

MINUTES OF THE AUSA EXECUTIVE MEETING· 12/06/2023



AUSA HOUSE | 2PM - 4PM

PRESENT: *Alan Shaker (President, AUSA), Amol Kumar (Treasurer-Secretary, AUSA), Folau Tu'inukuafe (EnVP, AUSA), Qun Ma (WVP, AUSA), Layba Zubair (WRO, AUSA) and , Theo van de Klundert via Zoom (QRO, AUSA) & Varsha Ravi (EVP, AUSA).*

IN ATTENDANCE:

LATE:

APOLOGIES: *David Tuifua (PISO, AUSA), Atakura Hunia (MSO, AUSA), Kauri Tangohau (MSO, AUSA), Mahek Nagar (ISO, AUSA).*

MEETING COMMENCED AT 2: 05PM.

1. PRELIMINARY MATTERS (TIME & DURATION) -

1.1. **Welcome and Karakia.**

Karakia presented by Amol.

1.2. **Approval of leave.**

David Tuifua (PISO, AUSA), Atakura Hunia (MSO, AUSA), Kauri Tangohau (MSO, AUSA) & Mahek Nagar (ISO, AUSA) have sent their apologies.

CHAIR/MA (WVP)

That the PISO, ISO and MSOs be granted leave from this meeting due to personal circumstances.

Carried Unanimously

1.3. **Declarations of Interest.**

No declarations of interest.

1.4. **Check-Ins.**

2. PREVIOUS MINUTES

2.1. *Matters Arising.*

The chair went over key actions from the last executive meeting minutes held on Monday 29th May 2023.

C-Space Maintenance.

- C Space roof leak has been reported.
- Waiting for an update from the PISO to see if the situation has improved. **(Action - PISO).**

2.2. *Approval of Minutes.*

CHAIR/ZUBAIR (WRO)

THAT the AUSA Exec minutes of the previous AUSA executive meeting held on 29/05/2023 be adopted as a true and accurate record.

Carried Unanimously

3. STANDING AGENDA ITEM: HEALTH AND SAFETY

Updates on Hazards.

- **Exec Office:**
 - Broken table has been removed and replaced.
 - Blinds in the process of being fixed.
 - Window behind the EVP's desk needs maintenance.
- **Meeting Room:**
 - New L-Shaped HDMI Cable attached to tv.
 - Adaptors are on hooks below the TV.
 - Please tidy up the cables after.
 - Do not remove cable plugged into TV
- **Women's Space:**
 - Storage room leaking again
- **Wider AUSA House:**
 - Wall mounts installed in the hallway for AUSA banners as they were a trip hazard.

4. STANDING AGENDA ITEM: ADVISORY BOARD - 2:20

- The AB meeting has been changed to a GM Recruitment Meeting.
 - The final 3 candidates will give a presentation to the Exec and AB followed by questions.
 - Meeting from 5.30pm - 8:30pm.
- Bob's term on AB is expiring.
 - To extend Bob's board appointment in the next meeting. **(Action-Chair/Exec)**

5. STANDING AGENDA ITEM: GM'S UPDATE - 2.25

- **Summary of Reports**
 - **H&S:**
 - The exec has requested more commentary to understand what is going on. The new General Manager will be tasked with remedying this.
 - **Advocacy:**
 - ChatGPT is becoming more and more prominent advocacy cases.
 - **Management report.**
 - We have seen an unexpected profit in last month's P&L due to a late payment made to AUSA.
 - Audit Fees and Recruitment fees to start coming through soon.
 - **Property Trust.**
 - Adjustment from the trust has not been received since it went into action two months ago. Alan and Bob to follow up. **(Action - CHAIR).**
 - **Design report.**
 - Lots of art was created including Craccum cover art as well as Re O'Week posters.
 - AUSA website is also being updated to modernise it.
 - **Events.**
 - Star Wars quiz was successful and the aim is to continue doing events like this in Semester 2.
 - Main focus moving forward is the AUSA elections.
 - There is space for more Exec announcements in the AUSA EDM, please send through information to Aaron.
 - Social media is going well.
 - Aaron is now a director on the TKL board. A lot of synergy is being created.
 - **Student Voice.**
 - End of Semester E-Voice diaries is a major thing currently occurring.
 - Student Voice Manager is also leading on AUSA elections.
 - Buddies is going well.
 - Chair to send buddies report to Exec. **(Chair).**

CHAIR/MA (WVP)

Deem that the staff reports for May 2023 be approved and accepted.

Carried Unanimously

Meeting entered Committee of the Whole.

Meeting resumed.

6. INVESTMENT TRUST AND UBIQ

- The Digital Transformation strategy was approved for UBIQ for its steps moving forward.
- Exec has requested more student consultation within the business to better understand student needs and wants moving forward.

7. REMINDERS - 2.55

- **Calendars**
 - For all calendars to be filled by 26th of June (**ACTION - ALL**)
 - Semester Two meetings need to be booked.
- **AGM**
 - Clash with AGM and NZUSAconference times.
 - AGM might need to be pushed a week back
- **Semester Reports**
 - Due on the 7th of July.
 - Amol to make a calendar reminder. (**Action -TS**)
 - Template of the semester report to be sent out. (**Action -TS**).

8. AOB

- Need to plan:
 - Exec outing
 - Staff and Exec outing
 - SC dinner.
 - Planning to be delegated to the retreat planning committee. (**Action - Retreat planning committee**).
- Gift given to Alan.

9. NEXT MEETING (ENDING TIME)

The next Executive meeting will be held on Monday 26th June 2023, 2.00pm in The AUSA meeting room.

MEETING CLOSED AT 2.57PM.

TASK	OWNER	STATUS
Update President on status of leaking C Space roof.	David (PISO).	Open
Investigate Women's Space storage room for leaks.	Alan (Chair) & Layba (WRO).	Open
Extend Bob's board appointment.	Alan (Chair) & Exec.	Open
Send buddies report to Exec	Alan (Chair).	Open
Send CVs and interview notes to exec of shortlisted GM candidates.	Alan (Chair)	Closed
For calendar invite to be created for Sem 1 Reports	Amol (T-S)	Closed
Sem 1 report templates to be send out	Amol (T-S)	Closed
Update calanders till end of Sem 2.	All Exec	Open

SIGNED AS A TRUE AND ACCURATE RECORD



Alan Shaker, Chair of the AUSA Executive.