

MINUTES OF THE AUSA EXECUTIVE MEETING · 05/02/2024



AUSA HOUSE | 2:30 PM - 4:30 PM

PRESENT: Alan Shaker (President, AUSA), Sarah White (Treasurer-Secretary, AUSA), Jade Butler (EnVP, AUSA), Jennifer Setefano (WVP AUSA), Ben Bonné (PGO, AUSA) via Zoom, Luna le Fay (QRO, AUSA), Yueyang Chen (ISO, AUSA), Andrea Vaai (PISO, AUSA) via Zoom.

IN ATTENDANCE: David Fulton (GM, AUSA), and Mauricio Lozano (Student Voice Manager, AUSA) from 3:05 pm to 3:37 pm.

LATE: Layba Zubair (EVP, AUSA) at 2:50 pm.

APOLOGIES: Anna Sue (WRO, AUSA)

NOT PRESENT: Jimah Ruland-Umata (MSO, AUSA), Te Tuhiwhakaura Wallace-Ihakara (MSO, AUSA).

MEETING OPENED AT 2:35 PM

1. PRELIMINARY MATTERS

1.1. *Welcome and Karakia*

1.2. *Approvals of Leave*

Apologies received from Anna Sue (WRO).

CHAIR/SETEFANO (WVP)

THAT Anna Sue (WRO) be granted leave from this meeting.

Carried unanimously.

1.3. *Declarations of Interest*

1.4. *Check-ins*

- Check-ins done with all those present.

2. MATTERS ARISING & APPROVAL OF MINUTES

2.1. *Matters arising.*

Chair to go over action points from the last meeting.

- ANZ bank signatories have been updated.
- Constitution Working Group has been formed, and first meeting set.
- Let EVP know about the open forum working group.
- AB recruitment.
- A Fresher Roster is being made.

2.2. *Approval of previous minutes.*

CHAIR/SETEFANO (WVP)

THAT the minutes of the AUSA Executive meeting held on Monday, 22nd January, to be adopted as a true and accurate record.

Carried unanimously.

3. APPROVAL OF SLT MINUTES

- The main point of interest was that the SLT delegated authority to the President and General Manager to sign contracts on behalf of AUSA for O-Week artists.

CHAIR/LYRA LE FAY (QRO)

THAT the minutes of the AUSA SLT meeting held on Thursday, 1st February 2024, are received and approved.

Carried unanimously.

4. STANDING AGENDA ITEM: HEALTH & SAFETY

- Front window locks in the Exec office to be assessed.

ACTION: GM to check the locks. .

5. STANDING AGENDA ITEM: ADVISORY BOARD

- Chair gave a brief update on the vision for the Advisory Board.
- Role of AB - strategic plan, constitution, funding negotiations - bigger picture things. Meet every 8-10 weeks.
- 3-4 AB member recruitments over the next month or so.
- Skill set to match with exec members for mentoring (Tuakana-Teina).

- SLT have first AB meeting on Wednesday
- Minutes from AB to come to exec once ready.

6. STANDING AGENDA ITEM: GM UPDATE

Meeting entered Committee of the Whole

EVP arrived at 2:50 pm.

Meeting Resumed.

7. STUDENT VOICE CONFERENCE

Student Voice Manager attended the meeting from 3:05 pm.

- AUSA looking to host a Student Voice conference for universities across NZ and potentially Australia.
- UOA also wants to run a Student Voice conference. However, the objectives are different and would likely not have attendees from other Universities. Uni doesn't want any other associations involved. However, we see this as fundamental to the collaborative feel of the conference.
- Attendees - students and student leaders from associations and clubs nationwide, as well as relevant staff from Uni's.
- Themes of representation, accountability, feedback loops - student voice policy. Student activism. Consider the climate of other universities for what topics to discuss/ not to discuss.

Currently looking to be a one-day event.

- Exec noted that with international guests and speakers, it would be better to make it two days.
- Most Unis go on break around 22-24th June and are back on 8th July for Orientation, we should look to host the conference during this time.
- Aug and Oct may clash with other projects. AUSA elections cycle clash.
- Aiming to have 100-150 people.

Target: majority student leaders Universities.

Purpose: to showcase student voice, networking, how we work with the Uni and to learn from other associations about how we can do this better.

Pitch: space for student leaders to come and provide perspective, opportunity to learn from other Unis and showcase what we are doing.

- Won't be competing with NZUSA.
- Awareness to begin in March / April.

- 10k budget, sponsorships. Catering and speakers are the significant costs.
- Uni could support this? Academic Quality office? NZQA. Chair to talk to UEC, SVM to talk to David Hayward. With sponsorship could make a day 2 event.
- Rego fees, non student, students, staff (ball park \$25).
- Unlikely that we can cover transportation costs.
- Ideally it becomes an annual event.

Topics brainstormed:

- AI influencing the future of assessments.
- Meaningful partnerships.
- Life of a student panel, the student experience.
- Michael Heard could deliver a session - well received in Australia at a student voice conference there.

To do:

- SVM to prepare a timeline for the project.
- Exec to help with speaker selections.
- Need a theme to make sense.

SVM to come next to exec meeting.

SVM left the meeting at 3:37 pm.

ACTION: Exec to start thinking about what to include, and topics of conversation and let SVM know next week.

8. ORIENTATION WEEK

The Events Manager sends his apologies that he could not join us today but passed all the relevant information on to the Chair.

The relevant H&S forms are being sorted for Alfred's concert.

- The concert's purpose is to give students a chance to escape the anxieties of the school year.
- Tuesday 19th - Friday are the fresher's presentations, giving away Alfred's tickets. Running engagements in OGGB quad.
- O-week Monday 26th - Wednesday entertainment on stage, stalls and services for students.
- Pushing for engagement. Love for exec to be involved and connect with students.

Alfreds:

- Wed 5-10 pm fenced off and ticketed.
- Acts still to be confirmed and contracts to be signed, but the Chair gave the Exec a sneak peek of the artists.
- Will have security. Tightly managed.
- Mix up with stages, long hours for pack up. Hoping to have more support from the Uni with the pack-up this year.

5000 bags, should have 5000 new sign-ups!!

Be there, be present. Promote Alfreds to all your connections.

Hopefully, social media announcements soon.

ACTION: T/S to send the draft roster for orientation and fresher times to the Exec.

9. OPERATIONS PLAN

- The Chair summarised each section of the Operations plan and allowed any final feedback.

The purpose of the Operations Plan is to keep us on track throughout the year.

MOTION: *THAT the 2024 Operations Plan be approved by the Executive.*

Carried unanimously.

10. ANY OTHER BUSINESS

- PGO raised the issue of the purple couch in the Exec office becoming a place to store items and makes the Exec office look messy.

ACTION: Those with desks in the Exec office to decide together over the next week whether we keep the couch or not.

- T/S informed the Exec of the retreat activity ideas and that a poll will go in the chat to vote.

ACTION: T/S to finalise retreat schedule.

11. NEXT MEETING

The next meeting will be held in the AUSA House and time will be communicated by the Treasurer-Secretary as soon as possible.

The meeting closed at 4:06 pm

ACTIONS TABLE:

TASK	OWNER	DELEGATED/ OTHER INVOLVED	DEADLINE
Check the locks on the Exec office windows	GM		ASAP
Exec to start thinking about what to include in the SV conference.	Chair, SVM	Exec	Next meeting
Send the draft roster for orientation and fresher times to the Exec.	T/S	Chair	ASAP
Purple couch	SLT, PGO, ISO		
Retreat Schedule	T/S		ASAP

SIGNED AS A TRUE AND ACCURATE RECORD



Alan Shaker, Chair of the AUSA Executive.