

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

Held on Thursday 22 August 2024 | 12:00 pm – 2:00 pm

**Chair:** Alicia Lemmer - President

**Attendees:**

- Louisa Marschner – Health and Environmental Sciences Faculty Representative
- James McBain – South Campus Representative
- Rohan Patel – City Campus Representative
- Chloe McDonald – Disability Affairs Officer
- Jie Yin – International Affairs Officer
- Kelsey Moleu – Diversity Affairs Officer (arrived after 12:25pm)
- Merlin Babu – Wellbeing Officer (online)

**In attendance:**

- Tom Vasey – AUTSA Election Officer
- Ashrit Nand – AUTSA Advocate
- Ashley Kirkness – AUTSA Head of Events

**Apologies:**

- Tasfia Mahmood – Vice President Academic
- Regina Tao – Vice President Community
- Ayse Almila Kilic – Business, Economics, and Law Faculty Representative
- Sophie Lei – Design and Creative Technologies Faculty Representative
- C Fonseca – Culture and Society Faculty Representative
- Sharmin Memon – North Campus Representative
- Madz Crouth – AUTSA Head of Student Communities

**Absent:**

- Āria Harrison-Sparke - Māori Affairs Officer

**Minutes:** Willy Leiataua – Student Representative Coordinator

SRC KARAKIA, QUORUM, CONFLICTS OF INTEREST, GENERAL BUSINESS ITEMS	
<p>The meeting started at 12:12pm with a quorum of eight SRC members met. James recited the SRC Karakia. Alicia would present the President’s Report verbally, and that reports from Regina and Tasfia were not currently available. The council then went over the meeting agenda. One general business item to note was an event planning proposal by Kelsey.</p> <p>Amendment: it has since been confirmed that Tasfia submitted the Vice President Academic Report two days prior to the meeting, but it was not attached to the meeting documents.</p>	
#	AGENDA
2	<p><b>12:18pm:</b> Motion to Ratify July 24 Meeting Minutes Forwarded by: James Seconded by: Rohan There were no further comments, and the minutes were ratified.</p>
3	<p><b>12:19pm:</b> Motion to Accept the President’s Report</p>

	<p>Alicia gave the President's Report verbally.</p> <ul style="list-style-type: none"> <li>• Prior to the meeting, the University Advisory Group visited the North Campus, and Alicia was present for the visit with Jie, Louisa, and Tom from AUTSA Advocacy.</li> <li>• The Memorandum of Understanding between AUTSA and Tītahi Ki Tua, the AUT Māori Student Association, is ongoing.</li> <li>• Alicia attended a conference with Regina and AUTSA General Manager Jo-Hill Ismail.</li> <li>• Other general updates included the rollout of three-day extensions, the Turnitin Draft Coach, and the opening of North Campus' new AZ Building, named Tukutuku.</li> <li>• The AUTSA Board is currently looking for a new independent director.</li> <li>• The AUTSA Constitution is undergoing changes and will be put forth for feedback and a vote in a Special General Meeting happening in October.</li> </ul> <p>The verbal report was accepted with no opposition.</p>
4	<p>Motion to Accept the Vice President Academic's Report</p> <p>This item was pushed to the next meeting.</p>
5	<p>Motion to Accept the Vice President Community's Report</p> <p>This item was pushed to the next meeting.</p>
6	<p><b>12:25pm:</b> AUTSA Elections Update with Tom Vasey</p> <p>Usually heading AUTSA's Advocacy service, Tom is present as the Election Officer, overseeing election operations for next year's Student Representative Council. The Declaration of Candidates have been released. The next stage is the voting period.</p> <p>Tom spoke on limitations and ambiguity with AUTSA Elections due to how it's laid out in the current AUTSA Constitution. This leads to an election policy that could standardise requirements in future elections and clarify eligibility requirements.</p> <p>Tom and the SRC discussed how to potentially approach vacancies and filling them, and how often to do so. Tom mentioned conduct checks from AUT must take place for every student wanting to run for candidacy in the SRC space, which can be a lengthy process outside of the official election period. Frequently going through the process, especially with AUT, throughout the year to fill vacancies outside the election period would not be ideal.</p> <p>Alicia proposed having a post-election vacancy fill-in meeting, as a starting idea.</p>
8	<p><b>12:52pm:</b> Motion to Accept the Resignation of the Postgraduate Affairs Officer</p> <p>Postgraduate Affairs Officer Rao Naumaan Nasim Khan graduated from AUT in the Winter Graduation Season and, as per the AUTSA Constitution, has automatically resigned from the Student Representative Council. Rao sent the following resignation email to Alicia:</p>

	<p><i>“Kia Ora, Madam President, Through this email I want to inform you that I have graduated from the AUT on 1st of August. Therefore, kindly accept my resignation from the office of the postgraduate affairs officer of AUTSA. Please let me know if you do need any further information in this matter.</i></p> <p><i>Regards Rao”</i></p> <p>The SRC accepted Rao’s resignation. James asked Alicia to send Rao the council’s regards for his future.</p>
	<p><b>BREAK at 12:56pm. Ended 1:03pm.</b></p>
<p>10</p>	<p><b>1:04pm:</b> Advocacy Roundup with Ashrit Nand</p> <p>Ashrit explained AUTSA’s Advocacy service, which facilitates issues and matters related to (but not limited to) academic representation, complaints, and tenancy issues. Louisa asked for clarification on complaints and what areas are covered. Ashrit noted purely academic-related issues, or problems with lecturers, or AUT’s processes in general.</p> <p>There were no academic-related issues brought up.</p>
<p>7</p>	<p><b>1:07pm:</b> SRC Event Planning Changes with Ashley Kirkness</p> <p>Ashley laid out a process for future SRC event and funding proposals – event proposals being one proposal and funding proposals being another:</p> <ul style="list-style-type: none"> <li>• Give at least three weeks’ notice for an event</li> <li>• Inform Willy of the event pitch as soon as you come up with it. Willy will then inform Ashley and there will be a three-day turnaround to process and suggest meeting times to discuss your event</li> <li>• Before the meeting, fill out the event planning form and the Risk Assessment Method Statements (RAMS) form. The event planning form is a <b>must</b>; however, the RAMS form is not urgent but requires an attempt at filling in, at least. For the event planning form, be <b>extremely</b> specific about what your event is, its justification, when it is, how it will run, etc. The less details there are, the more likely your event will be declined. Your filled out event planning form sets up expectations on your working relationship with Ashley.</li> <li>• The above forms must be sent to Ashley three days before the initial meeting.</li> <li>• The forms will be discussed in the half-hour meeting.</li> <li>• You will leave the initial meeting with a task list (i.e. ensure it’s an agenda item in the next possible SRC meeting, researching catering options)</li> <li>• Every week until your event, there will be a half-hour checkup meeting to see where you are tracking in event preparation. This is also the time to inform AUTSA Events what’s needed, what’s missing, what’s on your mind, meaning any possible emergencies can be sorted in advance.</li> </ul> <p>Funding proposals go through the same process. Ashley clarified that SRC clear how much funding is approved – AUTSA Events handle purchasing and organising catering delivery as well as equipment pickup. Ashley emphasised a requirement for SRC members to have at least two members part of the event for support, with consideration given to capacity.</p>

9	<p><b>1:22pm:</b> SRC Report Roundup with Willy Leiataua</p> <p>The SRC brought up activities either from their reports or since the last meeting:</p> <ul style="list-style-type: none"> <li>• Jie mentioned an upcoming change from Immigration New Zealand in October, which may see international students paying triple times the visa fees they are paying now. A press release about the change is pending.</li> <li>• Louisa discussed much of her updates in the following agenda items.</li> <li>• Rohan pointed out a campus-based perspective on AUTSA and its visibility to students.</li> <li>• Kelsey noted planning progress on an upcoming Leadership Workshop.</li> <li>• James highlighted more AUTSA and SRC visibility on South Campus. He has met with a potential candidate for his position.</li> <li>• Chloe noted that the newly established Disabled Students Association was recently affiliated with AUTSA. She also noted complaints from students about their accessibility-related accommodations for study.</li> <li>• Merlin is working on a potential buddy system to implement across AUT through AUTSA, with ongoing planning to ensure it is different from similar iterations attempted by AUT.</li> <li>• Rohan: provided an update regarding Student Job Search as part of the Student Job Search Advisory Committee, mainly about changes to the service’s website.</li> </ul>
12	<p><b>1:37pm:</b> SRC-wide Discussion led by the Health and Environmental Science Faculty Representative</p> <p>In a progressive update, Louisa noted occupational uniforms for students on placements were now more affordable after many conversations with the faculty. Louisa noted from a recent meeting with HES Academic Student Representatives grading issues as well as issues with accommodations becoming less accommodating throughout a student’s time studying, which may impact their work experience post-uni. These accommodations extend beyond students with disabilities, such as students with religious and/or cultural customs. The SRC discussed how to go about gauging students’ thoughts on their experiences with study accommodations, as well as how to go about finding solutions for these issues, acknowledging this is a big area to cover.</p> <p>Louisa then led a discussion with the SRC about Artificial Intelligence (AI) being integrated into AUT. The SRC noted differing reactions to AI at AUT, ranging from branding AI as “demonic” to branding it as “useful”. The discussion then moved into how and when AI could be used, and whether further education and professional development for AUT staff as well as an AI orientation for students would be required to further integrate AI into AUT in a positive way.</p> <p>The SRC then discussed the idea of more opportunities for student-to-student tutoring. Rohan mentioned an existing initiative in the BEL faculty for first year students taking core papers. James noted CSOC’s Education block offers drop-in sessions for papers. Kelsey noted there was a peer mentoring initiative that ended in late 2022.</p>
13	<p><b>1:57pm:</b> General business</p> <p>Kelsey spoke about an upcoming event in Week 8 – a leadership workshop. The workshop stemmed from a want to impart leadership skills onto attendees with a presentation and interactive activities.</p>

James recited the karakia to conclude the meeting at 2:10pm.	

SUMMARY OF ACTION POINTS		
ACTION	WHO	DUE
There were no action points raised.		