

MINUTES OF THE AUSA EXECUTIVE MEETING · 29/05/2023



AUSA HOUSE | 2.07PM - 3:44PM

PRESENT: Alan Shaker (President, AUSA), Folau Tu'inukuafe (EnVP, AUSA), Qun Ma (WVP, AUSA), David Tuifua (PISO, AUSA), Mahek Nagar (ISO, AUSA), Kelly Misiti via Zoom (PGO, AUSA), Layba Zubair (WRO, AUSA) and Atakura Hunia (MSO, AUSA), Theo van de Klundert via Zoom (QRO, AUSA), Varsha Ravi (EVP, AUSA), and Kauri Tangohau (MSO, AUSA),

IN ATTENDANCE:

LATE:

APOLOGIES: Amol Kumar (Treasurer-Secretary, AUSA)

MEETING COMMENCED AT 2:07PM.

1. PRELIMINARY MATTERS - 2:05 PM

1.1. *Welcome and Karakia*

The Chair welcomed all and Atakura - MSO opened with a Karakia.

1.2. *Declarations of Interest*

No declarations of interest

1.3. *Approval of Leave*

Amol Kumar (Treasurer-Secretary, AUSA)

CHAIR/TANGOHAU (MSO)

That the TREASURER-SECRETARY be granted leave from this meeting due to personal circumstances.

Carried Unanimously

2. PREVIOUS MINUTES - 2:15 PM

2.1 Chair went over key actions and discussion points from the last meeting.

2.2. Approval of Minutes.

CHAIR/HUNIA (MSO)

THAT the AUSA Exec minutes of the previous AUSA executive meeting held on 15/05/2023 be adopted as a true and accurate record.

Carried Unanimously

3. HR COMMITTEE MINUTES - 2:25PM

3.1 The Chair went over the most recent HR Meeting. The minutes are attached. An opportunity was given to discuss and ask questions.

3.2 The Chair highlighted the following:

- Discussions were had regarding wellbeing days for staff.
- The decision was made that the future GM would focus on developing policies in regards to flexible working days, i.e days allocated to working from home.
- Action to prepare transition documents, in particular for the upcoming GM.
- An annual to-do list is under the works.

3.3 Approval of Minutes.

CHAIR/NAGAR (ISO)

Agreed that the minutes of the previous HR committee meeting be approved

Carried Unanimously

4. STANDING AGENDA ITEM: HEALTH AND SAFETY - 2:30PM

4.1 The Chair discussed the most recent H&S Meeting. The minutes are attached - key highlights stated by the chair are as follows;

- Health and Safety concerns at Shadows Bar were raised and discussed accordingly.
- Maintenance register is up and running. Members are advised to utilise the live incident logging system to report any incidents.
- Concerns were raised in regards to a lack of lighting outside of the AUSA House

4.2 An opportunity was given to the Executive to raise any recent H&S hazards or incidents

- C Space
 - Roof still leaking

CHAIR/MA (WVP)

Agreed that the minutes of the previous H&S committee meeting be approved.

Carried Unanimously

5. STANDING AGENDA ITEM: ADVISORY BOARD - 2:40PM

5.1 The next Advisory Board meeting is scheduled for the 14th of June. This is a “forward-looking” meeting. The Chair gave the opportunity given to the Executive to ask any questions and raise any matters they would like advice on from the Advisory Board.

Potential questions

- **QUN (WVP)**
 - Fundraising queries - how can AUSA go about raising funds for student services, i.e period poverty and hardship grants.

5.2 Upcoming meeting with UEC.

- The agenda must be finalised by Thursday, so please inform the chair of any overarching and future focused questions by Wednesday.

6. STANDING AGENDA ITEM: GENERAL MANAGER'S UPDATE - 2:45PM

6.1 Operational Updates:

- **Advocacy Report:**
 - Standard update, Executive to note that Chat GPT is of significant note right now.
- **Monthly Financial Dashboard Report:**
 - Executive is advised that if they are struggling to understand the Management Report, refer to the PPTX.
- **Events/Marketing Report April:**
 - The Shadows Survey was discussed
 - The Wilkinson Giveaway gained significant traction and engagement through social media.
- **Student Voice Report April**
 - Elections preparation underway.
 - Buddies programme has been running smoothly, the events have been gaining significant engagement.

Discussion

- Emphasis upon the need for coherent policy in regards to the university standpoint when it comes to students using Chat GPT. Emphasising the need for Executive engagement within the conversation for policy drafting.
- Questions regarding the deficit in the budget. Chair said it is likely that we could see the effects of the deficit by the end of the year when a large proportion of our spending occurs. But that this is manageable.
- Discussed the financial sustainability of UBIQ and Shadow's
- Reassured by the Chair that both enterprises are trying their best, and are going through changes to try and return to profitability. The investments made into both are governed by the AUSA Investment Trust.
- Raised note that UBIQ and Shadows Bar may greatly benefit from student feedback.
- Chair reminded all that the operations of these entities are looked after by the management and managers of these companies, not necessarily by the board.
- Chair suggested that the Executive stick to the approved budget, not looking to overspend but also not looking to reduce the quality of our events and initiatives by under-cutting.

CHAIR/TANGOHAU (MSO)

Agreed that the staff reports for April be accepted.

Carried Unanimously

6.3 General Manager Recruitment Update:

- **Documentation given:**
 - Chair informed the Executive that Tribe provided a 200 page document for interview notes, and applicant information.
 - There were 55 applicants in total.
 - 14 were interviewed by Tribe.
- **Timeline for shortlisting:**
 - Shortlist to be finalised by the end of today. (29th of May)
 - Any questions should be directed to either the Chair or Varsha (EVP).
- **Executive comments:**
 - Query raised around the gender diversity of the applicants. Chair informed the Executive that there was great diversity within the pool.
 - Concern raised about internal applicants being subjected to bias (may it be positive or negative). Chair reassured the ISO that all applicants are looked at without bias.

Meeting entered Committee of the Whole

Meeting resumed.

7. ANY OTHER BUSINESS - 3:40 PM

- Reminder for the Executive to put in their Semester Two timetable by the 26th of June.
- Semester reports are due, 7th of July is set as a provisional date.
- **Annual General Meeting:**
 - To be held on the 28th of July, Friday of week 2.
 - SLT has discussed the venue, potentially hosting it in the quad.
 - Potentially offering 10 dollar Shadows Bar vouchers as incentive.
 - Folau (EnVP) emphasising that in order to meet quorum, the Executive has a responsibility to promote the AGM as much as possible.

SIGNED AS A TRUE AND ACCURATE RECORD



Alan Shaker, Chair of the AUSA Executive.

Table of Action Points

Task	Actioned by
Update Calendars with availability.	The Executive
Inform Alan of any potential agenda items by Wednesday, May 31st.	The Executive
Get the C Space roof leak fixed.	Alan - President and Nick.