

SANITI

Student Association of the Nelson-Marlborough Institute of Technology Inc.

Minutes of Second General Meeting held 22 October 2024, Kōwhai Lounge, NMIT Nelson Campus

Meeting opened at 12.10pm.

Karakia/Welcome: Max Devon welcomed the students and thanked them for attending the meeting. M Devon introduced the panel and Executive members in attendance at the meeting.

Present: Max Devon (President), Alison Hart (Minute Secretary), Barry Signal (Returning Officer), Scott Bailey (Vice President), others as per attached register.

Apologies: Samara Barker, Gen Redwood, Courtney Styles, Pauline Warne (Accountant)

Chair

Carried

Confirmation of Minutes

M Devon tabled Minutes of the Second General Meeting on 17 October 2023. Minutes have been available to students for the last 12 months.

Motion: That the Minutes of SANITI Second General Meeting held on 17 October 2023 be accepted as true and correct.

Olivia Murray, Lawrence Manchala

Carried

Matters Arising

Covered under later Agenda items

President's Report

M Devon tabled the President's report and stated that she would speak to the key points.

Congratulations to the team for completing 22 years of providing independent support. We all look forward to what the 23rd year holds. 2024 has been a challenging year, navigating the meteoric rise of the cost-of-living, shifting sands of the political landscape, and the constant evolution that is Te Pūkenga or not, all the while being students and having lives. 2024 has been the year of graft. While all that is going on in the background, the team has never let it affect the way they interact and help students with anything they need. On behalf of the student body, I would like to say a massive thank you to the SANITI team for looking after us and keeping us sane enough to carry on.

Operational Excellence

- **SANITI 2024 survey** showed, 96% of students are aware of SANITI services, we asked what the best way was to let students know what SANITI provides, 62% said class talks worked for them.
- **Continued independent support** and advocacy services for students, SANITI 2024 survey showed 91% of students were aware of the service. Services were under pressure due to continued high cost-of-living financial struggles and transitional processes to disestablish Te Pūkenga.
- **Worked collaboratively** with NMIT to issue Manaaki funding to help students struggling with unexpected situations. Worked collaboratively with Te Puna Manaaki to provide an online competition for Mental Health Awareness Week. Worked collaboratively with Whanake Youth to provide event consumables and promote services at Spring fest held across NMIT campuses.
- **Continued regular and consistent support** visits to Richmond campus. Blenheim staff member continued to support Base Woodbourne and Marlborough campuses.
- **Maintained the delivery** of a full event schedule providing a mixture of on-campus events and online activities. Including Orientation week, Re-O-week, Matariki, 22nd Birthday celebration, Online competitions and Māori language week.

- Increased followers on social media and engagement with online competitions.
- Providing International activities in conjunction with NMIT to short-term and long-term studying international students.
- Leaner Network Pilot, Association organised and ran an event for Construction and Infrastructure students. The Construction Collective connected Carpentry, Joinery and Civil Engineering students and apprentices. The event also connected these students with local industry.
- Service Level Agreements (SLA) Successful delivery of the NMIT SLA. Successful delivery of the Ara SLA delivering an independent support and advocacy service to Ara students and securing additional funding for additional staffing in 2025.
- StudyLink Outreach officer, SANITI developed a relationship with StudyLink's local representative Naomi Winslade. This relationship has benefited students who had issues relating to their allowance, loan, etc.
- Following reduced CSSF funding allocation all SANITI service delivery has been subsidised from approved Association savings. This includes additional staff hours and annual leave liabilities.

Executive - Throughout 2024 our executive has represent our growing student body. Thank you to Scott Baliey, Vice President for your continued support. Thank you to our outgoing Executives: Buddhika Daluwatte, Lawrence Manchala, Basil Kuriakose, Gen Redwood and Peng Xing thanks and good luck for your future endeavours. A big thank you to all our current executives for all their ongoing mahi and commitments to SANITI throughout this year, you are all very much appreciated, and I look forward to working with you in 2025.

Executive excellences:

- Active membership within NMIT committees
- Active quality engagement within Te Pūkenga Learner Leadership Group, co-design, networks and forums
 - Membership on: NZQA Pastoral Care Code quality student advisory board; National Disabled Student Association (NDSA); Tupu – TEC student and learner advisory committee
- Ongoing support of the SANITI staff with promotion and on-campus events schedule

SANITI Professional Advisory Board - An important group to also give thanks to is the SANITI Professional Advisory Board for being great mentors of the Executive and providing great guidance to the Association during this year. Thank you, Scott Tambisari, Jackie Britz, and Tony Gray.

2025 Strategic Plan - The Student Executive consulted on the Strategic Plan, with the support of the SANITI team and the Advisory Board. Goals 1-4 have been developed and adapted based on the SANITI 2024 student statistical survey.

- Goal **one**: Social events to foster a strong integrated campus culture
- Goal **two**: Friendly independent advocacy and support for all students
- Goal **three**: Independent representation of the student voice and collaborative student engagement
- Goal **four**: Thriving, sustainable and future focused Student Association

SANITI has received from NMIT, the intent to confirm a schedule for the provision of advocacy and representation within the 2025 SLA. This will mean a major reduction in CSSF allocation to SANITI and thus has the potential to have a significant impact upon the service delivery SANITI could provide in 2025.

The NMIT Student Statistical survey was released on 16 October 2024, we believe that completing this survey is important as it will have a direct impact upon the services SANITI may be able to provide for students in 2025.

This forms part of the NMIT student consultation process, however, this does not completely comply with the TEC requirements set out in the CSSF guidelines which means that students are not getting to have an authentic voice in the provision of student support services.

Auditor - Charities Act has additional requirements for organisation that had operating expenditure over \$500,000 for the previous two accounting periods. As a result of these new requirements the Association

needs to appoint a new auditor. Association Executive recommend that Simon Danson, Direct NMA Marlborough Audit LTD is appointed to complete the audit for the 2024 financial year.

Motion: That Simon Danson, Director NMA Marlborough Audit Ltd is appointed to audit the Associations 2024 accounts.
Buddhika Daluwatte, Lawrence Manchala Carried

2024 Expenditure - M Devon stated that AGM it was agreed that if additional staff wages were needed in 2024, they could be tabled for approval at SGM.

Motion: That \$26,000 from savings are approved to cover additional staffing hours and annual leave liabilities.

Melissa Foskett, Sadia Islam Carried

Motion: That the President's Report be received and accepted.

Olivia Murray, Scott Bailey Carried

Student Association Fees

M Devon stated that under the SANITI Constitution there was provision for a membership fee to be charged. SLA funding and savings were expected to cover the cost of 2025 delivery and allowed the Association to be accessible to all students.

Motion: That SANITI membership fees for 2025 are set at \$0.

Chamila Jayawickrame, Buddhika Daluwatte Carried

2024 Strategic Plan

M Devon stated that the Strategic and Operational Plan had been covered under the President's report. M Devon stated that the Strategic Plan was subject to the Service Level Agreement with NMIT/Te Pūkenga, which provided funding for Goal 1 and Goal 2. M Devon asked for any questions from the meeting. Meeting happy to move forward with a Motion for approval.

Motion: That the Strategic plan be accepted for 2025 is accepted subject to confirmation of SLA Schedules.

Sadia Islam, Chamila Jayawickrame Carried

Budget for 2025

M Devon tabled the budget for 2025 and asked A Hart to answer any questions.

- A Hart stated that the Strategic Plan needed to be read and tabled in conjunction with the Budget, as the plan could not be implemented without the resources.
- The 2025 Budget had been developed based on 2024 funding and actual expenditure to date. If there were any significant changes to the budget these would be tabled at AGM in 2025.
- A Hart explained that the Association had investments, which would be used to supplement the income from the SLA. These funds provided security for students and NMIT in relation to contracts and ongoing service provision.
- A Hart stated as discussed under the Presidents report NMIT had indicated that the service provision was under review.
- A Hart stated that the budget was subject to resourcing from NMIT and Ara through the Service Level Agreements.

Motion: That the Budget for 2025 is accepted subject to confirmation of SLA funding.

Olivia Murray, Buddhika Daluwatte Carried

Chair ceded to B Signal - Returning Officer

Election of Incoming Executives

- B Signal stated that there five positions available on the Executive and that four nominations had been received by the Association from Samara Barker, Sadia Islam, Chamila Jayawickrame and Shiranti Perera.
- B Signal stated that while there was one position available the Association was seeking nominations from Base Woodbourne, Richmond campus or offsite students so that they had representation. Position would remain open until AGM 2025 to allow for appropriate nominees to be found.
- **Motion:** That nominations for the 2025 Executive were now closed.
- Chair Carried

- B Signal stated that he would now open the meeting to give the candidates an opportunity to speak to their nomination.
- Sadia Islam and Chamila Jayawickrame spoke to the meeting. M Devon spoke on Samara Barkers behalf as S Barker is based in Marlborough and was not available to attend the meeting.
- B Signal asked if Shiranti Perera was present. Sadia Islam and Chamila Jayawickrame stated that Shiranti Perera no longer wished to stand for the Executive. B Signal stated that S Perera had not provided 200 words as required for the nomination to be accepted, was not present at the meeting, had not lodged and apology, had indicated they no longer wished stand for the position therefore their nomination would be withdrawn.
- B Signal stated that the meeting could either vote for the three remaining candidates or no confidence.
- B Signal stated as there were three candidates standing for five positions voting could take place by a "show of hands.
- Meeting elected by 'show of the hands' that the three candidates were accepted as 2025 Executive members.

Motion: That Samara Barker, Sadia Islam and Chamila Jayawickrame be accepted as 2025 Executive members.

Chair Carried

Chair ceded to M Devon.

General Business

- Thank you to Barry Signal - M Devon stated that wished to thank Barry Signal for his role as Auditor for the Association since 2002. M Devon stated that Barry's advice and guidance had been invaluable. Barry Signal stated that he had enjoyed working with all the Executive and staff and wished the Association many more productive years representing and supporting students.

M Devon congratulated the new Executive members and thanked the meeting for taking the time to attend. M Devon wished everyone the best of luck for end of year assignments and exams.

Meeting Closed 1.00pm

Signed _____

Dated _____