

**Auckland University of Technology Student Association | Tāmaki Herenga Taurira
Student Representative Council Meeting**

AGENDA

Date: Thursday 17 October
 Time: 12:00 pm – 2:00 pm
 Venue: AUTSA Student Lounge, City Campus | [Microsoft Teams](#)
 Chair: Alicia Lemmer – President
 Attendees: Tasfia Mahmood – Vice President Academic
 Sharmin Memon – North Campus Representative
 Rohan Patel – City Campus Representative
 C Fonseca – Culture and Society Faculty Representative
 Sophie Lei – Design and Creative Technologies Faculty Representative
 Chloe McDonald – Disability Affairs Officer
 Merlin Babu – Wellbeing Officer
 Kelsey Moleu – Diversity Affairs Officer
 Jie Yin – International Affairs Officer
 Apologies: Regina Tao – Vice President Community
 James McBain – South Campus Representative
 Ayse Almila Kilic – Business, Economics and Law Faculty Representative
 Louisa Marschner – Health and Environmental Sciences Faculty Representative
 In attendance: Ashrit Nand – AUTSA Advocate

SRC KARAKIA

Whāia rawatia te mōhiotanga
 me te mārama ki ngā kōrero a tēnā, a tēnā.
 Kia kaha, kia māia e tutuki ai ngā wawata me ngā tūmanakotanga
 Kia ngākau māhaki, kia aronui ki ngā whakatau a ētahi atu,
 Kia manawanui, kia manawaroa, kia aroha tētahi ki tētahi
 Mā te mahi tahi i raro i ngā kaupapa o te tika me te pono
 e ora ai tātou katoa o Te Wānanga Aronui o Tāmaki-makau-rau

We seek wisdom, understanding,
 insights into the views and circumstances of others,
 strength to seek what we believe in,
 humility to accept the combined decisions of others,
 patience, good humour at all times, tolerance and courtesy,
 while working in the best interests,
 of our community at the Auckland University of Technology.

#	AGENDA	TIME
1	Attendance, quorum, conflicts of interest, call for general business items	2
2	Motion to Ratify September 19 Meeting Minutes	2
3	Motion to Accept the President’s Report	3
4	Motion to Accept the Vice President Academic’s Report	3
5	Motion to Accept the Vice President Community’s Report	3
ACTION POINTS FROM SEPTEMBER 19 MEETING		
6	Ideation for Student Association Presidents Conference	10
7	Informing Sharmin and Louisa about Unpaid Placements Aotearoa	2

8	Complementary Ball Ticket Interest	2
9	AUTSA x Tītahi Ki Tua Memorandum of Understanding Update	5
10	AUTSA Governance Board Discussion with Alicia <ul style="list-style-type: none"> • Questions to the Board • AUTSA Budget Consultation 	20
11	Week 12 Event Update with Kelsey	5
12	SRC Report Roundup	10
13	Advocacy Roundup with Ashrit	5
14	General business	
CLOSING KARAKIA		
<p>Kia whakairia te tapu Kia wātea ai te ara Kia turuki whakataha ai Kia turuki whakataha ai Haumi e. Hui e. Tāiki e!</p> <p><i>Restrictions are moved aside So the pathways are clear To return to everyday activities</i></p>		

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Student Representative Council Meeting**

DRAFT MINUTES TO BE RATIFIED AT THE NEXT SRC MEETING

Held on Thursday 19 September 2024 | 12:00 pm – 2:00 pm

Chair: Alicia Lemmer – President

Present:

- C Fonseca – Culture and Society Faculty Representative
- Sophie Lei – Design and Creative Technologies Faculty Representative (online)
- Sharmin Memon – North Campus Representative (arrived 12:10pm)
- Chloe McDonald – Disability Affairs Officer
- Kelsey Moleu – Diversity Affairs Officer
- Jie Yin – International Affairs Officer (left 12:37pm)

Apologies:

- Tasfia Mahmood – Vice President Academic
- Regina Tao – Vice President Community
- Ayse Almila Kilic – Business, Economics, and Law Faculty Representative
- Louisa Marschner – Health and Environmental Sciences Faculty Representative
- Rohan Patel – City Campus Representative
- James McBain – South Campus Representative
- Merlin Babu – Wellbeing Officer

In attendance:

- Ashrit Nand – AUTSA Advocate
- Ashley Kirkness – AUTSA Head of Events (online)
- Madz Crouth – AUTSA Head of Student Communities (online)

Absent:

- Āria Harrison-Sparke - Māori Affairs Officer

Minutes: Willy Leiataua – AUTSA Student Representative Coordinator

SRC KARAKIA, QUORUM, CONFLICTS OF INTEREST, GENERAL BUSINESS ITEMS	
The meeting started at 12:03pm and Chloe recited the SRC Karakia.	
There was no quorum, therefore motions up for a vote would be pushed to the next meeting. Alicia reiterated the SRC’s purpose of representing student voices in these meetings, referencing the Charter put together earlier this year. A discussion about the AUTSA Ball and the Special General Meeting was put under General Business.	
#	AGENDA
2	12:09pm: Motion to Ratify August 22 Meeting Minutes

	<p>Sharmin arrived and quorum was reached at 12:10pm. The motion to ratify was moved by Chloe and seconded by Kelsey. With minor corrections, the meeting minutes from August were ratified.</p>
3	<p>12:14pm: Motion to Accept the President’s Report</p> <p>AUTSA will be hosting a Student Association Presidents Conference from November 21 to November 22. Alicia strongly encouraged SRC members to be in attendance.</p> <p>AP: SRC to get involved in ideation for Presidents Conference happening November 21-22.</p>
4	<p>12:17pm: AUTSA Constitution Discussion</p> <p>Alicia spoke on the next steps for the proposed AUTSA Constitution. This included going over the feedback, sending it to the law firm overlooking the Constitution, before making a newly revised Constitution available for viewing, three weeks in advance of the Special General Meeting in Week 12, where attendees vote on whether to ratify the new Constitution. Regarding the Special General Meeting, Alicia strongly advised SRC to be in attendance from 11:00am to 2:00pm, to welcome and gather students to attend the meeting. SRC members keen to give notice in advance of the meeting to help should reach out to Willy.</p> <p>Kelsey raised questions about the composition of the Student Representative Council, as well as the term ‘Officer’ in the proposed Constitution. Alicia clarified that there would be flexibility in establishing positions, and that, for example, AUTSA Governance Board Independent Directors would be ‘Officers’ as they are legally liable for the organisation – not Student Representative Council members, who are currently referred to as ‘Officers.’</p> <p>Alicia emphasised the importance of the Special General Meeting, to strongly encourage student attendance and to dispel misconceptions about the proposed Constitution.</p>
5	<p>12:29pm: AUTSA x Tītahi Ki Tua Memorandum of Understanding Discussion</p> <p>Alicia went over the Memorandum of Understanding, covering the aims of the document, namely AUTSA’s commitment to Te Tiriti through AUT’s Te Tiriti Framework, Te Aronui. Alicia then covered what AUTSA and Tītahi Ki Tua – the AUT Māori Student Association - would commit to going forward according to the Memorandum of Understanding.</p> <p>The Memorandum of Understanding is up for review, with the document open for feedback by AUT students until Friday 4 October. Going forward, the Memorandum of Understanding will be reviewed every couple of years between AUTSA and Tītahi Ki Tua.</p> <p>Chloe questioned how commitments will be measured. Alicia noted down the feedback, reminding the SRC the Memorandum of Understanding has undergone extensive conversations and work, and that it is made in good faith between AUTSA and Tītahi Ki Tua.</p>
6	<p>12:38pm: Advocacy Roundup with Ashrit</p>

	<p>Kelsey raised a reminder on a code of conduct, as well as a student receiving verbal abuse. Alicia received an email about unpaid placements and highlighted the issue to the wider SRC.</p>
<p>7</p>	<p>12:42pm: SRC Report Roundup</p> <p>Chloe attended a panel, giving feedback to the Academic Quality Agency, and will attend a follow up session. She noted a lack of promotion coverage for events run by AUT Disability Student Services, citing possibly only promoting through the AUT app. She also attended the monthly AUTSA Clubs Executive Meeting as President of the AUT Disabled Student Association. She noted she is currently preparing for a sausage sizzle activation.</p> <p>Kelsey noted a quiet period so far in September, attending meetings and events, and spreading awareness of AUTSA services in general.</p> <p>Sophie reported attending meetings and mitigating commitments.</p> <p>Sharmin recalled an informal catchup with Louisa about placement issues. For nursing students, Southern Cross have begun scholarships which will help ensure recipients are paid while on placement, as well as equipped with a starter pack. However, the issue of unpaid placements is ongoing, recalling issues in placements for education students. A survey is being put together to gauge how clinical students are finding their course overall. A different survey about experiences on different AUT campuses is undergoing edits before being distributed out to students – Sharmin suggested possible funding for incentives to fill out.</p> <p>Alicia brought up a meeting held between student association Presidents and mentioned a campaign addressing unpaid placements. Alicia opened an opportunity for delegates from the SRC to keep the campaign going.</p> <p>AP: Alicia to inform Sharmin and Louisa about Unpaid Placements Aotearoa</p> <p>C reported a quiet period during the mid-semester break. They mentioned meeting up with the CSOC Academic Student Representatives (ASRs), gathering feedback on a range of areas such as lecture recordings, online vs in-person lectures. C mentioned that international students are unable to do online papers, as they are required to be on campus for classes. C provided feedback for the ASR model going forward, saying the more ASRs per major under CSOC, the better the spread workload-wise for future CSOC ASRs and CSOC Faculty Representatives. C reported the AUTSA Ball Committee is going well. C also noted an upcoming Board of Studies meeting in the CSOC faculty.</p> <p>Alicia asked C about how the ASR model was going particularly for the CSOC faculty. C noted a low turnout of ASRs at a recent CSOC Student Staff Consultative Forum. Sophie also noted a low turnout of DCT ASRs at a recent DCT Student Staff Consultative Forum.</p> <p>Kelsey referenced a buddy system idea Merlin was working on and, noting that Merlin and Regina will not be returning to the SRC next year, expressed interest to help with the planning of said buddy system next year.</p>
<p>8</p>	<p>1:03pm: Event Collaboration Invitation with the Diversity Affairs Officer</p>

	<p>Kelsey spoke about her event occurring on the Friday of Week 12 (October 18). The event will utilise Hikuwai Plaza, a marquee set up in Hikuwai Plaza, the AUTSA Student Lounge, and Vesbar. Kelsey invited the SRC present to participate in the rollout of the event, detailing exactly what SRC members would undertake should they come on board. SRC should email Kelsey if they are interested. Kelsey emphasised that students attending the Week 12 Event will look back on their time attending AUT towards the end of 2024 with good times, as opposed to stressful times due to assessment pressures.</p>
9	<p>General business</p> <p>Madz addressed the SRC, strongly encouraging members to honour and maintain their commitment to their positions, particularly since the cohort is entering its final quarter and many members not returning next year. Madz touched on absences in SRC meetings and noted that repeated patterns of absences are a cause for concern. The next SRC cohort in 2025 will have the exact same conversation from the start of their tenure. Madz then encouraged the SRC to reach out if they need anything support-wise.</p> <p>The AUTSA Ball was briefly discussed, with complementary tickets available for SRC members – any members interested may email Alicia.</p> <p>Kelsey brought up an activation Chloe is interested in carrying out, involving a sausage sizzle and raising awareness to disabilities as part of the Disability Students Association.</p>
<p>Alicia recited the ending karakia. The meeting closed at 1:25pm.</p>	

SUMMARY OF ACTION POINTS		
ACTION	WHO	DUE
Ideation for Presidents Conference	Alicia	October 17
Alicia to inform Sharmin and Louisa about Unpaid Placements Aotearoa	Alicia	October 17
Complementary Ball Ticket Interest	SRC	September 27



AUT Student Association | Tāmaki Herenga Taurira

Student Representative Council

Academic Vice President Report

Tasfia Mahmood

Month Covered: September

Summary

September has been quite busy, with the university preparing for the academic audit, AUTSA planning the ball and multiple rolling projects so far. It is also the month of heavy assignments as we slowly start to head into final exam preparations and weeks.

What have I been up to?

Meetings, events, trainings attended this month

1. Further reflection and progress report for Learning and Teaching committee
2. Catch up and check in sessions with President and VP community
3. Ideation and brainstorming for an ASR model for research masters programme
4. Corresponding with Learning and Teaching committee members and further staff regarding employability issues
5. Prompting further reminder emails to be sent to academics regarding old lecture material to be withdrawn and updated content to be uploaded
6. Catching up with Felicity, Heather and Alicia regarding academic matters, both as issues and potential policies. Discussed further planning for academic assistance, the use of AI in the university and employability issues
7. Updating information on the paid-placements campaign
8. Raising issues regarding lack of information of co-op placements and WIL placements with Felicity, Heather, Employability and the Learning and Teaching committee.
9. Discussing great graduate profiles and strategies used by BEL faculty with Nirisha

Highlighted feedback/issues gathered related to student issues

General feedback:

A busy month with many rolling projects, lots of admin and correspondence but also determining potential schedules for new policies to roll out. Working on my personal goals of understanding and pushing for better employability strategies and connections between employers and the characteristics of each school. Also looking to increase academic assistance in absence of a centralised support system (the previous Peer Mentors facility).



Plans for next month to address feedback/issues:

Familiarise myself with AQA documents and policy review.

Brainstorm ideas and potential strategies for a student representative system for postgraduate students, catering to the needs of both the taught and research programmes

Increase correspondence regarding employability with all faculties, meet with student success teams and graduate teams to discuss strategies and increase inter-faculty collaboration

Look into further peer mentor equivalent services being provided in faculties

Areas of support needed from SRC/AUTSA:

Additional notes:



Tāmaki Herenga Taurira (AUTSA) | VP Community Report | Author: Regina Tao

Period Covered: September 2024

Summary

The key highlights and issues this month include strategising with the board to make the right call to forward the future of AUTSA, concluding the MOU with TKT and preparing with promo videos for the upcoming events. Overall it has been relatively busy with the many events occurring with TKT MOU, AUTSA ball, SGM and Elections. Discussions with AUT have also been had about how to improve their Comms Advisory roadmap plan for students.

What have I been up to?

Meetings, events, trainings attended this month

1. AUTSA board meeting
2. Catchup with Merlin
3. Promo videos – SGM and Ball
4. Comms Advisory Meeting AUT
5. AUSA x AUTSA meeting
6. TKT AUTSA MOU

Highlighted feedback/issues gathered by you related to student issues

General feedback:

NA

Specific feedback:

Student no.#	Feedback collected
NA	



Plans for next months to address the feedback/issues

NA

Do you need support with anything if so who? And have you reached out?

I have been in and out due to the last few weeks of university left until I graduate which has made it somewhat difficult to balance it all. Especially with the SRC meeting on Thursdays at 12pm which is when my class is on, I cannot attend and contribute to these discussions.

Notes or additional things:

Chloe has indicated she is having conflict with C.V.R. Sharstry but is being handled, hopefully this conflict will resolve itself with time and by next month.

Merlin is wanting to implement a buddy system and is looking at different ways on how to make it different and AUTSA focused. It is suggested we look at this with Madz perhaps to see if it is viable and can be used for the future.

SRC AUTSA BUDGET DISCUSSION

Please note: AUTSA gets funding from the Student Levy which requires us to spend our money in accordance to what is laid out in the SLA.

These are the key areas we get funding for:

- Advocacy & Representation (SRC & ASR)
- Communities
- Spirituality
- Events
- Tautoko
- SJS
- Media
- Admin
- Vesbar

Questions to consider before the SRC meeting:

- What types of programs or services do you believe provide the greatest value to the student body, and why?
- If you could prioritise funding for one specific area, what would it be? (e.g., Advocacy, Tautoko, Media, Communities, Events, SRC, or ASR).
- What do we want to see more of? Which current programs or services do you feel are underfunded or in need of enhancement, and what improvements would you suggest? (e.g., Advocacy, Tautoko, Media, Communities, Events, SRC, or ASR).
- What would students most benefit from? -- Is there something new that hasn't been created yet that we could invest in? Are there any innovative ideas or projects that you feel should be considered for funding? How do you see them benefiting the student community? (e.g. a big expense for AUTSA is the annual AUTSA ball. Should we continue to host the ball or do students potentially want us to host a concert instead?)
- How can we make sure we are transparent with our finances?