

UCSA Executive Minutes

- Title:** Minutes of the 7th UCSA Executive Meeting of 2011
- Date:** Tuesday 17th May 2011
- Time:** 5pm
- Venue:** Okeover Common Room, Okeover House
- Present:** Kohan McNab (President), Rachael Linehan (Vice President), Sam Mossman (Finance Officer), Michael Cook (Clubs/Engineering), Rachael Joho (Sport/Education), Nathan Ainsworth (Welfare), Diana Jeong (Commerce/Advocacy & Welfare), Morgan Perry (Science/Communication)
- In Attendance:** Martin Mongan joined the meeting at 5:21pm (Chief Executive), Bridget O'Connor-Norton (minutes)
- Absent:** David Holliday (Sustainability/Post Grad)

The President welcomed everyone to the meeting.

1. Board time was taken from 5:07 – 5:13pm
2. Apologies: Cara des Landes (Arts/Foundry & Cafes), Craig Whitnall (Law/Events), William William (International)
3. Conflict of interest – none noted
4. Minutes of the previous meetings

043/2011 *THAT the Minutes from the Meeting on the 3rd May 2011 are confirmed to be true and accurate with the*

correction of Grad Ball in the President's report on page 11.

Cook/Perry

CARRIED

5. **Matters Arising**

The President's PA forwarded to the Executive an email from a resident in the Ilam area regarding the Bush Inn hours trading extension.

The Education/Sports and Engineering/Clubs Officer will present to the Executive the Grants Review in General Business.

The President will meet on Thursday with the International Officer and Karyn South from Fabel regarding the Diversity Ball.

The President, Finance Officer and Club Officer met with ENSOC meeting today regarding the possibility of an Undie 500 event.

The Executive met last Thursday for a drink at the Criac in Riccarton.

The Finance Officer will discuss with the President tomorrow the Executive Principles of Masterplan.

6. **President's Verbal Report**

University Update

There are no new changes to the status of the UCSA building. We are waiting on design and strengthening reports from the University.

The question was asked should we consult an external third party on designs and quantity surveying. The President believed it should be considered and mentioned at the next Advisory Board meeting.

Action: Please circulate to the Executive the UC framework decision making on buildings (President)

Action: Please consider and mention to Advisory Board about the third party consultation regarding design and remediation on UCSA building. (President)

The option of the UCSA temporarily moving to the Undercroft was taken to the Student Services Levy Advisory Board (SSLAB). SSLAB are happy to fund for student space. The funds have been ear marked and it could be approximately \$2.4 million for the fit out. This option now needs to go to the UC Council as it is over one million dollars. The Finance, Planning and Resources Committee are happy to recommend to Council without full plans. The President is pleased with progress however he believes there is a need to protect the Association by having a sound lease agreement, with a strong legal position, stating that this is not a permanent shift while we look at other student spaces. There is a desire to maintain control of the space and a clause in the tenancy agreement that we will retain all rights as student advocates and shall continue to critique the University.

The Chief Executive has asked the Services and Transition Manager to organise another more in depth online survey asking students what retail outlets they would like to see on campus.

Nathan Ainsworth arrived at meeting at 5:26pm.

The President has recommended to Council that students are involved in the consultation process regarding the fit out of the proposed Undercroft student space and hopes to get this cemented into the Council proposal. The Undercroft could be ready to move into sometime in Semester 2.

Social Space

The Riccarton club proposal for a social space has not progressed and the Chief Executive and President are working on a new proposal with the Addington Raceway. The Addington Raceway is keen to provide a student only bar space on a set night which would include music and themes nights. Other venues were discussed as being available however their location or operating hours were not deemed to be appropriate. The UC Rugby Club has requested another meeting about using their clubrooms as a student social space. The University has discussed the option of building a semi permanent bar for students.

Student Forum

The President gave updates on the UCSA building and Earthquake recovery at the forum. The minutes of the forum are online.

AGM

The agenda for the AGM has been changed due to audit reports not being prepared in time for Friday 20th May. Therefore the only motion to be passed at the AGM will be to hold over all official business until the half AGM in July. While this is extraordinary it is a direct result of the February earthquake and the lack of access to our building and also the auditor's office located in the centre city.

The AGM will be held on Friday 20th May in the Big Top tent with free food and beverages. The Executive are all required to attend and were asked to inform other students and bring them along as 120 students are required for quorum.

Communication

Strong communication is required to update students regarding the earthquake recovery on campus and the wider city. The President was invited to speak at the Christchurch City Council 'Share an Idea Expo' on the weekend and it was well received by the general public. Students will need to be informed of the food and beverage proposals on campus and the President will draft a document which will be sent to the Executive before being communicated to students.

Action: Please circulate to Executive initial document to be communicated to students regarding Food and Beverage proposal on campus (President)

The ENSOC meeting held today regarding the Undie 500 proposal seeking UCSA assistance in organising this event. ENSOC represent a large sector of students. The proposal would need to be safe, social

and responsible to receive the Executive's full support. The Undie 500 would be significantly different from previous years.

Forestry

The Chief Executive tabled the dissertation from the Forestry Honours student. The initial proposal was to give a scholarship to the student involved. The dissertation was discussed at length and it was agreed that it lacks detail and needs clearer advice, instruction and recommendation.

The Chief Executive and President have confidence in Bruce Manly Head of Forestry to oversee the project. Feedback will be given to the honours student regarding the dissertation proposal.

Action: The President and Chief Executive will create a document with feedback regarding the dissertation and circulate to the Exec before sending to the honours student. (President and Chief Executive)

7. Chief Executive's Verbal Report

Food and Beverage

Appointment times have been sent to the Executive, Advisory Board, Senior Management Team and UC Senior Management Team for the Compass and Spotless presentations for Wednesday 22nd June from 2-4pm and Friday 24th June from 1-3pm. It is crucial that all Executive attend.

Redundancies

There are a number of redundancies within the UCSA as a direct consequence of the February 22nd earthquake and the uncertainty around the building. This was a difficult decision to make however we were instructed by our insurance company to actively mitigate our loss and minimise all associated costs primarily associated with the building. While the reasons are valid this is still tough on staff. There will be either a morning or afternoon tea next Friday for those staff concerned so the Executive are invited to attend.

8. General Business

Project Updates

The Engineering/Clubs Officer has a new project - Perfect Storm.

Wizard Initiative

The Student Welfare/Hardship Officer tabled Ainsworth's Wizard Initiative to be discussed at a later date.

Dimitri's has been confirmed as a new stall at the Winter Wonderland Market on Wednesday.

Half AGM

The half Annual General Meeting is required to be held as per the Constitution before the third week of the third term. An online student survey will be held to arrange a time that best suits the students.

044/2011 MOVE FROM THE CHAIR

That the Executive hold the half Annual General Meeting on Wednesday 20th July.

CARRIED

Vision 2050

Social Innovation Trust, a local youth focussed charitable trust is hosting a forum for the youth of Christchurch to get together to discuss how they see our city in 2050. The Executive have five seats available for tomorrow. Please see the Vice President for tickets.

Grants Presentation

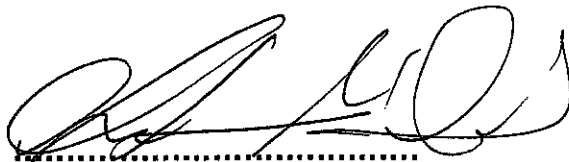
The Education/Sports and Engineering/Clubs Officers represented to the Executive a review of the Clubs and Societies Grants policy.

Action: Please circulate to the Executive the Clubs and Societies Grants policy presentation (Education/Sports and Engineering/Clubs Officers)

There will be an informal catch up of the Executive next Thursday at the Criac.

The meeting closed at 6:15pm.

Declared true and accurate by Chair



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Witness



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Date

31.5.2011.....

Action Points

No	Description/ Required Action	By Whom	Completion Date
1	Please circulate to the Executive the UC framework decision making on buildings	President	As soon as possible
2	Please create and circulate to Executive initial document to be communicated to students regarding Food and Beverage proposal on campus	President	As soon as possible
3	Please create a document with feedback regarding the Forestry dissertation proposal and send to Exec for feedback	President and Chief Executive	As soon as possible
4	Please circulate to the Executive the Clubs and Societies Grants policy presentation	Education/Sports and Engineering/Clubs Officers	As soon as possible