

**SANITI Executive Meeting 5 November 2024
(Ake Ake, N Block, NMIT Nelson Campus)**

Meeting opened: 5.05pm

Present: Max Devon (President), Scott Bailey (Vice President), Alison Hart (Minutes Secretary/non-voting), Olivia Murray, Lawrence Manchala, Courtney Styles, Patu Noble, Buddhika Daluwatte

Apologies: Genevieve Redwood, Samara Barker

Absent: Basil Kuriakose, Peng Xing

Chair Carried

Karakia

S Bailey led the karakia and blessed the kai.

M Devon thanked the Executive for taking time out from the sharp end of the year to attend the meeting.

Confirmation of Minutes

M Devon tabled Minutes of the Executive meeting on 5 September 2024.

Motion: That the Minutes of the Executive meeting held on 5 September 2024 to be approved as a true and accurate record.

S Bailey, O Murray Carried

5.15pm Buddhika Daluwatte arrived.

Matters Arising from the Minutes

- (i) Association Policies – Key policies currently being updated for approval before the end of the year. Sub-committee to be held before 13 December 2024.
- (ii) Te Mana Ākonga – Executive confirmed that they would not be signing the Association on as members.
- (iii) NZ Police Awhi initiative – Association will be attending a Food Hui hosted by the NCC on 27 November. Police representative has been invited to attend.
- (iv) Rainbow tick – Plan to be put in place for 2025.
- (v) Compulsory Student Services Fee – Association has received an acknowledgement from NMIT on receipt of the correspondence with TEC. NMIT stated they would follow-up with TEC and come back to the Association.
- (vi) Succession and continuity planning – Plan to be further developed in February 2025 and include Programme representatives, Executive and Presidents roles.
- (vii) Auditor – New auditor approved at SGM. Association to complete compliance paperwork by the end of the 2024.
- (viii) Graduation – Budgets have been reviewed. Application for Special Alcohol licence was submitted on 5 November 2024.
- (ix) Learner Network Pilot – Last focus group is scheduled for 6 November 2024. Report due to NMIT by 8 November 2024. Plan for moving forward will be included in the final report.

President Report – Verbal

M Devon stated that report information had been covered under 'Matters Arising'.

- NMIT Gradations – Marlborough scheduled for Tuesday 10 December. Nelson's two ceremonies are scheduled for Friday 13 December 2024.
- Executive – M Devon wished to formally acknowledge the Executive and how much extra mahi they had undertaken in 2024. M Devon stated that she wished to thank the graduating Executive, Lawrence Manchala, Buddhika

Daluwatte, Basil Kuriakose and Peng Xing. M Devon also wished to thank G Redwood who had not applied for the 2025 and thanked her for representing the student body on the NMIT Research and Ethics Committee.

- **Annual Leave** - M Devon stated that she wished to formally thank A Hart for going above and beyond in 2024. A Hart would be on annual leave 14-22 November for a well deserved break.

Motion: That the President's Report is accepted.

O Murray, C Styles

Carried

Management and Financial Reports

A Hart tabled the management report and financials: Transactions – 5.09.2024 to 1.11.2024.

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

Strategic Goal One – Fun Social Events and Strong Campus Culture

- **Nelson/Richmond** – Association ran: Sloppy Joe's on 9 September (Richmond); Roast kumara and chicken salad on 19 September (Nelson); Donuts on 24 September (Nelson); Pizza on 21 October (Nelson). In addition to these on campus events, the Association ran an online competition open to both onsite and offsite students for Māori Language week and a lollie jug for Mental Health Awareness Week (MHAW). The Association collaborated with Te Puna Manaaki to provide online competitions to all students. Next event scheduled for 5 November (Nelson). Planning is underway for the graduation after-function scheduled for Friday 13 December 2024.
- **Marlborough/Woodbourne Campuses** – Association ran: Sloppy Joe's on 12 September (Woodbourne); Donuts on 25 September (Marlborough). In addition to these on campus events, the Association ran an online competition open to both onsite and offsite students for Māori Language week, lollie jug for Mental Health Awareness Week (MHAW). Planning is underway for the graduation after-function scheduled for Tuesday 10 December 2024.
- **International Event Schedule** – Association ran a bowling activity on 14 September. This was a postponement and an alternative to St Arnaud as the weather was not good enough to run the trip. Staff took two vans to the Action centre in Richmond and came back to Nelson campus for lunch. Association received confirming on Friday 1 November of additional funding for a 'Hotspot Tour' for international students who arrived in October 2024.

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

- **Advocacies** – Association independent support and advocacy service continues to be busy with hardship, academic issues, mental health, and personal issues. Association has also been working with StudyLink to deliver information sessions for secondary school students looking at entering tertiary education in 2025.
- **Programme Representative System** – Association ran the final five programme rep meetings for 2024 over 15, 16 and 17 October on each campus and online via Zoom. Certificates have been created, students who have opted for a physical copy have been contacted to collect, digital certificates were emailed on 4 November 2024. NMIT response to the rep feedback collected from previous meetings held in August has not been received. Association has followed up with Kate Neame and is waiting to hear back.
- **NMIT meeting schedule** – Association attended: Academic and Quality on 22 October; Health, Safety and Wellbeing on 8 October 2024. During this period, the Association has also been meeting with the Director Demand Management and Learner Success, Learner Services including Te Puna Manaaki, Campus services and academic staff in relation to the independent support and advocacy service.
- **Employment Information** – Association ran employment seminars for Applied Management students with 31 students attending. SANITI continues to identify employment opportunities, post job listings fortnightly, and build relationships with the business community for the benefit of students. Association also continues to identify any part-time and term break work opportunities for students with agencies.
- **Apprentice night and block courses** – Association visited Carpentry block courses (Richmond) on 23, 30 September, 7, 14, 21 October and 4 November. Automotive block courses (Nelson) were visited on 30 September, 7 October and 4 November. Mechanical Engineering block courses (Nelson) were visited on 1 and 14 October. Carpentry and Te Reo night courses in Marlborough were visited on 10 September.

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

- **Executive Election** – Association welcomes newly elected members for 2025, Chamila Jayawickrame and Sadia Islam. Association congratulates Samara Barker on being re-elected for 2025.

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

- **Te Pūkenga** – There has been no further update from government.
- **TEC** – Association has been in contact with TEC to clarify the consultation process for Compulsory Student Services Fees (CSSF). Association has provided NMIT with the correspondence and is waiting to hear.

Other

- **Nelson Community Foodbank** – Meeting scheduled for October was postponed due to the availability of Board members. Foodbank is requesting feedback on parcels (what food is being used, what food is not being used) from clients. Please provide any feedback you receive to Alison Hart. Next scheduled board meeting is on 26 November.
- **Spring Festival events** – Association collaborated with Whanake Youth to provide food at their spring fest events held on Richmond, Marlborough and Nelson campus. Providing hotdogs at Marlborough and Nelson campuses. Association collaborated with Te Puna Manaaki to provide information about wellbeing and support over the summer period.

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

L Manchala, S Bailey Carried

Correspondence

No correspondence to table.

General Business

- Complaint

Motion: That the meeting move into 'Committee of the Whole' under Schedule 2 – Standing Orders and Policies, section 7 of the Association Constitution.

Chair Carried

Motion: That the meeting move out of 'Committee of the Whole' under Schedule 2 – Standing Orders and Policies, section 7 of the Association Constitution.

Chair Carried

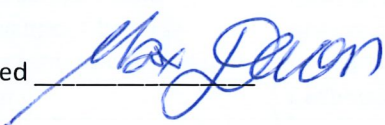
Closing karakia led by M Devon

Next Executive get-together is scheduled for Tuesday 26 November.

Date for first Executive meeting for 2025 to be confirmed based on Executive availability

Meeting closed at 6.05pm

Signed



Date

20/03/2025

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	Key policies to be approved by 13 December 2024. 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.	Sustainability of the Executive as current Executives graduate.	Executive/GM	Discussed at Strategic planning. M Devon to talk with Jackie Britz. Planned developed prior to AGM 2025.
4.	Health, Safety and Wellbeing	GM/Executive	Waiting on report and recommendations from Jackie Britz (Advisory Board)
5.	NZ Police Awhi initiative	GM/Staff	Work with the Police representative to coordinate access to food parcels
6.	A safer campus for all – Rainbow Tick programme	GM/Staff	To be included in professional development plans for 2025.
7.	CSSF – questions for NMIT	President/GM	Request NMIT for a response to the correspondence from TEC.
8.	Redesign of vocational education and training system	Executive/President/GM	Waiting on further announcements from the Minister.
9.	Auditor	GM/President/Executive	Appointment has been approved. Documentation to be completed and emailed to Auditor before 13 December 2024.
10.	Learner Network Pilot	GM	Final report to be submitted by 8 November 2024.