



Annual General Meeting Minutes

Held Wednesday 25th July 2018 at 12pm
In the Student Lounge, Second Floor,
Student Central, Massey University, Albany Campus.

1. Attendance:

Jason Woodroofe, Venya Patel, Quinn Moffat, Monique Neal, Mitchell Brennan, Suzannah Konningham, Shutian Wang, Imeke Ariyarante, Callum Clark, Flynn Grace, Yazrin Yanaya, Danial Alazhar, Amirul Asyraaf, Yoshan Eleanayake, Neville Patel, Ryan Oliver, Sven Gerhards, Leroy Huang, Sophia Ramsay, Rebecca Lin, Meity Tang, Lisa Leow, Sabrina Latif, Jennifer Zhou, Sohna Naran, Casey McAnnelley, Callum Paterson, Amelia Beckley, Sibghat Ullah, Laura Makker, Xiao Song, Cam Williams, Aditya Chugh, Jade Visser, Craig Olivera, Cade Wishart, Neville Crasto, Kayla Boscombe, Takumi Nomura, Molly Pottinger-Coombs, Megan McKinless, Shaun Maudsley, Andy Kim, Connor Blair, David Walker, Rose Fitzmaurice, Sunnie Sun, Oinghe (Link) Zhao, Cheu Alex, Matt Cassidy, Rita Clarke, Aaliyah Albo, Nooreizzrul Ifzat, Kate Hayhoe, Yuming Wang

2. Apologies:

Massey University Food Technology Club

Motion AGM 01/2018

“THAT the apologies for the Annual General Meeting held on Wednesday 25th July 2018 be accepted.”

Moved: Chair
Seconded: Callum P
Carried U

3. Minutes of Special General Meeting held 21st March 2018

Motion AGM 02/2018

“That the Minutes of the Special General Meeting held 21st March 2018 be accepted as true and accurate record.”

Moved: Chair
Seconded: Meity
Carried U

4. Matters Arising

There are no matters arising from the previous General Meeting.

5. Financial Business

5.1. Acceptance of the 2017 Financial Statements and Annual Report

The ASA Annual report for 2017 is tabled.

Motion AGM 03/2018:

"THAT the financial statements for the Albany Students' Association Inc. for the year ending December 2017 be accepted as a true and accurate record."

Moved: Chair
Seconded: Callum C
Carried U

5.2. Appointment of Auditor for 2018

Motion AGM 04/2018:

"THAT William Buck Ltd is ratified as the auditors of the Albany Students' Association Inc. 2018 financial statements."

Moved: Chair
Seconded: Kate
Carried U

5.3. Ratification of draft budget for 2019

Please note that this is mainly an operating mandate for expenditure that occurs over the period November to March and as such contains many assumptions that have yet to be negotiated /confirmed with the University and which will be incorporated into the final 2019 budget presented to the membership at the next General Meeting. This budget is based on the 2018 budget with a 1.1% cpi allowance built in to some areas.

The draft budget for 2019 is tabled.

Motion AGM 05/2018:

"That the 2019 Albany Students' Association Inc. budget be ratified."

Moved: Chair
Seconded: Jennifer
Carried U

6. Legal Matters

There are no legal matters arising.

7. MOU with Te Waka O Nga Akonga Maori

Motion AGM 06/2018:

“THAT the Memorandum of Understanding between Albany Students' Association Inc and Te Waka O Nga Akonga Maori for 2019 be ratified.”

Moved: Chair
Seconded: Quinn
Carried U

8. Constitutional Changes

Motion AGM 07/2018

“THAT the Albany Students' Association Inc. agree to all picture, spelling, grammatical, syntax and numbering changes in the constitution to be accepted”

Moved: Chair
Seconded: Monique
Carried U

Motion AGM 08/2018

“THAT the following definitions be added to Section 2, Interpretation:

“ASEC” shall mean “the Albany Students' Association Inc. Executive Committee.”

“Election Sub-Committee (ESC)” shall mean “The sub-committee appointed by the ASEC to oversee the running of all elections for the Albany Students' Association Inc.”

“Ordinary Members” shall mean “Members of the Association”

Moved: Chair
Seconded: Sabrina
Carried U

Motion AGM 09/2018

“THAT the following definition be amended in Section 2, Interpretation from:

“Member” shall mean “Full and Free member of the Association”

To:

“Member” shall mean “Internal Albany Student who has signed up on the ASA website for membership”

Moved: Chair
Seconded: Callum P
Carried U

Motion AGM 10/2018

“THAT the Albany Students’ Association Inc. agrees section 3, Mission, be amended from:

“To encourage the development of the educational, cultural, social and sporting life of the members of the Association, Students of the Albany Campus, and the community at large.”

To:

“To encourage the development of the academic, cultural and social life of the members of the Association Students of the Albany Campus, and the community at large.”

Moved: Chair
Seconded: Lisa
Carried U

Motion AGM 11/2018:

“THAT the Albany Students’ Association Inc. agrees Section 4, Vision be added as:

“An established independent presence that works to enhance the student experience by expanding membership, services and community”

Moved: Chair
Seconded: Callum C
Carried U

Motion AGM 12/2018:

“THAT the Albany Students’ Association Inc. agrees Section 5.2, Objects, be amended from:

“To represent the students of Albany Campus”

To:

“To represent the internal students of Albany Campus”

Moved: Chair
Seconded: Jennifer
Carried U

Motion AGM 13/2018:

“THAT the Albany Students’ Association Inc agrees Section 8, Membership be amended from:

“8.1 Full and Free membership

- a) *To be eligible for full and free membership to the Association, the person must be enrolled at Massey University Albany Campus as an internal student*
- b) *Must apply online on the Association’s Website (asa.ac.nz)”*

To:

“8.1 Ordinary Membership

- a) *To be eligible for Ordinary membership to the Association, the person must be enrolled at Massey University Albany Campus as an internal student*
- b) *Must apply online on the Association’s Website”*

Moved: Chair
Seconded: Callum C
Carried U

Motion AGM 14/2018:

“THAT the Albany Students’ Association Inc. agrees Section 9.2.a, under Annual General Meeting be changed from:

“The Association shall hold an Annual General Meeting during the second semester of each year at such time, date and place as the Executive decides.”

To:

“The Association shall hold an Annual General Meeting during the first semester of each year at such time, date and place as the ASEC decides.”

Moved: Chair
Seconded: Meity
Carried U

Motion AGM 15/2018:

“THAT the Albany Students' Association Inc. agrees to remove Section 10.1.c, under Function and Powers of the ASEC Committee:

“The areas of responsibility relating to the elected positions on the Executive shall be determined at a General Meeting and attached to the constitution as Schedule 1”

Moved: Chair
Seconded: Casey
Carried U

Motion AGM 16/2018:

“THAT the Albany Students’ Association Inc. agrees to change Section 10.1.e, under Function and Powers of the ASEC Committee, from:

“All resolutions of the Executive and all acts duly executed in good faith thereunder shall be binding upon all members of the Executive whether present at such meeting or not and upon all members, property and assets of the Association. Such resolution shall not be passed in bad faith or with any improper motive and the fact that any such resolution is made in pursuance of any recommendation of a General Meeting shall be conclusive evidence of good faith and of the absence of any improper motive.”

To:

“All resolutions of the ASEC and all acts duly executed in good faith thereunder shall be binding upon all members of the ASEC whether present at such meeting or not.”

Moved: Chair
Seconded: Lisa
Carried U

Motion AGM 17/2018:

“THAT the Albany Students’ Association Inc. agrees to remove Executive Committee Role definitions under Section 10.2.b, to replace with:

“The areas of responsibility for each of the elected position is in Schedule 1 Section 2.14”

Moved: Chair
Seconded: Callum P
Carried U

Motion AGM 18/2018:

“THAT the Albany Students’ Association Inc. agrees to change Section 10.3.a, from:

“Members may not hold office for more than one representative role on the Executive Committee, however a General Executive may be offered a Vice-President position in the event of a vacancy.”

To:

“Members may not hold office for more than one position on the ASEC Committee.”

Moved: Chair
Seconded: Sabrina
Carried U

Motion AGM 19/2018:

“THAT the Albany Students’ Association Inc. agrees to amend Section 10.4.b, Period of Office, from:

“From the date that the new executive is confirmed until 31st December in any one year the Executive of the Association shall comprise the elected positions of both the current Executive and the newly-elected Executive for the following year. This period of office shall be in addition to the period provided for in 9.4

- i. A quorum at any such meeting shall contain no fewer than four (4) such positions*
- ii. New Executive positions shall have speaking and voting rights during this period”*

To:

“From the date that the new ASEC is confirmed until 31st December in any one year the ASEC of the Association shall comprise the elected positions of both the current ASEC and the newly-elected ASEC for the following year. This period of office shall be in addition to the period provided for in 9.4

- i. Incoming ASEC members shall have speaking rights until the 1st of November”*
- ii. Incoming ASEC members shall have voting rights from the 1st of November”*

- **Amendment:**
- “That the suggested amendment of Section 10.4.b.ii be changed from:

Incoming ASEC members shall have voting rights from the 1st of November

To:

Incoming ASEC members shall have full rights from the 1st of November

Moved: Quinn
Seconded: Jason
Carried U

Moved: Chair
Seconded: Callum P
Carried U

Motion AGM 20/2018:

“THAT the Albany Students’ Association Inc. agrees to amend Section 10.5.h, Executive Meetings, from:

“The Executive committee reserves the right to dismiss an Executive member from their role via a majority vote in an executive meeting following significant observed misconduct, negligence, dishonesty or if after three meetings with the Vice President or in the case of the member in question being the Vice President, the President, to address the failure to adequately carry out the required tasks of the position as outlined in schedule 7. A meeting where such a dismissal takes place will:

- i) Strictly adhere to schedule 3 (Meeting procedure)*
- ii) Be carried out according to the best interest of the ASA*
- iii) Comprise of the whole Executive, not including the individual in question, whose vote does not count.”*

To:

“The ASEC committee reserves the right to dismiss an ASEC member from their role via a majority vote in an ASEC meeting following significant observed misconduct, negligence, dishonesty or if after three meetings with the Vice President or in the case of the member in question being the Vice President, the President, to address the failure to adequately carry out the required tasks of the position. A meeting where such a dismissal takes place will:

- i) Strictly adhere to schedule 3 (Meeting procedure)*
- ii) Be carried out according to the best interest of the ASA*

Moved: Chair
Seconded: Meity
Carried U

Motion AGM 21/2018:

“THAT the Albany Students’ Association Inc. agrees to amend Section 10.8.2.a, Process of Appointment, from:

“iv. Members of the public are entitled to voice their opinions on the process, however have no voting rights in the co-opting process”

To:

“iv. Members are entitled to voice their opinions on the process, however have no voting rights in the co-opting process”

Moved: Chair
Seconded: Lisa
Carried U

Motion AGM 22/2018:

“THAT the Albany Students’ Association Inc. agrees to amend Section 10.8.2.b, Honoraria Entitlement, from:

“i. A co-opted student is entitled to the full honoraria of the position proportionate to the amount of time they are co-opted for. They may not however be entitled to any backpay relating to the amount of time the position has been vacated.”

To:

"i. A co-opted student is entitled to the honoraria for the position paid on a pro-rata basis for the period of the academic year of which they hold office They may not however be entitled to any back payments relating to the amount of time the position has been vacated."

Moved: Chair
Seconded: Callum P
Carried U

Motion AGM 23/2018:

"THAT the Albany Students' Association Inc. agrees to amend Section 10.10.a, Payment, from:

"Any part-time Executive member who is elected to office via a by-election is to be paid on a pro-rata basis for the period of the academic year for which they hold office."

To:

"Any part-time ASEC member who is elected to office via a by-election or is co-opted, is to be paid on a pro-rata basis for the period of the academic year for which they hold office."

Moved: Chair
Seconded: Meity
Carried U

Motion AGM 24/2018:

"THAT the Albany Students' Association Inc. agrees to amend Section 14.1, Constitution and Regulations, from:

"The Association may, from time to time in a General Meeting, amend and enact the Constitution, Regulations and Schedules providing for the performance and furtherance of any of the objects of the Association and for the management of its affairs and those of its affiliated bodies, PROVIDED HOWEVER that no such amendment or amendments shall be affected without the prior written consent of the Executive and PROVIDED FURTHER that there is no such addition or alteration or rescission of the pecuniary profit clause or the winding up clause in the Constitution without the approval of the Inland Revenue Department."

To:

"The Association may, in a General Meeting, amend the Constitution, Regulations and Schedules providing for the furtherance of any of the objects of the Association and for the management of its affairs and those of its affiliated bodies, PROVIDED HOWEVER that no such amendment(s) shall be affected without the prior written consent of the ASEC and PROVIDED FURTHER that there is no such addition or

alteration or rescission of the pecuniary profit clause or the winding up clause in the Constitution without the approval of the Inland Revenue Department.”

Moved: Chair

Seconded: Callum C

Carried U

Motion AGM 25/2018:

“THAT the Albany Students’ Association Inc. agrees to amend Section 2.13.b, under Schedule 1, portfolios, from:

“The maximum sum payable to the Vice-President shall be \$9000 (Gross)”

To:

“The maximum sum payable to the Vice-President shall be \$9500 (Gross)”

Moved: Chair

Seconded: Jennifer

Carried U

Motion AGM 26/2018:

“THAT the Albany Students’ Association Inc. agrees to change Section 2.14, under Schedule 1, Executive Positions, from:

“a) President position shall hold the following responsibilities:

The maximum sum payable to the President shall be \$17,000 (Gross).

The recommended hours for this position is 18 hours a week.

- i. Have weekly meetings with the office manager*
- ii. Have monthly meetings with the campus registrar*
- iii. Define the goals for the executive committee*
- iv. Ensure measures are in place for goals*
- v. Attend events and assist where necessary*
- vi. Deal with any issues internally or externally*
- vii. Attend all executive meetings*
- viii. Maintain the executive to a workable standard through the VP*
- ix. Delegate tasks to the staff and executive through the VP and OM*
- x. Maintain working relationship with Massive magazine and write fortnightly blogs*
- xi. Be an Admin the ASA Facebook page*
- xii. Report monthly to the Executive committee*
- xiii. Be the interviewee as the Massive reporter(s) requires*
- xiv. Do the banking weekly as delegated by the office manager*
- xv. Maintain relations with at least 4 clubs*
- xvi. Attend all club grant meetings*
- xvii. Meet with staff with the Office Manager about any staffing issues*
- xviii. Attend NZUSA meetings as required. (6 hours long monthly)*
- xix. Represent ASA for External and internal matters*
- xx. Admin the ASA executive and Club Executive Facebook groups*

- xxi. *Be a part of the national presidents Facebook group*
- xxii. *Organise and deliver training for the current and new executives*
- xxiii. *Sign off on purchases over \$500*
- xxiv. *Report monthly to the executive and public in writing*
- xxv.

b) Vice-President position shall hold the following responsibilities:

- i. Update policy where needed*
- ii. Update the executive or staff for any executive meetings*
- iii. Maintain the 'to do list'*
- iv. Meet with any executive who are not fulfilling their role and hold them accountable to schedule 7. If this role is not being fulfilled refer to 9.5 section 'h' of the constitution for further action.*
- v. Meet with the Massive reporter(s) to discuss business*
- vi. Write the agenda for all executive meetings at least 3 days prior to the meeting*
- vii. Record the minutes for all executive meetings and have them on the server at most 3 days after the meeting*
- viii. Engage with the executive committee to for any meeting items*
- ix. Organise the dates and times of the executive committee*
- x. Maintain relations with at least 4 clubs*
- xi. Ensure exec meetings are posted on the ASA Facebook page*
- xii. Ensure Executive have the correct means to operate (IT facility, Clean Office)*
- xiii. Update/review the MUSAF/ASA constitutions.*
- xiv. Sign off on purchases over \$500*
- xv. Report monthly to the executive in writing*
- xvi. Attend all events and assist where necessary*
- xvii. Take on role of president in the president's absence*
- xviii. Organise elections for the new executive*
- xix. Reports to executive regarding financial situation for ASA*
- xx. Attend the Sustainability Advisory Group meetings*

c) Clubs' and Engagement Executive position shall hold the following responsibilities:

- i. Be the chair of the ball committee*
- ii. Attend and help run all events for the ASA.*
- iii. Attend weekly/fortnightly meetings with the Campus Culture Co-ordinator and the Marketing Director*
- iv. Attend fortnightly/monthly meetings with the Campus Events Manager/working group*
- v. Maintain relations with all clubs through the executive. Meet with any club executives if issues arise.*
- vi. Attend weekly/fortnightly meetings with the Club and Activates Co-ordinator*
- vii. Attend all club grant meetings*
- viii. Attend all executive meetings*
- ix. Report monthly to the executive in writing*

- x. *Attend all events and assist where necessary*
- xi. *Admin the club executive Facebook group*

- d) *Education Executive position shall hold the following responsibilities:*
 - i. *Survey members monthly to gauge against the goals of ASA*
 - ii. *Attend all Albany Academic Committee meetings*
 - iii. *Have weekly meetings with the Advocacy Co-ordinator and Advocacy Assistant*
 - iv. *Maintain relations with at least 4 clubs*
 - v. *Report monthly to the executive in writing*
 - vi. *Attend all executive meetings*
 - vii. *Re-establish advocacy within colleagues and/or maintain representation*
 - viii. *Actively seek committees where the executive are not present*

- e) *Welfare Representative position shall hold the following responsibilities:*
 - i. *Attend Campus Health and Safety meetings*
 - ii. *Maintain relations with at least 4 clubs*
 - iii. *Ensure the Health And counselling services are adequate*
 - iv. *Maintain relations with health and counselling*
 - v. *Represent minorities*
 - vi. *Attend all executive meetings*
 - vii. *Have fortnightly meetings with the Advocacy Co-ordinator and Advocacy Assistant*
 - viii. *Provide written reports to the executive every semester*

- f) *Academic Representative position shall hold the following responsibilities:*
 - i. *Maintain relations with at least 4 clubs*
 - ii. *Attend all Albany Academic Committee meetings*
 - iii. *Attend all Graduate studies committee*
 - iv. *Attend all executive meetings*
 - v. *Have fortnightly meetings with the Advocacy Co-ordinator and Advocacy Assistant*
 - vi. *Provide written reports to the executive every semester*

- g) *Social Representative positions (2) shall hold the following responsibilities:*
 - i. *Maintain relations with at least 4 clubs*
 - ii. *Attend and help run all events for the ASA.*
 - iii. *Attend weekly/fortnightly meetings with the Campus Culture Co-ordinator and the*
 - i. *Marketing Director*
 - ii. *Attend the sports and rec meeting*
 - iii. *Attend all executive meetings*
 - iv. *Provide written reports to the executive every semester*
 - v. *Promote any events the ASA runs”*

To:

“a) The President shall hold the following responsibilities:

- i. Lead the ASEC and work with the team to establish goals for the term of office and*
- ii. Ensure adequate measures are in place for goals and that timelines are being adhered to*
- iii. Have regular meetings with the general manager and advocacy coordinator*
- iv. Have regular meetings with University hierarchy*
- v. Be the Association’s representative on MUSAF*
- vi. Attend NZUSA and other external body meetings where appropriate*
- vii. Review grant applications and represent the Association on the Clubs, Societies and Cultural*
- viii. Groups committee*
- ix. Chair all ASA executive meetings*
- x. Report monthly to the ASEC*
- xi. Act as the media representative on behalf of the Association, including working with Massive and writing a column for each fortnightly issue.*
- xii. Attend events and assist where necessary*
- xiii. Contribute to the Association’s social media platforms*
- xiv. Be a bank signatory and authorise Association spending through the bank*
- xv. Represent ASA for external and internal matters*
- xvi. Organise and deliver training for the current and new ASECs*
- xvii. Engage with the Association’s social media platforms*

b) The Vice President shall hold the following responsibilities:

- i. Following schedule of regular review and update of Association policy & constitution document*
- ii. Communicate regularly with the Association general manager*
- iii. ASA Executive meetings: Set dates and times for ASEC meetings*
 - Collect items for the agenda for ASEC meetings*
 - Prepare, publicise, and circulate the agenda 3 days ahead of the meetings*
 - Record the minutes for the meetings and file on the server within 3 days of the meeting*
 - Ensure the minutes are accessible to the ASEC*
 - Ensure ASEC meeting dates are posted on ASA Facebook & website calendar*
 - Prepare and provide food for the meeting*
- iv. ASA Special General meeting and Annual General meeting*
 - Prepare agenda and arrange for it to be posted as per ASA constitution*
 - Take minutes, file on server and arrange for it to be posted*
 - Promote attendance of the general meetings to the membership*
- v. Meet with President regularly*
- vi. Meet with Clubs’ and Engagement Executive and Education Executive weekly*
- vii. Maintain the ASEC to do list*
- viii. Monitor ASEC fulfilment of goals and manage as appropriate*
- ix. Organise a system that guide the ASEC to commit to their roles*

- x. *Ensure ASEC have operational tools to fulfil their roles*
- xi. *Report monthly to the ASEC*
- xii. *Attend all events and assist where necessary*
- xiii. *Take on role of president in the president's absence*
- xiv. *Organise elections for the new ASEC*
- xv. *Report to ASEC regarding financial situation for ASA*
- xvi. *Engage with the Association's social media platforms*

c) The Clubs' and Engagement Executive shall hold the following responsibilities:

- i. *Engage and consult with the student body re activities that would enhance their student experience*
- ii. *Meet with President, Vice President and Education Executive weekly*
- iii. *Hold weekly meetings with the Social Team*
- iv. *Attend regular meetings with the Campus Culture Co-ordinator*
- v. *Attend scheduled meetings with Massey's Campus Events team*
- vi. *Attend the University Sports and Recreation meeting*
- vii. *Keep in regular contact with Massey's Clubs' and Activities Co-ordinator*
- viii. *Review grant applications and represent the Association on the Clubs, Societies and Cultural Groups committee*
- ix. *Maintain relations with all clubs through their executive; meet with any club executives if support is required*
- x. *Mentor the Association's social representatives*
- xi. *Promote the Association's volunteering program*
- xii. *Attend and assist at Association events*
- xiii. *Attend all executive meetings*
- xiv. *Report monthly to the ASEC*
- xv. *Engage with the Association's social media platforms*

d) The Education Executive shall hold the following responsibilities:

- i. *Engage and consult with the student body regarding academic and support issues that would enhance their student experience whilst studying*
- ii. *Support and assist with student recruitment to academic committees*
- iii. *Maintain a relationship with the ASA Advocacy Coordinator; for input to the role and to report academic issues*
- iv. *Actively promote the Association's Class Advocates programme*
- v. *Actively promote student representation on academic committees*
- vi. *Attend Graduate Student Academic Committee (GSAC) meetings as appropriate*
- vii. *Assist with Association policy review*
- viii. *Review and provide feedback on University academic policies*
- ix. *Maintain a relationship with academic/faculty providing assistance where appropriate*
- x. *Maintain a relationship with clubs, providing assistance where appropriate*
- xi. *Meet with President, Vice President and Clubs' and Engagement Executive weekly*

- xii. *Attend all executive meetings*
- xiii. *Report monthly to the ASEC*
- xiv. *Mentor the Association's Academic & Welfare Representatives*
- xv. *Engage with the Association's social media platforms*

e) The Social Representatives shall hold the following responsibilities:

- i. *Engage and consult with the student body re activities that would enhance their student experience*
- ii. *Attend regular meetings with the Campus Culture Co-ordinator*
- iii. *Maintain relations with at least 4 clubs through their committee members; meet with any club committees if support is required*
- iv. *Promote the Association's volunteering program*
- v. *Promote, attend and assist at Association events*
- vi. *Attend weekly Social Tea, meetings*
- vii. *Attend all executive meetings*
- viii. *Reports to the ASEC every semester*
- ix. *Attend the University Sports and Recreation meeting*
- x. *Engage with the Association's social media platforms*

f) The Welfare Representative shall hold the following responsibilities:

- i. *Engage and consult with the student body regarding welfare and support issues that would enhance their student experience whilst studying*
- ii. *Maintain a relationship with the ASA Advocacy Coordinator; for input to the role and to report welfare issues*
- iii. *Maintain a relationship with Massey's Health and Counselling service and Health and Safety advisor*
- iv. *Attend Campus Health and Safety meetings*
- v. *Promote and support diversity on campus*
- vi. *Maintain relationships with clubs on campus that support diversity*
- vii. *Regularly meets Education Executive*
- viii. *Attend all executive meetings*
- ix. *Have fortnightly meetings with the Advocacy Co-ordinator and Advocacy Assistant*
- x. *Reports to the ASEC every semester*
- xi. *Engage with the Association's social media platforms*

g) The Academic Representative shall hold the following responsibilities:

- i. *Engage and consult with the student body regarding academic and support issues that would enhance their student experience whilst studying*
- ii. *Maintain a relationship with the ASA Advocacy Coordinator; for input to the role and to report academic issues*
- iii. *Actively engage with Class Advocates and promote Class Advocate programme*
- iv. *Actively promote the Lecturer of the Year program which raises teaching excellence on campus*
- v. *Attend Albany Academic Committee meetings as appropriate*

- vi. *Attend Graduate Student Academic Committee (GSAC) meetings as appropriate*
- vii. *Maintain a relationship with academic/faculty clubs, providing assistance where appropriate*
- viii. *Regularly meets Education Executive*
- ix. *Attend all executive meetings*
- x. *Reports to the ASEC every semester*
- xi. *Engage with the Association's social media platforms*

Motion informally Carried U

Motion AGM 27/2018:

“THAT the Albany Students’ Association Inc. agrees to remove Section 2.2, under Schedule 2: Election, Returning Officers:

“Deputies may be appointed as scrutineers and polling clerks.”

Moved: Chair
Seconded: Callum P
Carried U

Motion AGM 28/2018:

“THAT the Albany Students’ Association Inc. agrees to replace the wording *Executive* with *ASEC* throughout the constitution where appropriate”

Moved: Chair
Seconded: Sabrina
Carried U

Motion AGM 29/2018:

“THAT the Albany Students’ Association Inc. agrees to delete Section 4.5 Schedule 2: Elections:

“Voting for the Executive shall take place on five (5) consecutive days between the period Friday 4 p.m. and the following Wednesday 4 p.m. Voting will usually be electronically only”

Moved: Chair
Seconded: Jennifer
Carried U

Motion AGM 30/2018:

“THAT the Albany Students’ Association Inc. agrees to alter Section 4.7 Schedule 2: Elections, Election Procedure:

“In the case of electronic voting, a voter must prove his or her membership of the Albany Students’ Association (Incorporated) by completing the online voting form and correctly completing his or her personal details including entering his or her

unique student identification number into the database for the purposes of verification.”

To:

“A voter must prove his or her membership by entering his or her unique Massey University student identification number into the online voting form.”

Moved: Chair
Seconded: Lisa
Carried U

Motion AGM 31/2018:

“THAT the Albany Students’ Association Inc. agrees to alter Section 5.3 Schedule 2: Elections, nominations from:

“Nominations shall close ten (10) clear days after opening.”

To:

“Nominations shall close fourteen (14) clear days after opening.”

Moved: Chair
Seconded: Casey
Carried U

Motion AGM 32/2018:

“THAT the Albany Students’ Association Inc. agrees to alter Section 8.1 Schedule 2: Elections, Vote Counting, from:

“When polling closes, the votes will be validated against the roll of enrolled Albany internal students at Massey University. The Returning Officer shall decide whether a vote is valid.”

To:

“When polling closes, the votes will be validated against the roll of enrolled Albany internal students at Massey University as members of the Association. The Returning Officer shall decide whether a vote is valid.”

Moved: Chair
Seconded: Siobhan
Carried U

Motion AGM 33/2018:

“THAT the Albany Students’ Association Inc. agrees to alter Section 9.3 Schedule 2: Elections, Objections, from:

“The Executive shall appoint three (3) disinterested people to act as arbitrators who shall hear the complaints and decide whether the election or poll was invalid.”

To:

“The ESC shall act as arbitrators who shall hear the complaints and decide whether the election or poll was invalid.”

Moved: Chair
Seconded: Siobhan
Carried U

Motion AGM 34/2018:

“THAT the Albany Students’ Association Inc. agrees to alter Section 1.4.b Schedule 3: Meeting Procedure, Amendments, from:

“Must be dealt with before the original motion.”

To:

“Any motion to amend must be resolved before addressing the original motion”

Moved: Chair
Seconded: Jade
Carried U

Motion AGM 35/2018:

“THAT the Albany Students’ Association Inc. agrees to alter Section 1.4.b Schedule 3: Meeting Procedure, Amendments, from:

“All candidates are responsible for removal of their personal campaign publicity material before 5.00 p.m. on the last day of campaigning and for notifying the Returning Officer in writing that to the best of their knowledge this has occurred. Candidates must sign a provided form to the General Manager that confirms this.”

To:

“All candidates are responsible for removal of their personal campaign publicity material before 4.00 p.m. on the last day of campaigning and for notifying the Returning Officer in writing that to the best of their knowledge this has occurred. Candidates must sign a provided form to the General Manager that confirms this.”

Moved: Chair
Seconded: Meity
Carried U

Motion AGM 36/2018:

“THAT the Albany Students’ Association Inc. agrees to alter Section 10.5.g Executive Meetings, from:

“When both an incoming Executive member and an existing Executive member are present at a meeting, the voting right for their position shall be shared equally between them”

To:

“When both an incoming ASEC member and an existing ASEC member are present at a meeting, the voting right for their position shall be shared equally between them after the 1st of November”

Moved: Chair
Seconded: Siobhan
Carried U

End of Constitution Changes

9. General Business / Discussion Items

- a. Band Night**
 - i. General appreciation
- b. Open bar**
 - i. Practicality and licencing issues
- c. Quiz Nights**
 - i. Clubs usually hold quiz nights
 - ii. ASA does not wish to take over this event from clubs
- d. Event Ideas:**
 - i. Something that brings clubs together
 - ii. **Creative Club:** wish to collaborate with the dance and movie clubs
 - iii. **Stand up comedy night/ Joke off**
 - May be sensitive
 - iv. **Night Markets** with club stalls
 - v. **End of Semester Game night**
 - vi. **Karaoke night**
 - Lots of enthusiasm

10. Late Items

11. Q&A

Meeting Closed