



UCSA Executive Minutes

Title	Minutes of the 22nd UCSA Executive Meeting of 2007
Ref	UEMM_22_07
Date, Time	Thursday 08 November, 2007, 5.30pm
Present	Claire Piper (Vice President) – Chair Sophie Bundy (Finance Officer) Libby Bevin (Projects Coordinator) James Harper (Equity and International) Hannah Hope (Welfare) Winston Howison (General) Amadeus Rainbow (Clubs and Societies) Andrew Riches (Education External) Nick Robb (Events) David Stevens (Education internal)
Attending	Kate Farrell (Minutes), Di Lancaster (UCSA CDO)
Apologies	Charlie Anderson (Communications) Belinda Bundy (President)
Agenda Items and Order of Business	USNZ Levy Rise Discussion Minutes from 30 October 2007 President's Report SJS AGM Te Akatoki General Business

The meeting opens at 5.31pm

Claire welcomed everyone to the meeting

Claire welcomes everyone to the meeting explaining that there are some very important issues to be discussed and that she and Sophie have been thrown in the deep end so everyone needs to ask questions where they don't understand so that everything can be decided thoroughly.

In terms of confidentiality, Claire notes that things may be discussed in open meeting but such information can only be used for the purposes it was intended as when things have been repeated out of context they have had damaging consequences.

USNZ Levy Rises:

Di has come to talk about levy rises so the Executive will hear her presentation and then discuss.

Di explains that what she wants to talk about is really an extension of what was emailed earlier to the Exec.

She speaks to her position on the national committee, which has given her adequate experience to justify her observations.

Di believes they are spreading resources in such a way that could be improved; they need to get more organised. For example, the Uni Games are in April and she will not be receiving any promotional material until February. USNZ has high expectations with time frames.

Another example of their unorganised practice is that they left their receptionist to run snow games and everyone else was at World Uni Games.

Thus, Di does not believe that a levy increase for more staff is justified with what is being provided at the moment.

After going through what USNZ offer Di concludes that they are trying to piggy back on other events organised nationally which is not directly beneficial to students.

Therefore, she would like justification for staffing and how it will take place at a national level especially with consideration of the mission statement for which she does not think the high performance manager fits (not everybody can take part in sports events).

Club development on campus for Di's role cannot be done to a high standard if she is working on events for USNZ.

She thinks that we need justification; cost breakdown, need to know we are getting something for the UCSA's money – USNZ made \$83,000 at the last uni games which has not showed substantial benefits.

66 percent of annual income is spent on staff incomes and it should only be around 45 percent.

The bottom line is that it will cost another \$9,000 plus to be a member and if they do decided to stay Di reiterates that USNZ needs to supply evidence for justifying the expense as they don't offer a lot for the money we give and we can still take part in events.

Winnie enters 5.47pm

The Exec asks if there is anything we can do improve the operation.

Di notes that it is up to UCSA Exec to bring issues as they do not really listen to the CDO's.

James asks that with her concerns does Di think that the position of Event Assistant would give any improvement within the organisation by removing administrative burden.

Although she thinks this is a possibility, Di believes there is an inefficient culture which needs significant change.

It is clarified that any change in terms of an alternative levy will have to go back to another meeting.

There is thanks to Di for coming to speak with the Executive.

Thanks to Di for coming

Di leaves 5.58pm

Claire thanks everyone for coming as she knows they are all busy with exams.

Minutes from the 25th October 2007

After changes are made to the minutes,

168/2007 **Moved CHAIR**
THAT the Minutes from the Meeting 25th October 2007 be
accepted as true and accurate record
Carried U

Action Points:

Pipes has started to draft a code of conduct

President's Report:

Claire will answer any questions she can.
Mathew Maguire has been appointed the new Publications Editor.

Dave asks if Erin Martin has been involved enough with the IP process to be on the committee and Claire notes that she is confident she knows what's going on as she has been strongly involved in the process.

Dave speaks to the ten-year plan, which includes a Muslim prayer room, and an Ilam Road crossing which he thinks could be something the UCSA could get behind. Staff and students concerned and everyone is in favour; Claire will endeavour to find out the committee.

It is noted that the Executive appreciates Andrew's inclusive management style with emails etc.

USNZ:

The papers were only sent to Belinda today so they now have to have a special meeting to determine the outcome. Belinda sent off an email voicing displeasure, they are incomplete as half the papers, the main issues are:

- a. levy increases
- b. voting on representation – the board members

The Executive set a date for 9 o'clock Monday morning to pass motions

Board Representation:

Claire speaks to the nomination that Warren sent an email for, but some Exec members were unhappy with the process and it would have been good for him to come see us. He got Renee to nominate him, so the Exec need to decide if they want to vote for him.

They would really appreciate him coming to speak as he has been to other campuses. However the issue is whether there is any reason not to vote as a board member. Dave supports him as he is intelligent and gets things done. Claire also notes that he is passionate about sport.

It is agreed that there is no reason not to vote for Hamish or Warren as the only nominees in their categories.

Chris Bishop seems a prime candidate also as he is active, law, NZ student debating Also Jenifer Cuthbertson is an option.

Kate leaves 6.23pm
Kate returns 6.26pm

Fee Rises

Claire speaks to this explaining that the levies are set yearly and are not inflationary as they ask for what they need on an annual basis.

The major concern is the confidence of the Exec in USNZ

The general points that arose from this consideration are:

- Riches is not convinced as they may be stretching themselves thin again and thinks they should ask if the rise will be used for the one extra person,
- Dave notes it is a shame that this is all they have given us, and that no board members who have come to see us all year
- The Executive would like assurance that the primary motive is one new staff member and not an incubator for high performance

Student Job Search:

Claire notes that they have to make decisions on everything that is on the agenda

Constitutional Amendments have general agreement

167/2007 **Moved CHAIR**
THAT the UCSA Executive approves the constitutional amendments to the Student Job Search constitution
Carried U

AGM Rules and Amendments:

168/2007 **Moved CHAIR**
THAT the UCSA Executive approves the changes to the SJS AGM rules and amendments
Carried U

Alan has looked at the annual report – generally dubious odd accounting practices, BDO Spicers has signed it off though, which averts any liabilities. However, Claire draws attention to some political issues

1. the balance sheet shows 45k in outstanding interim levies by other associations – who are they and why are they not paying
2. no annual projections for 2008
3. 58% of outgoing is wages and salaries which is massive for a company that claims to be online

169/2007 **Moved CHAIR**
THAT the UCSA Executive accepts and approve the Student Job Search Annual Report
Carried U

Levies:

There are two levies payment options, one is pay on placements, which is the status quo, and the other is payment on the amount our students have earned.

Amadeus phone rings – owes a jug

Generally the Exec feels they should stick to the status quo due to arbitrary elements on income earned.

- 170/2007** **Moved S BUNDY/HARPER**
THAT the UCSA Executive advocate that the status quo model on account of perceived frailties in the other model
Carried U

Chair of SJS

Paul Falloon

Is co pres of NZUSA next year – only nominee if this is the best can come up with is not that impressive however there is nothing horribly wrong so there is no reason to turn him down.

- 171/2007** **Moved CHAIR**
THAT the UCSA Executive endorses Paul Falloon as Chair of SJS for 2008
Carried
Dissentions: A Rainbow – no letter of reasoning

Upon discovering Paul's letter Amadeus withdraws his dissention.

Maori Nomination

Generally thinking Louise –

- 172/2007** **Moved STEVENS/BEVIN**
THAT the UCSA Executive endorses Louise Heremia for Maori representative on the SJS Council for 2008
Carried U

General Member Nomination

Josh, Steve and Michael are up for two positions; Belinda endorses Steve as he is good and capable.

- 173/2007** **Moved CHAIR**
THAT the executive endorse Josh Clark and Steve Sutton as General Members of SJS Council
Carried U

Te Akatoki:

- 174/2007** **Moved CHAIR**
THAT the Executive moves into strict for reasons of all sorts of sensitivity
Carried U

The Executive moves into strict at 7.01pm

Libby leaves 7.39pm

- 175/2007** **Moved CHAIR**
THAT the Executive moves out of strict
Carried U

The Executive moves out of strict at 7.39pm

General Business:

Sophie is currently budget setting and is using similar amounts to this year as it has been adequate with what we have been operating within; she is however allowing \$12,000 for travel increase as there is much more for next year for Goldy especially.

Faz asks that any confidential material that the Exec are wanting to throw out should be done so in the document destruction bin in Belinda's office so that it is not lying around for snoops.

Hannah informs the exec that they have to file a tax return or they will get charged a penalty fee of \$50.

UCSA Xmas function has been moved to 27 Nov 2007 and Claire asks that those who can be there would be good.

The Exec dinner is probably not going to happen as time has lapsed.

Claire asks those that are leaving to please give their keys in. Dave lost his about four or five months ago.

Claire gives a big thanks to Dave, Hannah and Libby for all their work this year and wishes them the best of luck and a great summer.

The officers are around until the 31st of December so come visit if anyone is around.

The meeting closes at 7.45pm

**Declared true and accurate by
Chair**

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Date

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Witness

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