

**SANITI Executive Meeting 29 June 2022**  
**(Kōwhai Lounge)**

**Meeting Opened:** 4.05pm

**Present:** Shinn Krammer (Chair), Alison Hart (Minutes Secretary/non-voting), Frank Schulz (Zoom), Lauren Robinson, Max Devon, Hamish Duncan, Marysia Sullivan.

**Apology:** Chanraksa Prak, Dee Kāmana (late apology)

**Absent:** Daniel Hall

Chair

Carried

**Welcome**

S Krammer welcomed the Executive and thanked them for taking the time to attend the meeting.

**Confirmation of Minutes**

S Krammer tabled the Minutes of the Executive meeting held on 1 June 2022 to be approved as a true and accurate record.

M Devon, H Duncan      Carried

**Motion:** That the Minutes of the Special Executive meeting held on 15 June 2022 be approved as a true and accurate record.

M Devon, H Duncan      Carried

**Matters Arising from the Minutes**

- Signatory on Association Accounts - Association Accountant and Auditor approved for an advisory board member to be added as a signatory on the accounts, under Schedule 1, Section 20.7 of the Constitution.

**Motion:** That Scott Tambisari is added as a signatory on the SANITI, ASB bank accounts under Schedule 1, Section 20.7 of the Constitution.

H Devon, L Robinson      Carried

- SANITI Student Hardship Policy - Meeting held on 8 June 2022 to review the policy. Changes have been tracked for approval at Executive meeting on 29 June 2022.

**Motion:** That the updated SANITI Student Hardship Policy is approved for implementation from 4 July 2022.

F Schulz, H Duncan      Carried

- Student Executive Chair - Appointment of interim Chair.

**Motion:** That M Devon is confirmed as interim Chair on recommendation from the Advisory Board.

L Robinson, F Schulz      Carried

**Motion:** NMIT Committees - Further to the discussion with the Advisory Board, S Krammer has been in contact with the NMIT Committee Secretaries and Executive members and is waiting on confirmation of from both parties.

- Te Pūkenga Forums - Further to the discussion with the Advisory Board, S Krammer has approached M Devon to sit on these forums.
- NZUSA Forums - Further to the discussion with the Advisory Board, S Krammer has approached D Hall and M Devon to sit on these forums.
- President Appointment Sub-committee - J Britz has been contacted in relation to this sub-committee. Association is waiting on confirmation from J Britz.
- Vice President Election - B Signal (Returning Officer) has been contacted and confirmed Nominations will open on Thursday 30 June, with election being held on 3 August. A Hart to email the JD and Nomination form to the Executive.

**President's Report**

S Krammer tabled the report and stated that while this was the last meeting as Chair, S Krammer was happy to be handing over to M Devon as interim Chair.

### Strategic Goal Three – Independent representation

- Association attended Learning and Teaching on 4 May, and 25 May. Talking points were the status of the Programme Reps and ways of better collection of Te Pūkenga information.
- Association attended Academic Committee on 13 May, 11 May, and 15 June. Academic Committee approved new courses and confirmation of current course delivery.
- Association will be attending the Research and Ethics Committee meeting scheduled for 29 June and introducing H Duncan as the new student representative.
- Association attended the Te Pūkenga COVID-19 Wellbeing forum and Learner Leadership Group (LLG). Current focus is connecting M Devon with the LLC Chair, Aayla Peebles.
- NZUSA have conducted several informal catch ups over the last 6 months. The last catch up was 13 June. Association spoke with the NZUSA President, Andrew Lessels and discussed SANITI's current relationship with the NZUSA and future advocacy and representation that can be done in partnership.
- Six Executives were elected at AGM, with a further Executive member co-opted at the meeting held on 1 June 2022. Diversity within the Executive is reflective of the student body. Executive members will be reaching out to the student to further strengthen the student voice.

### Strategic Goal Four – Sustainability of the Association

- Association was pleased to receive a letter from Te Pūkenga on 10 June 2022 stating their continued support of the independent student voice, reconfirming the commitment to work alongside SANITI moving forward and giving an assurance that the current process for compulsory student services fee (CSSF) for Ākonga would remain the same for 2023.

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

H Duncan, M Sullivan Carried

### **Management and Financial Reports**

Financials tabled in conjunction with the Report: Transactions 27 May to 27 June 2022; Profit v Loss – Jan – May 2022 (actual); Profit v Loss – Jan – Dec 2022 (projected).

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

- Nelson – Association ran: a soup event (Nelson campus) on 8 June; hāngī event (Richmond campus) on 21 June; Matariki activities and a hāngī event (Nelson campus) on 23 June in partnership with NMIT; series of five events in conjunction with the NMIT Taster Week (Nelson campus) on 27 June to 1 July. In addition to these events the Association attended the international student lunch on 1 June and the Refugee background student lunch on 2 June and ran two online competitions for onsite and offsite students. Planning is now underway for ReO week 18-22 July.
- Marlborough/Woodbourne Campuses – Association has not run any events on these campuses during this period however the two online competitions have been accessible to all students, and two Base Woodbourne specific competitions have been run on campus.
- International Event Schedule – Association run a Quiz night on 15 June and a full activity programme has been 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. Association is concerned that students withdrawing from their programme of study in 1<sup>st</sup> semester, especially those courses that are unit standard based, may be impacted by the StudyLink requirement to pass a minimum of 50% of your programme in an 18-month period, in order to be eligible for the allowance and loan for course fees in the future.  
Association visited: Pelorus students on 31 May; Richmond campus on 1 June, 7 June, 15 June, and 22 June: Base Woodbourne and Marlborough campuses on 7 June and 14 June.
- Programme Representative System – Association programme reps numbers have remained constant throughout this period. Next meetings are scheduled for Nelson campus on 26 July, Richmond campus on 27 July and Base Woodbourne and Marlborough campuses on 2 August. Association is concerned to hear that there are still programme areas that have not been in contact or meet with their representatives and will be following up again

with M Kneepkens prior to the start of 2<sup>nd</sup> Semester. Association will be out promoting programme representatives with the cohorts starting on 18 July 2022.

- NMIT meeting schedule – Health, Safety and Wellbeing meeting for Marlborough on 3 June; Academic Standard and Quality Committee meetings on 7 June + E-meetings; Academic Committee on 15 June; Learning and Teaching Committee on 25 June; Research and Ethics meeting on 22 June. 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.
- Employment Information – Association continues to deliver the Employment Information services with seminars held in: Aquaculture – Kaitia (1 June); Arts and Media (2 June); CAP (3 June); Hairdressing (17 June); Hospitality (23 June). Alongside these sessions the Association has been supporting students with CV's, cover letters, interview skills and techniques and LinkedIn.
- Support – While COVID-19 continues to be an issue within the student body, many students are being impacted by winter flu and other conditions now. Association has been working with NMIT staff to support students to successfully complete their 1<sup>st</sup> semester study programmes.

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

Covered under President's report.

- Executive meetings – Special meetings held on 19 January and 26 January 2022 to discuss the impact of the vaccination mandate and options for students. Meeting held on 8 March 2022 however quorum was not met due in part to the impact of the vaccination mandate. Meetings and training held on 1 June and Special Executive meeting held on 15 June. Next meeting is scheduled for 29 June 2022.
- SGM – Scheduled for 18 October 2022
- Executive Election – Scheduled for 18 October in conjunction with SGM.
- NMIT Board – Report tabled and catch-up held on 22 February and 23 May 2022. Board report submitted for meeting scheduled for 4 July 2022. D Hall available to speak to the report on behalf of the Association.

### Other

- Hardship Fund for Learners Funding (HAFL) for Domestic Students – Ends on 30 June. No further hardship funding has been announced by Government at this time.
- SANITI Advisory Board – Advisory Board meeting was held on Zoom on 12 April 2022 and discussion have been taking place in relation to continuity planning for the transition period of the President and VP positions. Document tabled and discussed at the Special Executive meeting on 15 June 2022.

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

H Duncan, M Sullivan Carried

### **Correspondence**

1. Te Pūkenga – Response - 10.06.2022
2. Te Pūkenga – Operational Guidance Document
3. Email – Association Accountant – Sari Hodson – Approval for second signatory from the Advisory Board
4. Email – Association Auditor – Barry Signal – Approval for second signatory from the Advisory Board
5. SANITI – Letter to ASB – Credit Card

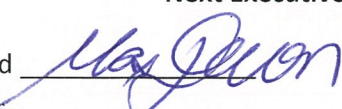
**Motion:** That correspondence is received.

H Duncan, F Schulz Carried

### **General Business**

- Nelson City Council – S Krammer to follow-up with NCC in regard to affordable housing options in Nelson. M Devon stated that NMIT had campuses in three different regions and that the issue needed to be raised with all three councils. S Krammer to liaise with M Devon.
- Health, Safety and Wellbeing – M Sullivan stated that there had been another issue with the GGI computer monitor. A Hart to follow-up with Curriculum Manager.
- Health, Safety and Wellbeing – M Devon stated that the tiles outside the Student Centre were slippery when wet. A Hart to follow-up with Campus Services.

**Next Executive Meeting to be scheduled for 3 August 2022**

Signed  Meeting closed at 4.40 pm

Date 3/8/2022

## Action List

No.	Action	Responsibility	Date
1.	Association to review other organisations policies including electronic systems.	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.	TTP to be approached in regard to training options	President	<ul style="list-style-type: none"> <li>▪ M Devon to follow-up in 2022.</li> </ul>
3.	Association Solicitor – new appointment made	General Manager/President	<ul style="list-style-type: none"> <li>▪ Conflict of interest has now been resolved. Referred to the Advisory Board.</li> </ul>
4.	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>
5.	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.</li> </ul>
6.	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>
7.	Signatories on account	President/General Manager	<ul style="list-style-type: none"> <li>▪ S Tambisari to be added as signatory on Association accounts – actioned 4/07/2022.</li> </ul>
8.	NMIT Committees	S Krammer	<ul style="list-style-type: none"> <li>▪ To liaise with NMIT Committees and Executive's members to provide a professional handover.</li> </ul>
9.	Executive Interim Chair	S Krammer/M Devon	<ul style="list-style-type: none"> <li>▪ Handover meeting held – actioned 30/06/2022. S Krammer to forward upcoming meeting schedule to M Devon.</li> </ul>
10.	VP Election	General Manager	<ul style="list-style-type: none"> <li>▪ To email documentation to Executive – actioned 30/06/2022.</li> </ul>
11.	CGI Monitors	General Manager	<ul style="list-style-type: none"> <li>▪ To advice NMIT about student's concern – actioned 1/07/2022</li> </ul>
12.	Tiles outside of Student Centre – Nelson Campus	General Manager	<ul style="list-style-type: none"> <li>▪ To advice NMIT about student's concern – actioned 4/07/2022</li> </ul>