

**SANITI Executive Meeting 1 June 2022  
(Kōwhai Lounge)**

**Meeting Opened:** 6pm

S Krammer thanked Scott Tambisari for leading the Governance Training, acknowledged Tony Gray and Jackie Britz roles within the Advisory Board and welcomed the Executive to the meeting.

**Present:** Shinn Krammer (Chair), Alison Hart (Minutes Secretary/non-voting), Daniel Hall, Frank Schulz, Dee Kāmana, Max Devon, Hamish Duncan, Marysia Sullivan.

**Apologies:** Chanraksa Prak

Chair                      Carried

**Confirmation of Minutes**

S Krammer tabled the Minutes of the Executive meeting held on 7 December 2021 to be approved as a true and accurate record.

**Motion:** That the Minutes of the Executive meeting held on 7 December 2021 be approved as a true and accurate record.

Chair, F Schulz                      Carried

**Matters Arising from the Minutes**

- Action List – Reviewed.

**President's Report**

Welcome to the new Executive. With my role as Student President ending on 15<sup>th</sup> July, focus has been on Strategic Goal Three- Independent representation and Strategic Goal Four - Sustainability of the Association. Representation has taken place through the programme representative system, attending committees, and working groups.

Strategic Goal Three – Independent representation

Lately the student body has been voicing their concerns around the increased cost of living and the impact this is having on their ability to continue with their studies. Currently the increased cost of living is in part being offset by HAFL and the SANITIs hardship support. Executive need to think about the cost of living for students and work towards upholding hardship funding in the future, whether it is through government or SANITI.

Strategic Goal Four – Sustainability of the Association

This goal is in place as SANITI have not yet had its status confirmed as part of the Te Pūkenga Operating Model. Student President has been attending Te Pūkenga forums and working groups for the past year and a half. Most of these meetings are around COVID-19, student engagement, and quality assurance. None have been around policies and procedures. The goal for the President moving forward will be to focus on attending and inputting to the regional development forums alongside the Student Executive.

Thank you to the past and current Executives for their commitment, together we have made great strides at NMIT and Te Pūkenga. Thank to the SANITI staff for their support in my role, especially to A Hart for the additional support when it has been needed. It has been a great experience and it is great to be leaving with the Association in a really good space.

**Motion:** That the President report be accepted.

D Hall, M Devon                      Carried

**Management and Financial Reports**

Financials tabled in conjunction with the Report: Transactions 5 March 2022 to 26 May 2022; Profit v Loss – Jan – April 2022 (actual); Profit v Loss – Jan – Dec 2022 (projected).

NMIT – SANITI - Service Level Agreement

Association is underway with the delivery of the 2022 NMIT and Ara Service Level Agreements. Term 1, Ara report was submitted on 16 May 2022. NMIT has moved to Semester reports, with the first reports due to be submitted on 29 July 2022.

#### Strategic Goal One – Fun Social Events and Strong Campus Culture

- Nelson – Association ran: a curry event (Richmond campus) on 16 March; a St Patrick's Day event (Nelson campus) on 17 March; soup events (Nelson campus) on 24 March and 12 April; coffee and muffin event (Nelson campus) on 2 May; soup event (Richmond campus) on 5 May; Nacho's event (Richmond campus) on 10 May; curry event (Nelson campus), to promote AGM on 16 May; KFC (Nelson campus), in conjunction with AGM on 17 May; Pink Shirt Day pinkie handout (Richmond campus) on 19 May; Pink Shirt Day pinkie handout (Nelson campus) on 20 May. Association also ran a muffin and coffee event (Nelson campus) for nursing students on 12 May. In addition to these events the Association ran four online competitions for onsite and offsite students and has been handing out goodie bags to new students. Feedback continues to be very positive from students, with increased engagement in the online competitions.
- Marlborough/Woodbourne Campuses – Association ran: a curry event (Base Woodbourne) on 15 March; a giveaway event (Marlborough campus) on 22 March; nacho's event (Base Woodbourne) on 12 May; Pink Shirt Day pinkie handout (Base Woodbourne) on 20 May; curry event and Pink Shirt Day pinkie handout (Marlborough campus) on 24 May. Feedback continues to be very positive from students, with increased engagement in the online competitions.
- International Event Schedule – Association run Waka trips out of Kaiteriteri on Saturday 19 March and Saturday 28 May with the assistance of the International Wellbeing Fund (IWF). There is one activity scheduled for Marlborough students in June and a full activity programme scheduled for 2<sup>nd</sup> semester with the return of the international students.

#### Strategic Goal Two – Friendly Independent Support, Advocacy and Employment Services

- Advocacies – Association independent advocacy and support services continues to be under pressure with hardship, wellbeing, academic issues and StudyLink allowances and loans issues. Association continues to work with NMIT processing the HAFL fund for domestic students and SANITI hardship fund for international students and domestic hardship that is outside the COVID-19 funding criteria. In addition to the vouchers the Association continues to drop off food parcels to students who are self-isolating. Parcels continue to be delivered to Base Woodbourne and Marlborough Campuses for distribution to students. Association visited Base Woodbourne on 14 March, Base Woodbourne and Marlborough campuses on 22 March, 4 May, and 24 May. Association visited Richmond campus on 15 March, 23 March, 30 March, 1 April, 5 May, 19 May, and 1 June.
- Programme Representative System – Association has 77 programme reps in Nelson/Richmond and 6 Programme reps in Marlborough/Base Woodbourne. Both Marlborough and Base Woodbourne campuses have midyear intakes, so the Association hope to recruit more representatives at this time. Programme rep meeting and training was held on Wednesday 16 March (Nelson campus), an additional training on 11 March (Nelson campus) and meeting held on 3 May (Nelson campus). Programme rep meeting and training was held on 22 March (Base Woodbourne and Marlborough campuses), meeting held on 10 May (Base Woodbourne and Marlborough campuses), 23 March meeting and training (Richmond Campus), meeting held on 4 May (Richmond Campus). Association has been working with NMIT M Kneepkens, Learner, Campus and IT services to follow-up on any issues raised.
- NMIT meeting schedule – Academic Standard and Quality Committee meetings on 15 March, 5 April, 2 May and 8 May + E-meetings; Academic Committee on 16 March, 13 April, 2 May and 11 May; Learning and Teaching Committee on 23 March, 4 May and 25 May; Definition of APA referencing meeting on 6 April; Research meeting on 27 April. During this period, the Association has also been meeting with the Executive Director Ōritetanga, People, Culture, Te Puna Manaaki Learner and academic staff in relation to the independent support and advocacy service. Associations has been working with NMIT Learner Services and Te Puna Manaaki to establish social groups for student communities, with students from the Rainbow community meeting on 11 May.
- Employment Information – Association continues to deliver the Employment Information services with seminars held in: Arts and Media (7 March); SPC (9 March); Cookery (10 March); Engineering in Base Woodbourne (14 March) Carpentry scholarship session (17 March); Mechanical Engineering communication session (21 March); Professional practice session (29 March); CGI (7 April); IT (4 May); Mechanical Engineering communication session (4 May); Engineering in Base Woodbourne (12 May). Alongside these sessions the Association has been supporting students with CV's, cover letters, interview skills and techniques and LinkedIn.

- Support – COVID-19 continues to be an issue within the student body, with many student's 1<sup>st</sup> semester studies being significantly impact. Over the last couple of years, students have faced the challenges together, with lockdown and online learning for all. This year some students have been able to continue to study on campus, while others have been isolating at home, therefore some students have been more impacted than others. It continues to be challenging out there in the community and it is a reminder to all of us that we need to continue to 'be kind' to each other.

#### Strategic Goal Three – Independent Representation of the student Voice and Student Engagement

- Executive meetings – Special meetings held on 19 January and 26 January 2022 to discuss the impact of the vaccination mandate and options for students. Next training and meeting scheduled for 1 June 2022.
- AGM – Originally scheduled for 5 April 2022, rescheduled due to the impact of COVID-19 on the student body and held on 17 May 2022. Association annual report and accounts were tabled and approved. Additional expenditure was approved for a limited number of budget items. Most significant approval was for \$80,000 of savings for student hardship for the remainder of 2022.
- Executive Election – Scheduled for 5 April 2022, rescheduled due to the impact of COVID-19 on the student body and held on 17 May 2022 in conjunction with AGM. There are two further positions available on the Executive. Current students interested could be coopted with the approval of the Executive, until SGM scheduled for 18 October 2022.

○ NMIT Board – Report tabled and catch-up held on 22 February and 23 May 2022.

#### Strategic Goal Four – Sustainability, Survival, and Transition of the Student Association

- Te Pūkenga - Association has been engaged with Te Pūkenga during this period. Attending zoom meetings in relation to: Stakeholder impact of COVID-19; Academic Integrity; Stakeholder Engagement.

#### Other

- Hardship Fund for Learners Funding (HAFL) for Domestic Students – NMIT received a further top-up to this fund in mid-May. These additional funds need to be distributed before the 30 June 2022 or returned to Te Pūkenga. After discussion with NMIT, students are being offered additional vouchers every 3 weeks, to give them a further boost before the fund ends.
- ARA Service Level Agreement – Association continues to deliver the independent advocacy services at Ara, though there have been some disruptions in Term 2, due to COVID-19. Association is schedule to visit Ara campus on Thursday 9 June.
- SANITI Advisory Board – Advisory Board meeting was held on Zoom on 12 April 2022. Jackie Britz is working with Shinn Krammer and Daniel Hall regarding the President's position and student representation moving forward.
- Insurance- Increased premium to cover liability insurance. Excess increase from \$5,000 to \$10,000 was questioned, however this is the industry standard in 2022.

**Motion:** That an additional \$900 + GST is approved for the Insurance budget line item, to cover the increased costs for liability insurance.

D Hall, F Schulz Carried

**Motion:** That the Management Report and financial reports is accepted.

M Devon, H Duncan Carried

#### **Correspondence**

1. Returning Officer – Email in relation to the Executive election.

**Motion:** That correspondence is received.

H Duncan, F Schulz Carried

#### **6.35pm D Hall left meeting**

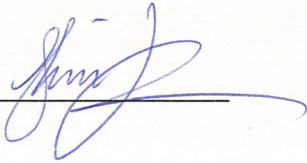
#### **General Business**

- NMIT Student Charter – Tabled for review.
- SANITI Hardship Policy – Tabled for review
- President's position – Referred to Jackie Britz (Advisory Board)
- Executive Training Booklet – M Sullivan commented about the number of acronyms used. A Hart to email out an acronym list to the Executive

Next Executive Meeting to be scheduled for 29 June 2022

Meeting closed at 6.50 pm

Signed



Date

29/06/2022

## Action List

| No. | Action  | Responsibility   | Date  |
|-----|---|--|---|
| 1.  | Association to review other organisations policies including electronic systems.<br>Delegation of Authority Policy to be developed. | Association President and Executive with the assistance with the General Manager | <ul style="list-style-type: none"> <li>▪ Policies would continue to be reviewed and provision put in place for them to be uploaded onto the website.</li> </ul>   |
| 2.  | Processing of hardship fund to be discussed further at Executive Training   | President, General Manager and Advocates   | <ul style="list-style-type: none"> <li>▪ Tabled at the meeting 1.06.2022, emailed out to the Executive and a time scheduled for the Policy to be reviewed</li> </ul>  |
| 3.  | TTP to be approached in regard to training options  | President  | <ul style="list-style-type: none"> <li>▪ S Krammer to follow-up in early 2022</li> </ul>  |
| 4.  | Association Solicitor – new appointment made  | General Manager/President  | <ul style="list-style-type: none"> <li>▪ Conflict of interest has now been resolved. Referred to be referred to the Advisory Board</li> </ul>   |
| 5.  | Executive – areas of interest and portfolio's   | President/General Manager  | <ul style="list-style-type: none"> <li>▪ Meeting to be scheduled regarding Association finances and other interest areas</li> </ul>   |
| 6.  | Te Pūkenga – updates and opportunity to feed into process   | President - ongoing  | <ul style="list-style-type: none"> <li>▪ President to email out updates, newsletters, and feedback links to the Executive. Sub-committee to be formed to feedback to Executive meetings</li> </ul>  |
| 7.  | Student Advisory Groups   | President/General Manager  | <ul style="list-style-type: none"> <li>▪ Association to work with students to identify, what they would like to see in relation to these groups? Based on student feedback process be developed for group membership and budget allocated</li> <li>▪ Association working with Te Puna Manaaki to support Rainbow student group in 2022</li> </ul> |
| 8.  | NMIT Student Charter  | President/General Manager  | <ul style="list-style-type: none"> <li>▪ NMIT Student Charter emailed out to the Executive. Executive review meeting held on 3.06.2022 and feedback provided by email. Feedback tabled at NMIT review meeting on 7.06.2022.</li> </ul>  |
| 9.  | SANITI Hardship Policy  | President/General Manager  | <ul style="list-style-type: none"> <li>▪ SANITI Hardship Policy emailed out to the Executive. Review meeting held with Executive and staff on 8.06.2022. Amendments to be drafted for approval.</li> </ul>  |

