

## UCSA Executive Meeting

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Date	Monday 25 July 2016
Time	5:00-7:00pm
Venue	UCSA board room, Puaka-James Hight building
Apologies	Dave Hawkey (Chief Executive). early departure from Mikaela Rüegg (Vice President) at 6pm
Present	James Addington (President & Chair), Mikaela Rüegg (Vice President), Jacob Bignell (Finance), Stefanie Yee (Science), Chris Lamb (Arts), Cheyenne Conroy-Mosdell (Sports), Tom Tappin (Law), Mike Brophy (Engineering), Espoir Ibouanga (Education), Johnny Duncan (Postgraduate), Emily Barker (Student Wellbeing), Chanuka De Silva (Commerce)
In attendance	Bridget O'Connor-Norton (Minute secretary)
In committee time was taken from 6:00-6:08pm.	

### 1. Minutes

**065/2016**

**MOVED FROM THE CHAIR**

**That the minutes from the Executive meeting held on 19 July are confirmed as a true and accurate**

**CARRIED**

### 2. Conflicts of Interest

No new conflicts of interest were noted.

### 3. Matters arising

No	Description/ Required Action	By Whom	Completion Date	Outcome
1.	Provide update on SOS charger proposal at the next meeting	Commerce Officer	16 May	JOAB have set aside \$50,000 for enhancement projects on campus and this proposal is part of this project, which also includes the Arts competition and upgrade of the living room space <i>Action: Circulate JOAB enhancement projects once confirmed (James)</i>
2.	Follow up on student space in the Library and impact on the number of Arts books	Arts Officer	16 May	Completed
3.	Research a new location for composter with F&B Manager and express the Executive's desire for new processes to be implemented so food can be sorted in The Shilling Club.	Post Graduate Officer	June	To be discussed in Executive report
4.	Investigate feasibility and costings of the eco mug initiative and provide an update at the next Executive meeting	Post Graduate Officer	16 May	To be discussed in Executive report
5.	Organise an Executive workshop in term 3 on the fossil fuel debate	Post Graduate Officer and President	July	Completed to be organised for term 4
6.	Email the Vice President with offers of assistance with comms around Half AGM	All Executive members	July	Completed
7.	Continue to provide an update on the progress of the contents and chattels insurance claim	Chief Executive	July 2015	The President informed the Executive that work still continues on the claim

#### 4. Executive reports

The President informed the Executive that year to date a number of initiatives that were set at the beginning of the year have been achieved including improvements to communications with students, the Foundry patronage, increased student engagement at the VC forums as well.

All Executive reports were taken as read.

##### Law and Foundry

The Foundry reps are a work in progress and The Law Officer will meet with Foundry Manager this week to discuss the Foundry bus proposal. He has also a Bachelor of Criminal Justice Board of Studies meeting and is keen to start a Criminal Justice Society Faculty Club.

*Action: Let the Law Officer know of any potential members for new Criminal Justice Society Faculty Club (All Executive)*

*Action: Provide update at the next meeting re: Foundry bus proposal (Law Officer)*

Thank you to the Foundry Manager and Food and Beverage Manager with the success of Winterlude at the Foundry.

##### Engineering and Food and Beverage

An email has gone out to all students regarding the Engineering kitchen facilities at Dovedale campus.

##### Science and Small Clubs

A new dedicated clubs co ordinator will start in the coming weeks with the departure of Katie Tomsett.

##### Arts and Events

Re-O week was a success.

*Action: Provide an update on Orientation planning for 2017 at the next meeting (Arts Officer)*

It was recommended that the Executive who attend faculty meetings meet with and provide support to the new student representatives.

##### Post Graduate and Sustainability

The Post Graduate Officer is waiting on feedback and information from the Food and Beverage Manager regarding a number of outstanding action points i.e. composter and the use of green bins in The Shilling Club.

The Eco Club have expressed its disapproval of the removal of the solar panels from the design of new University of Canterbury Students' Association building due to budget cuts. The Chief Executive has already explained the budget costs to the club and the future energy options that will be implemented in the near future when feasible.

*Action: Document and circulate the Eco Club's dissatisfaction with the removal of solar panels from the design of the new UCSA building project (Post Graduate Officer)*

Post graduate scholarship funding is being cut each year by UC and it is quite substantially noticeable in comparison with other NZ universities.

*Action: Organise for Bryce Williamson and PGSA President to lead a discussion on the post graduate scholarship funding cuts at an Executive meeting (Post Graduate Officer)*

### Commerce and Communications

Concern was raised as survey results from Orientation 2016 were not taken on board by the Events team. Greater consultation with the Executive is required before the Events team finalise the programme. Student feedback was that 3 weeks was too long, with one week being preferable, preferably with more alcohol free events which will all help to create a sense of belonging and student success. Clubs day is the best day to make students feel like they belong on campus.

Two large events like Toga and Summer Stein could be continued. The Executive hoped that there would be greater input from the 2016 Executive for 2017 Orientation.

*Action: Ask the Returning Officer to let candidates know that they will have limited input to the 2017 Orientation events calendar (Minute secretary)*

### Student Wellbeing and Advocacy and Welfare

The Student Well-being Officer asked the Executive to let other students know about the Women's only gym hours at Rec Centre.

*Action: Let SWAG know about the women's only gym hours (Student Wellbeing Officer)*

Thanks to Ee-Li and the Advocacy and Welfare team for the success of Winter Wellness day that was held in the Undercroft.

*Action: Contact the Adult Students' Association President re: ASA student space (President)*

Sexuality week is being organised by Glenn Dickie and a subcommittee from SWAG for term 4.

### Mental Health issues

Mental health issues appear to be a common issue with a number of students on campus. The President suggested that the Executive could host a workshop with the Advocacy and Welfare team, UC Health Centre and other areas to look at what can be done to assist.

The UCSA Advocacy and Welfare team and Executive are working with the Halls of Residences re: student consumption of alcohol and pin pointing key events of the academic calendar that may cause extra stress for students e.g. study leave, exams

The Student Wellbeing Officer is working with leaders of the All Right? campaign to create a general wellbeing campaign to screen on UCTV and create a presence on campus.

*Action: Provide an update on the All Right? campaign on campus (Student Wellbeing Officer)*

### Education and Clubs – Special Clubs

Edsoc club (Education Student Society) has been established.

### Sports and Canta

The President hopes to start further discussions with the School of Journalism to help drive greater student input into Canta.

The Sports Officer is working on the possibility of an Interfaculty Sports Tournament.

The President informed the Executive that options are being investigated to increase and improve sports grants applications and a potential subcommittee through JOAB. All other clubs sports grants would still go through the Executive.

## **5. Health and Safety**

Taken as read.

## **6. President's verbal report**

The college and faculties merger has been completed. It is not known what impact this will have on students.

The President passed on his congratulations to all UCSA staff involved in the success of Winterlude. All events were sold out and there were 120,000 live streams of the boxing event on Saturday night.

### Half AGM and Constitution

The Half AGM held on Wednesday 20th July in the Undercroft 101 was a success with the new draft Constitution being accepted by the student body, with a quorum of 122 students. Thank you to all Executive members for their help and support at the Half AGM.

The Executive were asked to encourage students to run for the 2017 Executive especially for the newly appointed Student Wellbeing representative.

### Assault on campus

After the assault on campus last weekend, the Executive were reminded to encourage students to look after their friends, ensure no one walks home alone and report any suspicious activities to UC Security. Information to remind students to take care will be put on UCTV.

### Ilam ELC

The Ilam Early Learning Centre is closed on Friday and Monday to enable them to move to the new site at Dovedale campus. The centre will open for business as usual on Tuesday 2nd August.

A Memorandum of Understanding between UC and UCSA regarding the Ilam ELC has been prepared by the Vice Chancellor. UC CFO, the Chief Executive and an Advisory Board member with financial expertise will meet to discuss the MOU before it is finalised.

## **7. UCSA Building**

The "student-ifying" workshop on the new UCSA building was a success and all feedback is being taken on board by Architectus.

The UC Open Day was a success with over 4,700 in attendance. The President thanked those Executive who helped out on the UCSA stall.

## **8. General Business**

### Executive Alumni Fundraising Event

Work continues on organising the Executive alumni fundraising weekend, to be held on 5th and 6th August, which the Executive will host. The reunion is an opportunity to reconnect with Executive alumni and become a part of the journey to help us raise \$5 million towards the cost of the new UCSA building. The UCSA will host drinks on the Friday night in The Shilling Club, campus and city tours on Saturday and there is a formal dinner on the Saturday night with guest speakers Sam Johnston (SVA), David Caygill (Chair of the Fundraising Committee and 1971 President), an auction with entertainment to follow.

Executive Projects

The President suggested that as there are funds in the Executive special projects, the Executive could work in teams to present projects to the whole Executive to finalise projects around campus.

*Action: Organise three Executive groups to present special projects to the Executive at the next meeting (President)*

UC Global Society

UC Global Society has approached an Executive member regarding advice on their board size and administrative duties required.



*Action: Provide advice to UC Global Society re their Executive (Education and Engineering Officer)*

**The meeting closed at 6:35pm.**

**Declared true and accurate by Chair**

**Witness**

**Date**

  
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8 Aug 2016  
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## Action Points

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1.	Circulate JOAB enhancement projects once confirmed	President	July
2.	Research a new location for composter with F&B Manager and express the Executive's desire for new processes to be implemented so food can be sorted in The Shilling Club.	Post Graduate Officer	June
3.	Investigate feasibility and costings of the eco mug initiative and provide an update at the next Executive meeting	Post Graduate Officer	16 May
4.	Continue to provide an update on the progress of the contents and chattels insurance claim	Chief Executive	July 2015
5.	Let the Law Officer know of any potential members for new Criminal Justice Society Faculty Club	All Executive members	July
6.	Provide update at the next meeting re: Foundry bus proposal	Law Officer	July
7.	Provide an update on Orientation planning for 2017 at the next meeting	Arts Officer	July
8.	Document and circulate the Eco Club's dissatisfaction with the removal of solar panels from the design of the new UCSA building project	Post Graduate Officer	July
9.	Organise for Bryce Williamson and PGSA President to lead a discussion on the post graduate scholarship funding cuts at an Executive meeting	Post Graduate Officer	July
10.	Ask the Returning Officer to let candidates know that they will have limited input to the 2017 Orientation events calendar	Minute secretary	July
11.	Let SWAG know about the women's only gym hours at the Rec Centre	Student Wellbeing Officer	July
12.	Contact the Adult Students' Association President re: ASA student space	President	July
13.	Provide an update on the All Right? campaign on campus	Student Wellbeing Officer	July
14.	Provide advice to UC Global Society re their Executive	Education and Engineering Officer	July
15.	Organise three Executive groups to present special projects to the Executive at the next meeting	President	July