

SANITI Executive Meeting 5 September 2024 (H127)

Meeting opened: 3.40pm

Present: Max Devon (President), Scott Bailey (Vice President), Alison Hart (Minutes Secretary/non-voting), Olivia Murray, Buddhika Daluwatte, Genevieve Redwood, Lawrence Manchala, Samara Baker (Zoom)

Apologies: Courtney Styles, Patu Noble

Absent: Basil Kuriakose, Peng Xing

Chair Carried

Karakia

Welcome karakia and kai blessed.

M Devon checked in with the Executive and asked them how they were getting on.

Confirmation of Minutes

M Devon tabled Minutes of the Executive meeting on 29 July 2024.

Motion: That the Minutes of the Executive meeting held on 29 July 2024 to be approved as a true and accurate record.

S Bailey, O Murray Carried

Matters Arising from the Minutes

- Programme Reps – A Hart stated that Kate Neame – NMIT Director Demand Management and Learner Services wished to apologise for the delay in responding to the feedback received from the meetings held 5-7 August 2024. A Hart stated that K Neame had given an assurance that responding to the feedback was a priority however current workload had not allowed her to do so.
- Paid Placements – NZNO holding a protest next weekend – 14th September.
- Te Mana Ākonga – Constitution has not been received. P Noble not present at meeting, so decision deferred to next meeting.
- Health and Safety – Waiting on report from Jackie Britz. A Hart to follow-up.
- NZ Police Awhi initiative – Working to obtain direct referrals to the Foodbank. Process is now in place in Marlborough.
- Rainbow tick – Initiative to be followed up in September. SANITI Marlborough staff member is registered for an initial training session.
- Compulsory Student Services Fee (CSSF) – M Devon to follow-up with Olivia Hall – Regional Executive Director.
- Strategic Planning meeting – Confirmed for Tuesday 17 September 2024. Invitation to be sent out to Programme representatives. Arrangements in place for Marlborough Executive member, S Baker to attend.
- Learner Network Pilot – Construction and Infrastructure Ākonga – Project is underway, and feedback being sought from students, Megan Riddell has been engaged to undertake additional hours for the delivery of this project.

President Reports

- The Education (Pastoral care of Tertiary and International Learners) Code of Practice Review – Te Pūkenga - Ongoing for 2025 until mid-year. 'Divisions' working towards next steps moving forward, continuity, connection and networking.
- Redesign of the vocational education and training system – Association has made a submission. Consultation is now closed.

- NMIT Committees – M Devon stated that she had still not received any notifications for Academic Committee. M Devon to follow-up now that she was back on campus.
- DARG Wānanga - 6-9 September 2024 at The Tides in Nelson. To be attended by neurodiverse/disabled ākonga, NMIT equity staff and Anna McMeeken (NMIT student). M Devon will be visiting the Wānanga and meeting with the student representatives from the other Divisions. M Devon to update the Executive at the next meeting.
- TEC Tupu Learner Advisory Committee Hui - To be held in Whakatane at the end of September. M Devon to update the Executive with a summary at the next meeting.
- Learner Leadership Group (LLG) – Representatives currently undertaking Tetramap Leadership training. M Devon stated that the training was great, and she would like to investigate training for the Executive.
- Touch Rugby Club - Visiting campus and inviting international and domestic students to join the club and create a NMIT/SANITI team.

Motion: That the President's Report is accepted.

O Murray, G Redwood

Carried

Management and Financial Reports

A Hart tabled the management report and financials: Transactions - 26.07.2024 to 4.09.2024.

Profit v Loss – Jan – July 2024 – actuals; Profit v Loss – Jan – Dec 2024 - projected.

Strategic Goal One – Fun Social Events and Strong Campus Culture

- Nelson/Richmond – Association ran: Burgers with music on 22 July (Nelson); Pancakes with DJ Will on 23 July (Nelson); Burgers with music 24 July (Richmond); Pulled Pork with music 29 July (Nelson). In addition to these events, the Association ran an online competition for re-o-week. The competition was open to both onsite and offsite students. Next event scheduled are Pancakes on 31 July (Richmond) and 28 August (Nelson).
- Marlborough/Woodbourne Campuses – Association's ran; Pita pockets on 25 July (Marlborough). In addition to this event, the Association ran an online competition for onsite and offsite students. Next event scheduled for Pizza on 30 July (Woodbourne) and 1 August (Marlborough).
- International Event Schedule – Association ran the postponed social bowling night for Blenheim students on 3 July. The activity was originally scheduled for 20 June but was moved due to staff availability. This was an instant hit, with some students trying bowling for the first time. The next scheduled activity is Hotspots tour on 1 August taking new Nelson and Richmond students around Nelson City complete with a fish and chips dinner.

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

- Advocacies – The Association independent advocacy and support services continues to be under pressure with the new July intake needing assistance with StudyLink, Fees Free, wellbeing and academic issues. Advocates are also working on Term 2 academic issues. Association is still having concerns relating to the inconsistent way AI is being managed across the NMIT programmes. Association will be working with the Programme areas in Term 3 to address these concerns.
- Programme Representative System – Association has five programme rep meetings scheduled over the week of 5 – 8 August on each campus and online via Zoom. The annual Programme Rep survey is scheduled to run during that same week.
- NMIT meeting schedule – During this period, the Association has been meeting with the Director Demand Management and Learner Success, the Health, Safety and Wellbeing team, Learner Services including Te Puna Manaaki, Campus services and academic staff in relation to the independent support and advocacy service.
- Employment Information – The Association ran an employment seminar for graduating Applied Management on 3 July, graduating Nursing on 17 July and new Applied Management on 22 July with total of 83 students attending. The next seminar is scheduled for 1 August. SANITI continues to identify employment opportunities, post job listings fortnightly, and build relationships with the business community for the benefit of students. Temp agencies have found that 600 less jobs have been listed locally compared to this time last year.

- Apprentice night and block courses – Association visited Carpentry block courses (Richmond) on 17 June, 1 July, 8 July, 15 July, 22 July and 29 July. Automotive block courses (Nelson) were visited on 17 June, 15 July and 29 July. Mechanical Engineering block courses (Nelson) were visited on 8 July, 22 July. Carpentry and Te Reo night courses in Marlborough were visited on 2 July, next scheduled visit is on 30 July.

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

Covered under President's report.

- Executive - Meetings held – 8 March, 27 March (Special), 8 May, 24 June, 8 July (Special), 29 July, next meeting is scheduled for 5 September 2024.
- Pastoral Code of Care – President attended a Te Pūkenga forum in Auckland 23 – 25 July 2024.
- Second General Meeting (SGM) – Scheduled for 22 October 2024.
- Executive Election – Scheduled for 22 October 2024 in conjunction with SGM.
- Advisory Board – Jackie Britz continues to undertake work relating to the reported incident. Scott Tambisari has provided the Association with apposition description for the Strategic Advisor position which will be discussed further at part of strategic planning. General Manager met with Tony Gray on 24 July 2024, consultation document relating to the disestablishment of Te Pūkenga is due out on the week of 29 July 2024.

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

- Te Pūkenga – There has been no further update from government.

Other

- Nelson Community Foodbank – Association attended the board meeting held on 23 July.
- Food Security Network – Association has been invited to a hui held by a Public Health Nutritionist with Te Whatu Ora on 1 August 2024 at Putangitangi Greenmedows Centre, Stoke.
- Auditor – New Statutory audit and review requirements under the changes to the Charities Act 2005. Changes require additional auditor accreditation when a charity has expenditure of over \$550,000 for three consistent years. Current qualified auditor does not hold the additional accreditation required by the new Act. Association has received a recommendation of a suitably accredited auditor. New auditor for the 2024 accounts will be confirmed at SGM 2024. Association would like to thank Barry Signal for his role as Association auditor and for the professional advice he has provided the Association.

Motion: That a recommendation is made for Simon Danson, Director NMA Marlborough Audit Ltd to be appointed to audit the Associations 2024 annual accounts and performance report.

M Devon, O Murray Carried

- Surveys – Association annual statistical survey starts on 8 August 2024. Association has requested a breakdown of students per programme area from NMIT for this purpose.

Motion: That the Management Report and financial reports are accepted.

S Bailey, O Murray Carried

Correspondence

No correspondence to table.

General Business

- Graduation After-Functions – A Hart stated that preparation was now underway for the 2024 graduations and after functions. A Hart stated that the Association needed to know, if the option of one free alcoholic drink was still important to students. Options discussed by the Executive. Executive confirmed that having the option of one free alcoholic drink was still important to students. A Hart stated that with a reduced event budget for 2024 the Association may need to go for the approval of additional funds from saving to run the after functions in their current format. Executive were supportive of going for additional funds. Executive agreed that 2024 was not the year to make changes in the format. Students were already being impacted by other changes in the tertiary education environment. A Hart to review the budget and draft a motion to be tabled at SGM.

Next Executive meeting scheduled for Tuesday 5 November.
Time to be confirmed based on Executive availability

Meeting closed at 4.50pm

Signed 

Date 5/11/2024

Action List

No.	Action	Responsibility	Date
1.	Association to review other organisations policies including electronic systems.	President and Executive with the assistance from the General Manager. Ongoing	▪ Policies would continue to be reviewed, and provision put in place for them to be uploaded onto the website.
2.	Student Groups	President /General Manager	▪ Association working with Learner Services to support the existing initiatives. Ongoing.
3.	Placement/block course students. Sub-committee to meet and look at campaign options to feedback to the Executive.	Olivia Murray/President	▪ ANZSWA and NZNO currently working on this issue.
4.	Te Mana Ākonga (TMA)	Patu Noble/President	▪ Waiting on the constitution.
5.	Sustainability of the Executive as current Executives graduate.	Executive/GM	▪ To be discussed as part of Strategic Planning.
6.	Health, Safety and Wellbeing	GM/Executive	▪ Waiting on report and recommendations from Jackie Britz (Advisory Board)
7.	NZ Police Awhi initiative	GM/Staff	▪ Work with the Police representative to coordinate access to food parcels
8.	A safer campus for all – Rainbow Tick programme	GM/Staff	▪ To review programme in September and if feasible enrol SANITI. Programme involves training and the development of policies.
9.	CSSF – questions for NMIT	President/GM	▪ Request NMIT for a response to the Executive's questions.
10.	Redesign of vocational education and training system	Executive/President/GM	▪ Submission made. Waiting on outcome from the Minister.
11.	NMIT Committee notifications	President	▪ To follow-up with NMIT regarding notifications and delegation of proxies.
12.	Auditor	GM/President/Executive	▪ Motion to be tabled at SGM for approval.
13.	Graduation after-function. Event budget to be reviewed.	GM/President	▪ Additional funding tabled for approval at SGM if needed.
14.	Annual survey	Staff	▪ To be tabled at Strategic planning
15.	Learner Network Pilot	GM	▪ Delivery now underway

