



UCSA Half Annual General Meeting

Date: Wednesday 25th July 2012

Time: 11am

Venue: Undercroft, James Hight building

Quorum: 135

1. 2012 UCSA President's annual report
The UCSA President welcomed the student body to the Half Annual General Meeting. Erin explained that the agenda and President's report were displayed on the projector screen and on the UCSA website instead of paper copies which is in line with the UCSA's Sustainability policy.

The UCSA President read to her annual report aloud, providing extra information where necessary.

UCSA Half AGM President's Report 2012

Prepared by Erin Jackson, UCSA President

1. Introduction

2012 has been an epic year so far! We have run our largest ever Orientation and Winterlude (re-orientation), have helped more students in the welfare and advocacy space, and have increased our communication channels to students across the board (over 10,000 fans on Facebook!). The UCSA re-opened the Foundry (only to have it shut again three months later – more on that soon) and have more food and beverage options than we've ever had.

And, that's all within what has been a challenging year. We're at an institution that is going through post-quake trauma, in a city that is trying to go through post-quake growth. It's an interesting place to be – but it's more important than ever that the UCSA facilitates the best possible student experience. While we're by no means perfect (there's always more to achieve!), the UCSA Executive are working hard to ensure that your Association is providing you with what you want, what you need, and what you think would make your time at UC just that little bit better.

This report aims to provide a snapshot of what's been going on and what we, as the UCSA, have been committing to, so to ensure that you, our students, get the best possible service.

2. Representation

2.1. UCSA President

The role of the UCSA President is to provide a student voice to the University on any issue. This involves representation, which occurs through a variety of ways:

- I am one of two student representatives on the University Council, the governing body of University. This is the body that makes decisions on issues such as the Arts Change Proposal, in May. I also sit on the Finance, Planning and Resources Committee and am in attendance at the Audit and Risk Committee. These are both sub-committees of Council.
- Todd (VP) and I sit on Academic Board; the body that provides academic advice to University Council.

- I co-chair the Joint Operations Advisory Board (JOAB), the board that makes recommendations on the spending of the levy, to ensure that students are well represented in that process, and the Joint Venture UC Sport, to ensure that sport and recreation is kept in UC's focus.
- I spend a considerable amount of time working with UC staff, across all levels, ensuring that student-focussed feedback is conveyed.

I deal with the UCSA in the media, work with the community (through Community Board, Neighbourhood Policing Team, and Resident Associations), as well as with other important community stakeholders such as the Halls of Residence and their Residential Assistants.

I also work with external organisations; such as the New Zealand Union of Student Associations (NZUSA), University Sport NZ (USNZ) and Student Job Search (SJS) – but, for the record, we're only a member of SJS.

UCSA Operations

I oversee all day to day operations in the UCSA, in both the commercial and service branches to ensure that they retain a student focus. I also work with the Executive and students to identify new opportunities for student focussed activity and services that the UCSA can provide.

The UCSA Executive

The UCSA Executive has both internal and external portfolios; externally, they sit on faculty / other committees, and provide the student voice on issues arising. Internally, we have three subcommittees, comprising of:

- Clubs and Events
- Welfare and Communications
- Capital Expenditure, food and beverage

This allows the Executive to represent students on a number of issues; reflecting what students are saying to the university and through our policies. All up, the UCSA sit on approximately forty-odd committees, and ensure that students are heard at every level of decision making.

The Future of UC Survey

In amongst other events, UC have been working on the business case for support. Both myself and the Executive have had opportunities to comment on the work, as it has evolved. Upon identifying that there needed to be more of student engagement with the question of

“what does UC look like in the future?” We embarked on a project to set up a survey on the future of UC.

Currently, over 150 responses have been gathered, which represents an encouraging step in terms of engagement with what students want to see. Positively (and what aids this work) is that UC are both interested in, and receptive to, seeing what their students have to say on the issues facing the institution.

We’ll share the results of this, once they’ve been collaborated.

3. Activities and Events

Winterlude

Aside from the incident involving the flooring, Winterlude 2012 was a success for the student experience! We held 23 events over the course of the week, including piñatas, comedy shows, Ladyhawke performance, fireworks, Lunch on the Lawn, mulled wine...

- 8 days
- 23 Events
- 4,200 tickets sold
- 10,100 attendees
- 33 national and international acts

The community were invited to both the Night of Light (fireworks) and to the Clubs’ Night Market, and gave us positive reviews, anecdotally. We completed a letter drop to 3,500 homes before Winterlude to inform and engage the community, which will be repeated for Orientation 2013.

4. Clubs

We currently have over 120 clubs on campus, who are absolutely integral in providing life and vibrancy on campus. Winterlude was a really exciting way to engage with clubs across the board, and received really positive reviews from those involved.

In 2012, we have given \$41,556.90 in grants to clubs and societies, which funds things from coaching development, to conference attendance, to infrastructural support. We also have our 4 Event Managers, who work with the clubs to help them book spaces and provide resource and experience.

The UCSA Executive are well aware that clubs provide the differentiating factor on campus; and so have undertaken a survey to distribute to clubs, to seek feedback on what the UCSA can do better to help support them.

5. Welfare and Advocacy

Our Welfare and Advocacy team have been better than ever recently, in providing one place of help and assistance.

Since May this year the number of students that we have helped includes:

- 33 new advocacy cases were opened and 13 closed. 22 were academic in nature, the balance were discipline and external (ACC, WINZ).
- 34 emergency dental grant applications were approved. \$8,243 of funding was approved. Average \$242.44/student.
- 21 Foodbank applications were approved. \$ 630.00 of vouchers were distributed. Average \$30.00/student
- Six hardship applications were received, with \$1803.00 being distributed. Average \$300.00/student.
- We also fed 2000 students with free breakfasts over the exam period at the end of last Semester – and are looking at making this a more regular feature!

The UCSA have recently launched ‘UCSA HELP’ – an initiative in which 13 UC Law Students have volunteered their time to help their peers. UCSA HELP allows the Law Students to gain practical experience in interviewing people with real issues, while acting as a triage point for the UCSA Advocacy and Welfare Department. The volunteers have been trained in Client Interviewing by Community Law Canterbury and are tasked with gathering information. Volunteers are not surrogate advisers, all advice or services will be provided by the UCSA Welfare Department.

6. Communications

We talk to our students all the time – which means that we’re hearing a lot of feedback (both positive, and negative!). We do this across a variety of channels, but the two main ones are:

- 2000 copies of Canta are printed weekly, as well as being available online (in case you miss out, ‘cause they’re gone within 24 hours!). Our Canta editor has

- Our Facebook page is also now at 10,145 fans (and, over study week reached over 64,000 people!). The Foundry page has been resurrected and this now has 4135 fans, and is used to message what's going on... when it's open.

7. The Foundry

A verbal update was provided.

8. Commercial Activity

Compass / Food and Beverage

Every year, the UCSA Executive hopefuls campaign on the issue of food and beverage, wanting to fix what has never been great on campus. In 2011, the UCSA Executive of the time reviewed the then status quo, which involved the UCSA purchasing a lot of the food options and preparing some ourselves. It was identified that something needed to change, and so the option to use a company, like Compass, was decided upon.

The UCSA Executive then went to tender, and settled on Compass.

Compass have been here in operation since the start of the year, and have worked hard to open the outlets on campus. While the UCSA still own the cafes / food outlets, Compass are the ones who are providing the burgers.

We've been hearing some pretty strong feedback from students; some who love the range and options, and others who are less impressed. What we have sought to convey to Compass is the importance of the range across campus; for example, still having the \$2 Rice, as well as having a salad available if you want it.

We are aware that it's not yet perfect – trust us! However, we need your feedback to ensure that we can work to achieving this. A good example is the recent issue with the hot chips in the Eng café; they were switched from the bags to the pottles, and the chicken salt was removed. Upon becoming aware of the issue, we were able to work with Compass to make sure that chips went back into the bags – ensuring that you still get around two pottles worth (bar about 8 chips).

The moral, at this stage? Feedback is important. The working relationship with Compass is good, and promises to only improve. However, the reason why the 2011 Executive made this move was to ensure that food and beverage improved on campus – and that is the standard that we are tasked with providing.

Early Learning Centres

Both the Ilam and the Montana ELCs are functioning well; Ilam has recently increased its roll to 55 children, from 50, and Montana has 30 children on its roll. Both of these are to capacity, and with waiting lists.

9. UCSA Building

The UCSA Building is subject to many discussions; which are progressing, albeit not as quickly as we would like. Discussions as to its future are fraught with the issue of insurance (UC hold the insurance for the building, and not as “one building” – but as one of the 280 buildings on campus).

It also has to relate into the Campus Master Plan, and what the campus of UC looks like in the future. Obviously, we’ve moved a lot of our operation into the centre of campus – which has received really positive reviews from students, who like that we’re in the heart of campus.

The Campus Master Plan envisages the majority of food, retail, student cultural spaces, student social spaces and student support services moving to the Campus Heart. It has the area currently occupied by UCSA Building being repurposed to create a new Recreation Precinct. The Recreation Precinct would create facilities necessary to replace the existing 35 year old converted warehouse that serves as the University’s existing recreation centre.

This is something that we’re working with the University on coming up with two or three clear concepts for; once we know what they look like, then the UCSA Executive will be in a position to bring those concepts to the student body. The decision around the UCSA Building is a large one – and it’s important that we garner as much feedback as possible, in order to inform whatever decision does get made in the future.

10. Financial Update

In terms of our budget – anything associated with student numbers has suffered, e.g. UBS and food & beverage. Approximately 5000 students down from 2010 levels has seen these two operations in particular affected. In addition to this, budget was set late 2011 when we had to project when the Undercroft and the events centre would come online. With many of the outlets including the events centre not coming online until April, this has had an impact.

The good news is that we are still projecting a cash surplus in a year that was incredibly difficult to budget for. Also, 2013’s budget will have the luxury of all outlets being operational and also we now have more accurate baseline data as to student numbers.

11. UCSA Elections

As undoubtedly happens every year, the UCSA Elections have approached incredibly quickly on the horizon. The timeframe looks as follows:

| | |
|----------------------------|---|
| Nominations open | 16 th July – 27 th July |
| Candidate briefing | 27 th July, 5pm |
| Campaigning opens | 27 th July, 6pm |
| Voting | 9 th and 10 th August |
| Election Results Announced | 10 th August, 7pm |

The UCSA Executive have appointed Matt Fanselow as Returning Officer for 2012. Matt was also Returning Officer in 2011, and so has valuable experience in managing candidates during the election process.

Currently, promotion of the Elections is underway across Facebook and Canta.

12. Conclusion

There's been a huge amount going on this year; which looks set to continue for the remainder of 2012. Immediately on the horizon are of course issues such as the re-opening of the Foundry, and the UCSA Building.

The UCSA faces a number of challenges in adapting to the changed environment that it now operates in – it's a pretty different world to that of a couple of years ago. I'm hopeful that in the next six months the UCSA is able to ascertain, and secure, its long-term position at the UC: both in a physical sense (where our permanent home will be) but also our role as providers of representation of the student body.

It's been an amazing six months so far; and I owe a thank you to the UCSA Executive (and particularly Todd and Tom) for all of their fantastic work, along with Martin, our Chief Executive. I'm really looking forward to the remainder of the year and the opportunities and challenges that they will no doubt bring but I think the first step, at this stage, is to get the Foundry floor fixed!

Thanks,

Erin

Foundry

The UCSA President updated the student body on the Foundry floor as a portion of the dance floor gave way at 11.40pm on 13th July at a Re-Orientation event. There were 750 students inside the Foundry at the time and everyone co-operated and evacuated the premises in 7 minutes. The Foundry remains closed until a full engineer's inspection is completed and a report is received. The University of Canterbury, the owners of the building and the UCSA who operate the premises are exempt from liability. Until more information is brought to light, it is unknown if it is a design or building fault. The UCSA will continue to work closely with UC to get the Foundry remediated and open for students.

The President opened the floor for questions and none were raised.

MOVE

That the 2012 UCSA President's annual report be accepted

Thomas Nation/Michael Mullins

CARRIED

2. Appointment of Auditors and Solicitors

Appointment of Auditors

Polson Higgs were appointed as the UCSA 2012 auditors at the Annual General Meeting in May of this year. The UCSA were informed on 8th May by Polson Higgs and BDO that the Polson Higgs Christchurch audit team has merged with BDO Christchurch. Mike Rondell who has knowledge and experience with the UCSA's accounts has been appointed as a partner at BDO Christchurch. His experienced audit team have also moved to BDO. BDO are the world's 5th largest audit and advisory tax firm. Constitutionally the UCSA are required to appoint BDO as the new auditors.

MOVE from the Chair

That we appoint BDO for the 2013 financial year as UCSA auditors.

CARRIED

Appointment of Solicitors

At the Annual General Meeting it was moved that the Association would go to tender to appoint a solicitor. This tender process is still under way. Currently the UCSA seek legal advice from Lane Neave on employment matters and Simpson Grierson on commercial aspects. The Association's legal requirements are well covered and the UCSA President stated that a special general meeting held in the next few weeks would enable the tender process to be completed to ensure the best solicitors for the Association are appointed.

MOVE

That the appointment of solicitors be carried over until the Special General Meeting to be held on Friday 10th August.

Thomas Nation/Thomas Horrocks

CARRIED

3. Constitutional Amendment

Definition of Clubs

The UCSA President informed the student body that a constitutional amendment was required to clarify the definition of clubs and grants eligibility.

5. CLUBS AND SOCIETIES

5.1 Affiliated Bodies: Application for Affiliation:

5.1.1 Any club or society made up of at least 20 members, the majority of which are currently enrolled at the University of Canterbury, may apply to the Executive to be affiliated to the Association on an annual basis.

MOVE

That the tabled Constitutional Amendment be accepted

Hannah Duder/Olivia Oldman

CARRIED

4. General Business

The UCSA President opened the floor up for general business.

What role does the UCSA play in setting academic standards?

The UCSA President responded that the Executive sit across all strata of University committees; faculty meetings, the Academic Administration committee and the Academic Board. The Executive do not set academic standards but do represent students at all levels. If a student has academic issues, it was recommended that they visit the UCSA Welfare and Advocacy team who run the class rep system with over 500 representatives. The Executive offer assistance for any disciplinary issues.

Does the Executive have an influence on the University of Canterbury academic world standards?

The UCSA President responded that the Executive does not have influence on academic content and course outlines. The Executive do have input into processes and procedures that surround the academic standards.

What amount of engagement does the Executive have in cultural aspects of the University?

The UCSA President responded that it depends on what cultural space. The Executive have a lot of involvement in cultural and interest clubs. The subcommittee approve club grants. This year the Executive have appointed the President of Te Akatoki to sit on the Executive as an ex officio member, to improve communication between the Executive and Te Akatoki, the Maori Student Association. We are always conscious that we could do more.

A comment was posted on Erin's Facebook page at the end of last term as to why the trees were cut down on campus especially the trees in the UCSA car park and no response was received.

The UCSA President apologised for not responding to the comment and explained she was caught up in an administrative delay clarifying which trees in particular were cut down for which reason.

Trees were brought down after the snow as some trees fell on student cars. UC senior management made the decision to move some trees in the UCSA car park due to safety concerns with the establishment of the Foundry as it is not a well lit area.

Are trees going to be moved or replanted to maintain a green campus?

The UCSA President responded that a green campus is part of the UC Campus Masterplan so there will continue to be dedicated green space on campus. Erin would pass on these concerns to UC to ensure that replanting takes place.

Why did you and the other student representative on UC Council vote for the Management Science cuts?

Within our student requisition we are in a position to take advice from the UC senior management team in terms of the recommendations. Upon reading 1700 pages across all four change proposals, attending all the meetings and as a member of UC Council the understanding we had was that the decision to do so was in best interest. It was a difficult decision.

Erin thanked the student body for their attendance and reminded everyone that if assistance is required to please come see the UCSA staff on level one of the James Hight building.

The meeting closed at 11.35am.