

Date: 1/06/2023

Time: 17:10-17:48

Location: F1B

Present: Demetrio Cooper, Cam Holmes, Amy Wells, Vivian Wang, Sam Dryden, Campbell Barclay

Meeting start : 17:10

Opening procedures

1. Opening Karakia
2. Apologies
Ivy, Nick ,Philippa, Arabella, Travis, Brooklyn, Puni, Ploy, Tash
3. Disclosures of Interest
Brooklyn Greer-Atkins and Travis O'Boyle are the Te Awhioraki Tumuaki Takirua
4. Confirmation of Minutes of the Meeting held on 18/05/23
Motion to accept that these are true and accurate - Amy
2nd - Cam
Passed
5. Matters Arising from the Minutes
6. Action points from previous meeting

Action	Who	Carried out?
Review ways that activities and events will be tracked in clubs	General Manager	On going
Clubs and societies Governance Policy finalized	Exec	On going
Investigate AGM Template	General Manager	On going

7. Notice of Items of General Business
Vivian update ram club
GP update from president
8. Strategic risk register

Risk	Mitigation	Likelihood	Impact	Overall Risk factor
Loss of income from Student Service Levy	Have adequate reserves, budget conservatively, seek other income streams, provide a valuable service	Medium	Very Serious	Medium
Financial and reputational risk of large events	Carefully plan events, budget conservatively, have adequate reserves, listen to students on the need for large events	Medium	Serious	Medium

Conflict with Lincoln University	Maintain Service Level Agreement with LU and LUSA, open and clear communication with LU, address issues early on	Medium	Serious	Medium
COVID 19 Disruption	Follow government guidelines, take proactive approaches, ensure events are covid refundable as much as possible, utilise covid support package	Low	Moderate	Low
Loss of staff or executive members	Safe, supportive work environment with competitive salaries and benefits, regularly update Business Continuity Plan and develop process document for each role.	Medium	Moderate	Medium
Unsatisfactory relationships with external organisations (Te Awhioraki, NZUSA, SJS, Good One etc.)	Open and clear communication, where possible maintain a Service Level Agreement and Memorandum of Understanding, address issues early on,	Low	Moderate	Low

		Impact/consequence			
		Minor	Moderate	Serious	Very Serious
Likelihood	Very High	Medium	Medium	High	Very High
	High	Low	Medium	Medium	High
	Medium	Low	Medium	Medium	Medium
	Low	Very low	Low	Low	Medium

9. Health and Safety (Verbal update)

Reports

10. President's Report

- While students are starting to stress, we have been able to provide lots of free food to help, with the handing out of 240 donuts for pink shirt day to show support against bullying, tea and toast, as well as mac and cheese with more free food days planned for the study week next week.
- NZUSA has held its first national board meeting for the year and launched its election campaign in Wellington with livestreams in major towns and cities.
- Sam and Amy engaged in a coalition hui, becoming a member with the aim of free public transport. This transport update has not cost LUSA anything.
- Student Rep feedback sessions were facilitated by LUSA with exec members present. Postgrad were represented at the research committee PG subcommittee meeting. Amy was present at the AGLS Honors student meeting.
- Met UCSA advocacy and welfare team.
- A range of events on campus have occurred to help celebrate diversity, including the SPACE pride walk, international students shared lunch and the combined event of LUPISA, LUICS and LU in grounded and online with mixes of food and culture for World Cultural Diversity Day.
- Options for support towards online/distance students discussed with Whare Hākinakina.
- Conversations are continuing with NZUSA around TMA funding and Amy met with Rosa, president of Te Mana Akonga.

- Student service levy new price will be publicised in the ram of re'o week, showing a balanced rise to meet cost increases while minimising the increase to students, established from the meetings with the campus service council.
- Motion to accept this report - Demetrio
- 2nd - Cam
- passed

11. Operational Report

- To be presented at the July meeting

Motions to be passed

Policies to be approved

12. Advisory Panel Terms of Reference

- Motion to accept with the proposed changes - Amy
- 2nd - Sam
- passed

13. Information Technology Policy

- Motion to accept with the proposed changes - Amy
- 2nd - Campbell
- passed

Items of General Business

14. Ram club

- First club event and article has been made

15. GP update

- Change name to lawn party
- Statement being made to student body in the following week

16. Strategic goal 2

Strategic Goal 2:

Strong Student Voice.

Continue to develop the student representative system to effectively respond to student feedback.

Facilitate contested LUSA executive elections that have an annually increasing number of voters by making students aware of what the LUSA executive do and making the roles attractive.

Maintain current student representation on university committees and pursue other opportunities for the student voice to be heard.

Suggestion to get people to apply for reps in person of contentious courses to uphold this strategic goal.

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Review ways that activities and events will be tracked in clubs	General Manager	On going

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Lawn Party announcement made	President	

Closing karakia

Meeting closed 5:48 pm