



Guiding Document for the UCSA Pasifika Advisory Group

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Approved By: Executive Committee
Contact Person: UCSA President

Introduction

The purpose of this guiding document is to clarify the role and responsibilities of the Pasifika Advisory Group. This group will help to ensure Pasifika students have a voice within the UCSA and throughout the University.

Guiding Statement

The Pasifika Advisory Group is responsible for providing student feedback and direction to the UCSA Executive Committee regarding Pasifika students' needs and issues. The aim is to support the UCSA Executive to hear all student voices and initiate actions and programs to create a stronger sense of belonging for all students on campus.

Membership

The Pasifika Advisory Group consists of 5-10 members but no less than 5. The Advisory Group should comprise of members:

- a) with an appropriate range of skills and experience to best represent Pasifika students; and
- b) who have an understanding of current and emerging concerns of Pasifika students and can provide advice and recommendation

Members can include (but are not limited to):

A representative from each of the Pacific Island clubs e.g. CUTSA, CUSSA and the Pasifika Law Students' Society.

From time to time the Advisory Group may invite UCSA representatives to attend a meeting. They will sit in attendance only and may have speaking rights. Each member of the Advisory Group must be an enrolled student of the University of Canterbury at the time of application and throughout their term on the Committee. Each member is appointed for one academic year; at the end of which they are eligible to apply for reappointment.

Nomination

Applications will be sought from across the networks of UC Pacific students, through PDT and the Pacific Island clubs. Applications will be advertised on UCSA media.

Selection

The selection panel will consist of current Pasifika Advisory Group members and an external member from the UCSA. If necessary, interviews will be carried out and successful candidates will be announced within one month of applications closing

Responsibilities

The Pasifika Advisory Group provides advice and makes recommendations to the UCSA Executive Committee on issues and concerns. The UCSA Executive may in turn take these to the relevant UC committees/boards.

The Pasifika Advisory Group may also function as a reference group on UCSA materials, policies, and events when looking for Pasifika student perspective. Each member of the Pasifika Advisory Group is able to suggest agenda items.

Chairperson

The position of Chairperson of the Pasifika Advisory Group will be allocated by the group in advance of the first meeting of the year. Alternatively, the group may choose to adopt a roving Chair model.

Secretarial Support

Notes will be taken from the meetings and will be circulated among the Executive Committee.

Meeting Regularity

The Pasifika Advisory Group will meet a minimum of four times a year (or up to twice a term) with an expectation of a meeting duration of no more than one hour. The committee shall have its first meeting by the end of Term One.