

**Date:** 18/09/2025

**Time:** 17:11-16:41

**Location:** Waimarie Meeting Room 018 Whare auahu

**Present:** Aleesha Young, Cam Holmes, Ivy Harper, Zara Weissenstein, Troy Volman, Nathan Campbell, Dipti Adhikari, Sam Dryden, Grace O'Shaughnessy, Caterina Campese, Sara Shea, Minuk Kang

## Opening procedures

### 1. Opening Karakia

### 2. Apologies

- Sam Budd, Halle Gravatt and Moni Avia are unable to attend
- Minuk is arriving late at 17.18
- Sara is leaving early at 18.11

### 3. Updates to Disclosures of Interest

- Updated table included at end of minutes

### 4. Minutes of previous meeting

Motion to approve minutes of 24.07.2025 as a true and accurate record with changes

- Moved by Zara
- Second by Aleesha
- Passed

### 5. Action points from previous meetings

Increase the Engagement of the Ram with day students	President, Engagement and Wellbeing Rep	Ongoing
H&S of Lab access	GM, Postgrad Rep, International Rep	Ongoing
Health and safety risks in events risk register	GM, Events Coordinator, Sara	Ongoing
Counselling services offered for off campus students	GM	Ongoing
Increase representation for diverse languages through student engagement (including sign language)	Disability EDI Rep, VP, Sustainability Rep, Engagement and Wellbeing Rep,	Ongoing
Accessible and bicultural signage around campus and updated maps	Disability EDI Rep, VP, Sustainability Rep, Engagement and Wellbeing Rep, Te Awhioraki	Ongoing
GP funding	GM/ President	Ongoing
Bus Cards	Disability Rep, Advocacy Coordinator, President, Sustainability Rep	Ongoing

- Work to increase engagement of the RAM is always progressive work. This will be included in the handover for the Engagement and Wellbeing Rep. to ensure quality content and ease of communication, it will be suggested for clubs to have a single person of contact for the RAM. Clubs will also be aware their contribution to the RAM can have an influence on what funding is received during club grants.
- Discussions are still ongoing with the AGLS (Agricultural Life Sciences) faculty regarding the hiring or training of a new staff member to cover access for labs, and safety within.

- Clarification for representation of diverse languages for signage around campus. This working group also understood the importance of signage around campus, what to prioritize and other options. There is ongoing work regarding the visibility of signage, case of this around campus and what recommendations LUSA could make for this. The group will also look more into the bilingual and language.
- All grants and applications which LUSA has put in for Garden Party sponsorship were declined. Some sponsors are still deliberating. LUSA is still actively pushing the ticket sales of the event to reduce risk.
- Motu Move has been delayed again, meaning the discussions and progress regarding bus cards on campus is further halted from progress.

## 6. Notice of Items of General Business

n/a

## 7. Strategic risk register

<u>Risk</u>	<u>Mitigation</u>	<u>Likelihood</u>	<u>Impact</u>	<u>Overall Risk factor</u>
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	High	Very Serious	High
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
Disruption and Response to major events	Ensure that we factor in the possibility of major disruptions, man-made or natural into our events and activities, student life and how we can advocate for anything that could be majorly disruptive and impact student life.	Medium	Moderate	Medium
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, ATSA, SJS, Good One etc.)	Open and clear communication, where possible maintain a Service Level Agreement and Memorandum of Understanding, address issues early on,	High	Serious	Medium

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

- Currently, two members of staff are to be on maternity leave for the duration of 2026. The design coordinator will be covered by a previous maternity cover. The position for General Manager will be advertised on the 1<sup>st</sup> of October.
- With the addition of two temporary staff, and a very fresh executive for 2026, this may create a new environment. There will be a better understanding of this at board meeting nine, where the risk of this can be better understood.
- Currently, Garden Party ticket sales are low. It is expected that this could grow considerably before the event, however due to the current trend this will be closely observed.

Motion to keep the Strategic Risk Register the same, ensuring these points discussed will be monitored closely

- Moved by Zara
- 2<sup>nd</sup> by Sam D
- Passed

## 8. Operations Update

### i. GM's Report

- Space ball now 27 tickets, with at least 10 known still coming hitting close to the targeted 40

### ii. Health and Safety Update

- LUSA will be following up and advocating for ensuring there will be student spaces with the expected closure of the back half of Ivy/ Library for earthquake repairs. This will be heavily limiting of student spaces and variety of study areas, on top of the current stretched space resourcing.
- Grounded capacity is noted as 150 people. LUSA is only able to monitor this through booking of spaced, but currently this is likely already well over 100 students. As we are unable to remove students, this also means students generally studying in the library will be unable to use grounded if capacity is overreached.

Motion to receive GM's Report and Health and Safety Update

- Moved by Zara
- 2<sup>nd</sup> by Cam
- Passed

### iii. Balance sheet and Budget Variance

Motion to receive Balance Sheet and Budget Variance

- Moved by Zara
- 2<sup>nd</sup> by Aleesha
- Passed

### iv. Club House Refresh Costings

- These costs come to the board, as the recent proposed amount for club house refurbishment from the 6+6 budget was not approved.
- Noted that glass items purchased could pose risks if they are damaged or broken.

- Some items such as curtains for music room help to ensure expensive equipment is kept hidden from general view.
- Within the club house and agreement with LUSA and LU, there is an uncertain line between what LUSA is able to change and what is required to be done by LU. As the University should be providing a standard space for students, which should be healthy and not in need of a dehumidifier, and kept to a well standard – the quality should be at a standard where these items do not need to be purchased by LUSA to ensure it is fit for purpose.
- There will also be a push to provide a security guard is able to do a patrol around the space, especially at night as all other buildings on campus are done. This ensures safety of students and also incidents can be managed better. Club house could be improved later on with improving lighting and installing security cameras, especially for events which are occurring late at night, and providing better access to the club house.
- Noted some items could potentially be found at cheaper prices, but while still ensuring they are of good quality for students.

Motion to approve the requested funding

- Moved by Zara
- 2<sup>nd</sup> by Aleesha
- Passed

## 9. President Update

### i. Presidents Report

- The EDI (Equity, Disability and inclusion) taskforce terms of reference have recently been updated. Many of the student requirements have been removed. This will be raised at an upcoming meeting.
- Extra efforts have been put in place to raise awareness of the 2026 Executive elections. Pivoting ideas such as pop up stalls have been useful to raise awareness and will be used during the voting period also. This did show that the main issue may not be focused around promotion, but just a busy period of University with studies and in general life for many students, where nominations may not become priority. For next year, LUSA will look into making a longer nomination period to increase time for people to submit their forms.
- This year, the Op's staff also noted their uncertainty with trends of nomination submissions. This will be collected and included for each year so trends and need for pop ups or other measures can be based on patterns.

Motion to receive Presidents Report

- Moved by Zara
- 2<sup>nd</sup> by Nathan
- Passed

## 10. Policies

### i. Bullying, Sexual Violence and Harassment Policy

- Deepfakes may need to be added as these are becoming a new form of harassment and bullying. Potentially there may need to be a discussion regarding AI (Artificial Intelligence), and how this can be mitigated.
- Throughout the policy, it is vital to be aligned with LU policies ensuring we are on the same page as they also have measures which cover students. Even though LUSA is independent, staff will still be included under this.
- If reducing is the terminology to use for bullying. Potentially if this should be reworded to 'ended' or similar to align with the goals of LUSA

*Due to the changes needed, this will be taken to the policy subcommittee*

## 11. Items of General Business

## 12. Strategic Goal 5

Strategic Goal 5:

# Enhance Engagement With the Student Body.

Proactively engage with students around the service offerings to build awareness of the service offerings and understanding of students' needs.

Ensuring our media channels are relevant and effective with the changing dynamics.

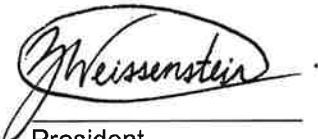
Ensure we are held accountable and transparent.

*Moved to next meeting.*

**Closing Karakia**

**Meeting closed at 18.41**

These minutes are a true and accurate reflection of what occurred, signed by Zara Weissenstein on behalf of Te Rōpū Ākoka O Te Whare Wānaka O Aoraki | Lincoln University Students' Association witnessed by Troy Volman, on the 09/10/2025.



President  
Zara Weissenstein



Secretary  
Troy Volman

Increase the Engagement of the Ram with day students	President, Engagement and Wellbeing Rep	Completed
H&S of Lab access	GM, Postgrad Rep, International Rep	Ongoing
Health and safety risks in events risk register	GM, Events Coordinator, Sara	Ongoing
Counselling services offered for off campus students	GM	Ongoing
Increase representation for diverse languages through student engagement (including sign language)	Disability EDI Rep, VP, Sustainability Rep, Engagement and Wellbeing Rep,	Ongoing
Accessible and bicultural signage around campus and updated maps	Disability EDI Rep, VP, Sustainability Rep, Engagement and Wellbeing Rep, Te Awhioraki	Ongoing
GP funding	GM/ President	Ongoing
Bus Cards	Disability Rep, Advocacy Coordinator, President, Sustainability Rep	Ongoing
Study Spaces (Library space reduction)	GM, Advocacy and Voice Coordinator, President, Secretary	
Include statistics of when nomination forms are handed in throughout years	President	
Increasing Periods of Elections	President	

## LUSA Conflict of interest register – Last updated 22nd August 2025

Name	Description of conflict	Position held	Date disclosed
Zara Weissenstein	1. Halls of residence – LU Accommodation 2. LU Council	1. Residential Assistant (RA) 2. Member of Council	07/02/2025
Cam Holmes	1. LU Masters Research Scholarship 2. Wellmate's Student Facilitator	1. Scholar Recipient 2. Casual LU employment	22/08/2025
Troy Volman	1. Future Leader Scholarship and Tait Foundation Undergraduate Scholarship 2. Well mates Student Facilitator, Events Casual	1. Scholar Recipient 2. LU casual employee	19/07/2025
Dipti Adhikari	1. Anime Club Treasurer	1. Club executive member	03/04/2025
Minuk Kang	1. Student Experience Team - Student Buddy 2. Lincoln Music Club (LUMC)	1. LU Casual Employee 2. Club executive member	19/06/2025
Aleesha Young	1. Thursdays In Black (TIB), Ram Club President 2. Student Job Search – Student Advisory Committee (SAC) 3. Course Rep (QMET201, MGMT202)	1. Club executive member 2. Committee Member 3. Sem2 Course Rep	24/07/2025
Caterina Campese	1. FT 2050 Scholarship 2. Lincoln University International cultural society (LUICS), Postgraduate Club	1. Scholar recipient 2. Club member	07/03/2025
Sam Dryden	1. Space club, LESS, Ecological Society 2. AGLS Lab Demonstrator	1. Club executive member 2. LU Casual Employee	07/02/2025
Moni Avia	1. Pasifika Excellence Scholarship 2. LUPISA President	1. Scholar Recipient 2. Club executive member	07/02/2025
George Gibbs	1. AGLS Lab demonstrator	1. LU Casual Employee	07/02/2025
Nathan Campbell	1. Inclusive education Assistant, AGLS Lab Demonstrator and Research Assistant 2. Lincoln University Nerds Association (LUNA) 3. Margaret Watling Scholarship	1. LU Casual Employee 2. Club executive member 3. Scholarship Recipient	24/07/2025
Grace O'Shaughnessy	1. Te Awhioraki 2. Lincoln University Planning Association (LUPA) Secretary	1. Tumuaki 2. Club executive member	06/03/2025
Halle Gravatt	1. Te Awhioraki 2. Tihi Kahuraki	1. Tumuaki 2. Scholar recipient	06/03/2025

