

UCSA Half Annual General Meeting 2019 Unconfirmed Notes

Date: Tuesday 23 July 2019
Time: 12pm
Venue: Undercroft 101, Puaka-James Hight building
Present: 137 students

The President welcomed the student body to the Half Annual General Meeting and explained the proceedings of how a Half AGM is run.

1 Minutes of the 2018 Half AGM

MOVE

That the minutes of the 2018 Half AGM are deemed as a true and accurate record

Kevin Fernando / Katie Mills

CARRIED

2 The Half Annual Report of the 2019 UCSA President

Sam Brosnahan 2019 UCSA President, read the highlights of his half annual report.

2019 Half Yearly President Report

Representation

The Executive

The 2019 Executive is comprised of 12 elected students, and 1 co-opted student. This year there are

- 6 general representatives,
- a postgraduate representative,
- an Equity & Wellbeing Representative,
- a co-opted Te Akatoki Representative,
- a Finance Officer,
- Vice-President,
- President
- and for the first time, an International Representative.

The new international portfolio has proven a success with our International Rep Kevin boosting representation of International Students through the international advisory

group as well as starting a pilot of a new international student buddy system to be rolled out this term.

Members of the Executive hold external and internal portfolios as well as work on individual special projects. The external portfolios are, where required, College-based and the internal portfolios are relevant to services of the UCSA. The Vice-President and Finance Officer act alongside the corresponding staff as team leads for the portfolios. The Executive continues to provide strong student representation at the University among a range of various boards and committees.

The Advisory Board

UCSA has an advisory board which advises the Executive on UCSA activities and operations, particularly on commercial decisions. This year, the Advisory Board reverted back meeting once a month after trialling a period of combined executive-advisory meetings towards the end of last year. The Advisory Board are a great asset to the organisation and continue to give valuable advice to the Executive on strategic issues.

Academic Representation

- This year a new paid staff role within the UCSA was established, called the Academic Coordinator, which has been capably filled by Sarah Davidson. The purpose of this role is to strengthen support for the 6 College Representatives on the Executive as they represent the student voice.
- Sarah along with Vice President Tori McNoe, has led a well-coordinated effort in the academic space this year submitting over 50 student feedback submissions on different course and degree proposals.
- Since the beginning of the year, Vice-Chancellor Cheryl de la Rey has been gathering input from the UC Community to feed into her UC-wide strategy designed to guide UC into the next 5-10 years. Direct consultation with students took place with the Vice-Chancellor meeting with the UCSA exec and our student advisory groups. Wider, more qualitative data was obtained via an all-student survey where over 1000 students took part where a recommended focus on student success and wellbeing was a prominent feature.

Student Advisory Groups

UCSA runs 3 advisory groups - which provides valuable feedback on UC and UCSA operations. The International, Postgraduate and Equity & Wellbeing advisory groups are chaired by the corresponding executive member of the same position title and meet twice termly. They continue to be an effective mechanism of obtaining a diverse range of student feedback, i.e. the UC-wide strategy mentioned above.

Services

The services the UCSA provides are funded by a portion of the Student Services Levy – a compulsory part of university fees. The Joint Operations Advisory Board (JOAB), made up of UC and UCSA, advises the Vice-Chancellor and how the Levy would be best spent each year. The UCSA is funded only for the services it provides students such as advocacy and

welfare, clubs and events, media and communications including CANTA, and the dental scheme. The remainder of the Levy, which is about 75%, is allocated to UC departments and other providers like the Rec Centre, Disability Resources and UC Careers. There is also a capital fund component which funds certain student projects e.g. the fitting out of the Undercroft and heat and eat stations.

Governance

Haere-roa

July 2019 marked the long-awaited opening of Haere-roa, replacing the previous UCSA Building, which was demolished as a result of the 2011 earthquakes. Haere-roa, features spaces for study, relaxation, food, club events, concerts and performances.

The building cost \$32m. UC own 49% and the UCSA retains 51% majority ownership. UCSA's stake was primarily comprised of insurance pay outs from the previous UCSA Building as well as \$3 million through donations from hundreds of generous friends and alumni. We continue to fundraise for the remaining shortfall through various initiatives such as the Save Me A Seat campaign aimed at having all 320 seats sponsored in the new Ngaio Marsh Theatre sponsored.

Advocacy & Welfare

The Advocacy & Welfare team continues to be a critical and valuable resource to students - through services such as the foodbank, hardship grants as well as advocacy services.

So far in 2019, the A&W team has seen an increase in demand for advocacy and dental services, with year to date appointments up on the previous year. Wellness events and activations continue to be a success for students in building awareness. A new event called Autumn Arrival, run by UCSA and co-designed with UC, was successful in attracting over 2000 students in its first year.

Events & Activities

Our Events and Activities team continues to provide relevant and exciting events for our students. O-Week proved to be on the whole successful, with the majority of ticketed events selling out. The less-attended Summerstein event is under review and a new format and theme are being considered for 2020.

Re-Ori over the last week and a half was successful, with four sold-out gigs and one partially sold-out gig in the new Ngaio Marsh Theatre. There was a lot of positive feedback on the concert venue itself however, there were major issues around access to toilets and huge queues. For the last couple of events, a temporary solution of hiring Portaloos was put in place which seemed to help the issue. At the time of this report, a more permanent solution i.e. installing urinal/s is being considered to help address the issue long-term.

Media & Communications

The Media team continues to entertain students and communicate key messages. The hiring of a new Communication Coordinator has proved successful in making sure we strengthen our messaging through students ie through videos, all-student emails. Having just recruited a new CANTA editor, the magazine is looking to angle towards more news-based content as well as have more of a focus on diversity and inclusion.

Commercial Activity

This includes food and beverage, early learning centres and UBS. These divisions are not funded by the student services levy and therefore must operate at a sustainable level and any surpluses produced are used to fund our current or future operations or future capital investments like our new Building.

Food & Beverage

The UCSA owns and operates 7 outlets around campus including Nuts and Bolts, The Shilling Club, and Chilton's. The new Foundry, just opened in Haere-roa, has quickly proved popular with students. The Mon-Fri 8:30am-late operating hours are designed to help ensure the Foundry becomes a reliable destination that students can attend, with a range of cafe-style food offerings throughout the day. Our catering services continue to be very successful, with the UCSA picking up a large proportion of the catering jobs on campus.

Early Learning Centres

The UCSA owns and operates two Early Learning Centre's (ELCs) and both continue to provide a great service for UC Students, University staff and community. Both ELCs continue to be either full or very close to full.

Financial Update – from Millie Morgan, Finance Officer

The first half of the year is tracking well with a surplus of \$290k recorded against a budget of \$156k and last year's result of 315,485. We do however need to remember that \$154k of fundraising was brought into the accounts as income in April so in reality our surplus to date is \$135,271 which is \$21k behind budget. External revenue from catering and gigs/venue hire enables us to keep our prices as low as practically possible for students.

Revenue to May was \$4.188 million which is close to last year's revenue figure. The outlook for the second half of the year is positive with plenty of external business booked. We expect to achieve an operating surplus of at least what we achieved last year.

Our financial position is very strong with total equity in excess of \$15.8 million, but as we are all aware it will become challenging when we pay for the building. Cash assets are very strong as we continue to save and fundraise for Haere-roa. Currently we have \$4.69 million in cash and \$8.16 million accrued revenue that UC are holding and investing on our behalf. All of this is being used towards the cost of Haere-roa across the river.

The President opened the floor for any questions and none were received.

MOVE

That the student body accept the President's half year report

Kava Auta/Olly Ng

CARRIED

3 Constitutional Amendments

Over time, the Finance Officer's position has shifted from a primarily finance-related role to more of a hybrid position combining external engagement and leadership of the executive. While it's still the role of the Finance Officer to regularly sign off accounts and payroll, many notable changes over the last decade have taken place, that have expanded the role of the Finance Officer into non-finance-related areas.

These areas include:

- playing a prominent leadership role within the executive, alongside the President and Vice President
- assisting the executive with special projects
- administering the internal portfolios of the UCSA

In terms of the overall workload, a recent review into the current workload of the Finance Officer role found that **less than 15%** of the total time devoted to the role was actually finance-related. Considering the above points, the purpose of this motion is for the Finance Officer's position title to more accurately reflect the current demands of the role. This is in order to:

- reduce the misconception of the role of Finance Officer role within the student body, that the role is solely finance-related, as the name suggests
- reduce the misconception that a student has to study finance, accounting or other financial degree areas to undertake the Finance Officer role
- In reducing these misconceptions and making the engagement component of the role more explicit, it is hoped this change will open up the role to a broader pool of prospective candidates, who may not have considered this role previously.
- In spite of this, the UCSA will continue to have sound financial oversight with a Chief Executive, Advisory Board with financial expertise as well as professional accountants and auditors.

The Executive is therefore proposing that the position title be changed to **Finance & Engagement Officer** in order for the title to more accurately reflect the actual duties and responsibilities of the role.

The President informed the student body that the constitutional amendments presented at the Half AGM included tracked changes by the UCSA legal advisors.

The following amendments were proposed:

1. Change the title of Finance officer to Finance & Engagement Officer to better reflect the accuracy of the role.
2. Clause 9.12 (d) Role of Finance & Engagement Officer – act as and assume the powers of the President when both the President and Vice President are absent at the same time (clarify the deputising)

3. Clause 8.9 (e) Term of Office – reduce the number of meetings that an Executive member can be absent from without the permission of the Executive, from 3 to 2 meetings

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

MOVE

That the student body accept the constitutional amendments presented to change the title of Finance Officer to Finance & Engagement Officer, formalise the deputise the role if the President and Vice President are absent, and to reduce the number of meetings from 3 to 2 that an Executive member can be absent from without permission from the Executive

Tori McNoe/Millie Morgan

CARRIED

4 General Business

UCSA Elections

The UCSA Elections are coming up this term with voting from 14-16 August. Nominations are open after the election and will close on 1st August at 12pm.

Sam encouraged the student body to put their names forward for the Executive positions. He informed the student body that being on the Executive is a rewarding experience with lots of opportunities and valuable skills are learnt in representation and governance.

Hannah Long, the Returning Officer for the 2019 elections was introduced.

There is a candidate information session after the Half AGM for those thinking of running to find out more about the role and what it entails.

The inter Hall competition was drawn with Rochester and Rutherford Hall having the highest turn out of students at the Half AGM.

The two Tea Party free tickets were drawn.

The meeting closed at 12:30pm.

Signed:

Date: