current covid situations and future speculations. The AUSA would be found liable for an amount of \$100,000 if they did announce such an event which could prove to be heavy in terms of financial ramifications.

THE MĀORI STUDENTS' OFFICER (PIRIPi GORDON) LEFT THE MEETING AT 15:26

In terms of contingency, the Commercial Marketing Manager proposes micro-events taking place throughout the year in compensation for hosting major events.

THE COMMERCIAL MARKETING MANAGER LEFT THE MEETING AT 15:39

THE ADVOCACY AND WELFARE COORDINATOR AND THE ADVOCACY MANAGER ENTERED THE MEETING AT 15:46

6.3. Advocacy Trends & Report

The Advocacy team updates the Executive regarding recent Advocacy Trends and the Advocacy Report specifically on cases around the PhD space.

The Advocacy Manager highlighted that some issues referred to them on hand are not in the scope of advocacy. The General Manager advises proper co-operation and communication before handing over such issues to prevent floodgates of non-advocacy issues.

In regards to AUSA Cares, the Advocacy team further discuss with the Executive regarding the use of gift cards (Countdown, Pak' n Save) as the main alternative in distributing care packages.

THE ADVOCACY AND WELFARE COORDINATOR AND THE ADVOCACY MANAGER LEFT THE MEETING AT 16:00

7. INVESTMENT TRUST

The Chair notes that the Investment Trust has been set up and the AGM will be held hours prior to the Advisory Board meeting. The AGM will be on Wednesday, 2 February 2022 at 17:00. An invite will be sent out to the whole Executive.

8. SHADOWS

The Chair updates the Executive regarding her meeting with Simon Bell in regards to the managerial position at Shadows Bar since Matt/Ali have resigned from Shadows with their last working day being on Friday, 21 January 2022.

The General Manager further notes Simon Bell is a bar/operations manager at Vesbar for AUTSA and used to look after a bar at Kings College back in the UK. The General Manager highly recommends him as he is highly student-centric.

The Chair updates a backup plan for if Simon Bell does not suit the role, Ben from the TKL Board will temporarily step in and manage Shadows Bar until further notice.

The Chair further notes that Simon Bell will be joining Shadows as the bar /operations manager.

9. STAFF WELL-BEING DAY

The Health and Safety Committee proposes that there will be a 1 day off (well-being day) every fortnight. The General Manager further notes that proposed day off cannot be saved up as it defeats the purpose of such a proposal.

With consideration that there will be some times that things will too buzy, it was further noted that a proper rostering system will be in place.

CHAIR/EVP

THAT the Executive approves the recommendation by the Health & Safety Committee to implement a 9 day fortnight for the staff to begin in February 2022.

Carried Unanimously

THE EDUCATION VICE PRESIDENT LEFT THE MEETING AT 16:07

Please note that with the Education Vice President departure, the meeting no longer meets quorum. Therefore, the meeting officially closed at 16:07. Texts written from this point forward is for note-taking purposes.

10. STUDENT FOCUSES

10.1. *Satellite Campuses*

If the government's decide to drop to at least orange level, the Chair further proposes to do a drive to its satellite campuses to further student engagement (e.g., giving out sanitary products, food and etc.). The Chair further enquiries every member to let the Executive know if any of the portfolio spaces/campuses needs any form of support. The Queer Rights Officer drives as strong as it ne, do a drive do sausages and handout, sanitary products. please do mind for portfolio and student campus. theo going to manukau to drop queer staff.

10.2. *Social Media*

The Chair and Engagement had a meeting with the Student Engagement Coordinator in regards to having a more student led, student orientated Social Media. More discussions will be made in the next Executive Meeting.

10.3. *Student Body engagement*

The Chair plans to do a barbeque to be more engaged with the students. This plan is put on hold due to omicron and general safety precautions.

11. OTHER BUSINESS

11.1. *AUSA Calendar*

The Chair reminds the Executive to upload their personal/work schedule up on Google Calendar.

11.2. *Schools Partnership Office*

The Chair briefed the Executive regarding the School's Partnership Office. The School Partnership Office has reached out to the AUSA in enquiring what AUSA does. The School's Partnership Office will visit the AUSA House on Wednesday, 26 January 2022 at 14:00. The Chair further notes that it is best to have all the Executive members present in getting to know more about AUSA.

11.3. Health & Safety

The General Manager further highlights the impact of Omicron and recommends the Executive to work from home especially with the Office's poor airflow.

11.4. Afternoon Tea With Campus Life

When: VC Suite in Old Government House

Where: Thursday, 3 February 2022, 14:00

11.5. International/Post-graduate Visa

The Post-Graduate Officer notes that University is no longer providing visa services. The International Student Officer further questions whether such changes is due to policy change. The Chair, Welfare Vice President, Post-graduate Officer and International Student Officer to have a closed meeting regarding such matter.

12. NEXT MEETING

The next Executive meeting will be held on Friday, 4 February 2022 at the AUSA House/Zoom from 14:00 to 15:30. This will be a fortnightly meeting happening every Friday, 14:00 - 15:30. This arrangement is limited to during Summer School and is subject to changes.

MEETING CLOSED AT 16:15

SIGNED AS A TRUE AND ACCURATE RECORD

A handwritten signature in black ink, appearing to read 'Alofa So'olefai', is written over a horizontal line.

Alofa So'olefai, Chair of the AUSA Executive Team