

UCSA Half Annual General Meeting 2015 Unconfirmed Notes

Date: Wednesday 22 July 2015
 Time: 12.30pm
 Venue: The Foundry, Events Centre
 Present: 118 people – rolling quorum throughout meeting.

The President welcomed the student body to the Half Annual General Meeting.

1 Minutes of the 2014 Half AGM

MOVED

That the minutes of the 2014 Half AGM are a true and accurate record

Daniel Chan/Luke Gillespie

CARRIED

2 The half annual report of the 2015 UCSA President

Sarah Platt 2015 incumbent UCSA President, read to her half annual report. The report will be made available after the meeting.

1. Introduction

2. Representation & Governance

The Executive

- 2.1. *The 2015 UCSA Executive is comprised of twelve (12) elected students, nine (9) of whom are general Executive members.*
- 2.2. *These general members hold both an external and an internal portfolio.*
- 2.3. *The external portfolios are, where required, faculty based and the internal portfolios are relevant to services or the role of the UCSA. The Vice President and Finance Officer also hold internal portfolios and act alongside the corresponding staff as team leads for these portfolios*
- 2.4. *In 2015 a new external portfolio was introduced. This was the Student Wellbeing portfolio. Following certain events in 2014 it was clear that the UCSA needed a student wellbeing focused portfolio. One that could champion the Student Wellbeing Advisory Group that was also introduced this year and one that could focus on ensure the UCSA*

and the Exec continued to have success and belonging at the forefront of its decisions.

2.5. The external and internal portfolios undertaken by the 2015 Executive are as follows

2.6.

Name	Position	Internal Portfolio
<i>Sarah Platt</i>	<i>President</i>	
<i>Luke Gillespie</i>	<i>Vice President</i>	<i>Advocacy & Welfare Development, Innovation & CapEx (D.I.C.E.)</i>
<i>Cameron Bignell</i>	<i>Finance Officer</i>	<i>Clubs & Events Development, Innovation & CapEx (D.I.C.E.) Media & Coms</i>

Name	External Portfolio	Internal Portfolio
<i>Michael McRae</i>	<i>Business & Law</i>	<i>Clubs & Events</i>
<i>Stew Whitehead</i>	<i>Commerce</i>	<i>Development, Innovation & CapEx (D.I.C.E.)</i>
<i>Emily Barker</i>	<i>Education</i>	<i>Media & Communication</i>
<i>Henry Boon</i>	<i>Science</i>	<i>Development, Innovation & CapEx (D.I.C.E.)</i>
<i>Samantha Hampson</i>	<i>Arts</i>	<i>Development, Innovation & CapEx (D.I.C.E.)</i>
<i>Finlay Meldrum</i>	<i>Engineering</i>	<i>Clubs & Events</i>
<i>Olivia Morgan</i>	<i>Student Wellbeing</i>	<i>Clubs & Events</i>
<i>Daniel Chan</i>	<i>Sport</i>	<i>Media & Communication</i>
<i>James Addington</i>	<i>Post Graduate</i>	<i>Media & Communication</i>

2.7. The Executive meet formally at least three times per term, as well as holding workshops where required on specific issues that need attention. External and internal portfolios also have regular meetings with external dependent on the University calendar (some once a month, some twice, others more regularly) and internal dependent on necessity.

2.8. The UCSA Executive represent students on over thirty (30) committees, faculty and representative meetings at the University level, including:

- The above external portfolios
- All Discipline and Academic Progress Committees
- Central Equity and Diversity Advisory Committee
- JOAB – Joint Operations Advisory Board
- Academic Board
 - Learning and Teaching Committee
 - UC Futures Project Control Board
- University Council
- University Council subcommittees;
 - Finance, Planning and Resources Committee
 - Audit and Risk Committee - Honorary Doctorates Committee
 - Academic Board and Council Appeals

The Advisory Board

- 2.9. *The Advisory Board is appointed by the UCSA Executive and as the name suggests are exactly that; a board that advises. They give the UCSA Executive advice and make recommendations as to the UCSA's activities.*
- 2.10. *The Board is comprised of up to six (6) external professionals, the President, Vice President and Finance Officer.*
- 2.11. *The Board meet once a month and meetings are chaired by the President. The Chief Executive sits in attendance and UCSA General Executive members are encouraged to do the same.*
- 2.12. *As it stands currently, the Advisory Board (external) members are:*

Name	Year Appointed
<i>Nigel Watson</i>	<i>2006</i>
<i>Joanne Milne</i>	<i>2010</i>
<i>Jeremy Blake</i>	<i>2012</i>
<i>Paul Munro</i>	<i>2013</i>

- 2.13. *The Advisory Board is an incredibly valuable resource for the Executive and one that we will continue to actively engage with and seek advice from.*

University Council

- 2.14. *Following the adoption of the Education Amendment Bill (No. 2) the University of Canterbury Council convened a working party to review the Council Constitution proposed by the University Council in 2013*
- 2.15. *The new constitution largely unchanged from the 2013 constitution, was adopted unanimously by the University Council at its meeting on 25 March 2015 and forwarded to the Education Minister with a request that it be approved by Gazette notice. This has since happened and the new 12 member Council includes an elected student and two elected staff members, one academic and one general.*
- 2.16. *The elected student must be elected by all students and the University Council has delegated the authority of conducting this election to the UCSA through the UCSA Executive election. i.e. the President will also hold the position of the UC Council student rep.*
- 2.17. *As always we are continuing with work together with the University Council to ensure student representation is always retained at Council level.*

2015 Key Updates

Canta changes

- 2.18. *At the end of 2014 it was decided to reduce Canta editions from a weekly to fortnightly basis based on a financial decision and results from student surveys that 3,000 students responded to which rated Canta as the lowest rated service that the UCSA provides. The saving in expenses has enabled the Association to put these*

resources into other services. In light of the recent articles published in *Canta* that caused offence to some sectors of the student body, the UCSA is working on updating the editorial policy to prevent further offence or harm. Student consultation will be sought on this policy.

Student Wellbeing Advisory Group (SWAG)

2.19. This advisory group was formed from the outcomes of 2014 and the committee has been selected and the first meeting recently took place. This group of students are from a wide variety of students from first years to PhD students and represent a wide culture cross section of the student body. The group will provide advice and feedback to the Executive on matters that relate to the student body.

3. Services

The UCSA Services have been split across three key areas

- Advocacy and Welfare
- Clubs and Events
- Media and Communication

Advocacy & Welfare

Advocacy & Welfare	Half Yearly / 2015			Half Yearly / 2014	
	Actual	Target	Var	Actual	Var (YTD)
Student Volunteers	321	325	11%	783	115%
Foodbank Granted	81	69	17%	59	-41%
Hardship Grant	35	24	46%		
Subsidised Dental	868	825	5%	747	25%
Mickle Fund	46	11	318%		
Advocacy	121	73	66%	55	-35%
Class Reps	355			395	4%
Total	1617			2088	28%
Total (excl class reps)	1255	1112	13%	1693	35%

Clubs & Events

Key Media & Event Stats; 1st January – 30th June 2015

Event	Number of participants
Orientation	41,881
Graduation Ball	950
ANZAC Day service	150
Diversity Week (Movie, Art Gallery & Market)	1,300
Rowing University Games	75
Exam Breakfasts	2,132
Summer Sessions	5,200
Total	51,688

Total # affiliated clubs as of 30th June	124
Club events held	*170+
<i>*only includes events known to the UCSA</i>	

Club Grants – General

Club / Society	Project Brief	Awarded
U Can Speak Toastmasters	New members packs	\$ 275.00
UC Pols	Club Signage	\$ 363.50
CMSA	Transport and Admin fee for Bursatu Games athletes. Sports Equipment for training.	\$ 2,749.00
UC Navs	Funding for new members to attend camp	\$ 240.00
UCLing	Prizes for Amazing Race	\$ 40.00
UCanDance	Facilities hire for 2015	\$ 1,680.00
UC German	Club banner for promotional purposes	\$ 110.00
Huge!	Petrol Vouchers to taxi people to events	\$ 1,340.00
Global China Connection	Website redevelopment, tutor payment, club flags	\$ 738.50
Accounting Society	Pull up banner	\$ 350.00
UCFemsoc	printing of zines and posters	\$ 140.00
Global China Connection	Purchase of glasses for speaker events and posters printed	\$ 173.36
		Total: \$8,199.36 (11.7% budget)

Club Grants – Sports

Club / Society/Individual	Project Brief	Awarded
UC Hockey	2015 pre-season turf hire	\$,540.00
Mitch Graham (Canoe Polo)	Oceania canoe polo champs	\$ 700.00
UC Football	2015 contribution to coach Fees	\$3,200.00
UCheer	2015 training venue hire	\$,250.00
Lydia Nuttall (Canoe Polo)	Oceania canoe polo champs	\$ 700.00
Joseph Donald Scott (Canoe Polo)	Oceania canoe polo champs	\$ 700.00
James Lawrence (Ice Hockey)	Ice Hockey World Champs	\$ 700.00
Michelle Yik Si Too (Ultimate Frisbee)	U23 Womans Ultimate Frisbee Championship	\$ 700.00
Keith Algar (Ultimate Frisbee)	U23 Mens Ultimate Frisbee Championship	\$ 700
Bradley Mathas (Athletics)	World University Games in South Korea	\$ 700.00
UC Rowing Club	Transport for interclub Rowing Comp	\$ 297.00
Chris Carr (Ultimate Frisbee)	U23 Mens Ultimate Frisbee Championship	\$ 700.00
UC Climbing Club	Three climbing ropes & rope bags	\$ 887.68
UC Rowing Club	Plant/facilities hire for interclub rowing comp	\$ 700.00
Ultimate Club	Registration fees for three teams to compete in indoor Frisbee league	\$ 900.00
		TOTAL: \$17,374.68 (49.6% of budget)

Social Media

Facebook Likes		
	UCSA	The Foundry
1 st January	15,835	7,365
30 th June 15	17,494	8,347
	+1,659	+982
UCSACHat: Snapchat Friends		
1 st January	-	
30 th June	2,100	

Print Media	
O-Bags	4,000
Student diaries	4,000
Wallplanners	4,000
O-Magazine	4,000
Clubs Guide	4,000 + 3,000 (extra ordered)
CANTA	12,000 (2,000/fortnight/term)

3. Commercial Activity

Food & Beverage

Some really good progress in outlets we are putting a lot of effort into, and others that are lagging behind have their reasons

- Eng/Hard Hat – no foot traffic making sales very hard
- The Shed – not open holidays which would have been this difference last year
- Undercroft Outlets – moving the Greek and Sejuice out had this impact but is has been more than made up by increase in sales within Chiltons.

YTD Sales for each site is below. This below date excludes functions with has approx. another \$80K in sales YTD.

Site	2014	2015	Variance	% Change
Collective	211085	249899	\$38,814.0	18%
Eng/Hard Hat	288519	145059		-50%
Alibi	64113	60857	-\$3,256.00	-5%
Foundry/Bentleys	367760	429183	\$61,423.00	17%

1894	292050	286969	-\$5,081.00	-2%
Chiltons	368006	430619	\$62,613.00	17%
The Shed	112163	103117	-\$9,046.00	-8%
Shilling Club	201447	231755	\$30,308.00	15%
Undercroft Outlets	241603	207988	-\$33,615.00	-14%
	\$ 2,146,746.00	\$ 2,145,446.00	-\$1,300.00	0%

Other interesting states include:

- We have sold 22734 Pies this year which is 665 less than 2014
- We have sold over 3000 Vodka Red Bulls and 3500 other Vodkas at the Foundry
- Foundry draught is still the beer of choice with Students taking the top sales with Tui about 25% behind
- Students purchased over 15,000 energy drinks from UCSA Cafes during Terms 1&2

Early Learning Centres

The UCSA owns and operates two Early Learning Centres (ELCs). These are Montana (on the corner of Montana Ave, opposite the Whare) and Ilam (opposite the Health Centre) Year to date, Montana ELC has a daily role of 59 children. 16 are children of current UC students and the remaining number are children of University Staff or from the community

Year to date, Ilam ELC has a daily role of 81 children. 42% of these children are the children of current UC students and the remaining number children of ex – students, University staff or from the community.

A discount of \$.72c per hour for under 3s and \$.61c per hour for over 3s is extended to UC students at both Montana and Ilam ELC.

Both ELCs are at capacity and have a waiting list.

Financial Verbal Update

The UCSA just received the draft accounts for the previous 6 months and the Association is trading well and is ahead of last year and ahead of budget. Some changes will be made to the balance sheet in the coming months with the demolition of the UCSA building. UC is holding funds on our behalf from their global insurance settlement claim for our portion of the UCSA building. The UCSA has an outstanding contents and chattels claim which is currently being worked through.

The President opened the floor for any financial questions and none were asked. The Finance Officer and Chief Executive were at the meeting and happy to take any questions regarding the financials.

5. UCSA Building

Progress continues to be made this year on the future of the UCSA building. UC was paid out its global insurance settlement and funds allocated to the UCSA building.

The decision has been made to demolish the UCSA building and it is hoped that this will take place early 2016. There is a process required to go through with UC Council and the Tertiary Education Commission.

The UCSA own 65% of the building while UC own the remaining 35%, as well as the land. The Association has sought extensive consultation on student and clubs requirements in the new building. A number of focus groups with clubs and individual students have taken

place and poster boards were also erected in the Undercroft for general students to share their ideas.

This project is a joint venture with UC and as such a PCG (Project Control Group has been formed) Chaired by Keith Longden, UC Chief Financial Officer

A preferred architect firm has been selected and it is hoped that advanced drawings will be completed by the end of the year, with construction to commence in 2016 and the building to open in 2018.

A fundraising committee is being formed with an aim to raise 3-5million

6. UCSA Elections

UCSA Elections and subsequently the two weeks of campaigning that transform the campus are just around the corner.

Key dates for the 2015 UCSA Elections are as follows:

Nominations Open	23 rd July
Nominations Close	31 st July
Candidate briefing	31 st July
Campaigning opens	31 st July
Vice President & Finance Officer debate	11 th August
President date	12 th August
Voting Opens	13 th August 9am
Voting closes	14 th August 5pm
Election results announced	14 th August 7pm

Following last year, the role of the Returning Officer was advertised more widely via Facebook.

The applicants were interviewed by Sara Luckman, our Media & Events Manager who will be the key staff member the Returning Officer will have contact with and with the recommendation of Sara, the UCSA Executive appointed Riley Divett as the 2015 Returning Officer.

Sarah Platt
2015 President
University of Canterbury Students' Association

3 UCSA Elections

Riley Divett has been appointed as the Returning Officer for 2015 and will be available after the Half AGM for the Election Information Session, along with the current Executive to take any questions regarding the role and the election campaign.

Nominations for the 2016 Executive open tomorrow. Candidate briefing will take place on 31st July and campaigning begins after the meeting until 12th August. Voting will take place from the 13-14 August.

The UCSA President encouraged those students who are interested, to get involved and run for the 2016 Executive.

The UCSA President opened the floor for questions regarding the elections and none were received.

4 UCSA Building

The student body were reminded that the UCSA building has been uninhabitable since the 2011 earthquakes. The UCSA building is 65% owned by the UCSA and the remaining 35% is owned by UC, who also own the land. UC received a global settlement in December for all damages to buildings on campus and have apportioned funds for the UCSA building which they are holding on our behalf.

The UCSA building is due for demolition at the end of the year and a new fit for purpose building will be constructed, to begin in 2016, with the hope that is opened in 2018.

A Project Control Group between the UCSA and UC has been formed with Keith Longden, UC Chief Financial Officer as the chair.

A fundraising committee is being established to raise funds to cover the shortfall which is expected to be between \$3-5million.

The Vice Chancellor has agreed to employ a fundraising manager for three years to focus on the fundraising of the new building.

A preferred architect has been selected to design the new UCSA building and an initial design concept was displayed on the projector screen for the student body to view. An explanation of the different spaces and concepts behind the plan were explained with the assistance of the Vice President, Chief Executive and Finance Officer.

Large posters of the initial concept plan will be displayed in the Undercroft for the student body to give feedback. All feedback is welcome.

The Executive have run a number of workshops in consultation with various clubs, staff and different interest groups over the last 6 months to create a list of student requirements and clubs needs for the new building.

Question:

Is there an amphitheatre space in the new UCSA building?

Answer:

Yes the amphitheatre space will be recreated. There are a number of outdoor spaces.

Question:

What is the plan with the Events Centre for the future when the new UCSA is completed?

Answer:

The Events Centre is a temporary building under the CERA Act and could become a sports facility or offices under the UC Campus Masterplan. The UCSA has the Events Centre space until 2019.

Question:

Is there a performing arts space in the new UCSA building?

Answer:

Yes there will be in the new building

5 Constitutional Amendments

The proposed constitutional amendment outlined in the Half AGM papers which would enable all students (members and non-members of the Association) to vote in the UCSA elections would ensure that when students vote for the President they are also voting for the student representative on UC Council.

The President reminded the student body that there is no financial benefit to students to opt out of UCSA membership as the student services levy of \$745 is paid to UC who then

allocates funds via Joint Operations Advisory Board (JOAB) to the various student services. At the moment when students enrol you untick a box to opt out of membership and there is a common misconception that students do not have to pay the levy, which is incorrect. Around 1,500 students are currently not members of the UCSA and the Association believes that a large number is due to this misunderstanding. Quorum of 120 is required to pass a constitutional amendment which has not been reached today.

6 General Business

The UCSA President opened the floor for general business and none was received.

The UCSA President thanked the student body for attending and for their contribution at the Half AGM. .

The meeting closed at 1:15pm.

DRAFT