



MASSEY UNIVERSITY STUDENT ASSOCIATIONS FEDERATION

TEN [10] STUDENT ASSOCIATIONS SPECIAL GENERAL MEETINGS Held Wednesday 19 October 2022

Student Association	Special General Meeting Details
Albany Students Association Lunch Provided	Date: Wednesday 19 October 2022 Time: 12noon Venue: Atrium Round Room
Massey at Wellington Students Association Available via Zoom [see Assn website]	Date: Wednesday 19 October 2022 Time: 12.00pm Venue: CoLab
MasseyDistance	Date: Wednesday 19 October 2022 Time: 6.30pm Venue: Zoom
Massey University Students Association Available via Zoom [see Assn website]	Date: Wednesday 19 October 2022 Time: 12noon Venue: MUSA Lounge
Te Waka o Ngā Ākonga Māori	Date: Wednesday 19 October 2022 Time: 1.30pm Venue: Te Whare Taupua
Manawatahi	Date: Wednesday 19 October 2022 Time: 1.00pm Venue: Kaingarua (K2)
Kōkiri Ngātahi Available via Zoom [see Assn FB page]	Date: Wednesday 19 October 2022 Time: 4.00pm Venue: T18 Whānau Room, Wellington Campus
Massey Albany Pasifika Students' Association [MAPSA]	Date: Wednesday 19 October 2022 Time: 4.00pm Venue: The Fale, Student Central, Level 1
Massey University Pasifika Students' Association [MUPSA]	Date: Wednesday 19 October 2022 Time: 1.00pm Venue: Fale Pasifika
Massey Association of Pasifika Students [MAPS]	Date: Wednesday 19 October 2022 Time: 5.00pm Venue: Fale T33

These papers include the business to be transacted at each of the 10 student associations Special General Meetings [as they relate to the umbrella entity MUSAF]. Individual associations may [on their communications platforms] outline additional business that needs to be included in their specific Special General Meeting, there is a placeholder for this on the agenda.

Minutes

1. Introduction and welcome, Special General Meeting outcomes
2. Exec Member Introductions
3. Attendance and Apologies
4. Business to be transacted by individual associations
5. Presentation of Services amalgamation and restructure
6. Management of Business Units under new structure [MUSA only]
7. Presentation of Representation amalgamation and restructure
8. Appointments and Elections of 2023 Student Representatives
9. Inaugural appointments for 2023
10. 2022 Elected Student Reps role continuation
11. MUSAF Constitution Adoption
12. Approval to wind up association
13. General Business
14. Attendance prize draw
15. Close of meeting

(1) Special General Meeting Outcomes

The purpose of this Special GM is to ensure members are informed of the work undertaken by the MUSAF board and member associations that has resulted in the proposal to, and request for student support to, amalgamate and restructure the student associations.

The board and student associations are seeking member support to realise the opportunities identified that will improve student representation and the delivery of student services.

This notice of Special General meeting provides background information and notice of motions that each association would like members to endorse at the Special General Meeting.

The motions that MUSAF requests endorsement of are:

1. Services [amalgamation and restructure]
2. Representation [amalgamation and restructure]

The new MUSAF constitution [attached] outlines the rules of the new amalgamated association. The constitution shows a single governance structure for both representation and services and makes provisions for each cohort to continue to be self-determining, upholding Tino rangatiratanga in student representation. Please note that this draft is more detailed than current associations' constitutions, primarily because of the requirement to comply with the provisions in the new Incorporated Societies Act 2022.

To that effect MUSAF requests endorsement of:

1. The MUSAF Constitution
2. The motion to wind down existing associations

(2) Introduction of ASA Executive

1. President: Jake Law (Chair)
2. Vice-President: Marizaan Zwart
3. Engagement Officer: Michaela Futter

(3) Attendance and apologies

Attendees:

Jonna Vesth, Mikaela Matenga, Michaela Futter (ASA Engagement Officer), Marizaan Zwart (ASA VP), Jake Law (ASA President, Garden Club), Andrew John Stone (Tabletop Club), Jennifer Zhou (UNIQ) , Aashna Ashlisha Devi (TSCF), Dallin Niuelua, Aihui Sun, Ronnie Readings (Athletes in Action), Julia Ling (MU Ultimate Frisbee, Kieran Woods (AMESS), Sabrina Delgado (Women in Economics & Finance), Emily Copland (Women in Economics & Finance), Ben Austin, Emma Brown, Christina Eagle (AMESS), Masa Bilic, Rita Zhang (MUA Fencing Federation), Lily Walkington (Ecology Club), Alex Berry(AMESS), Lucille Erwee (MUA Snow Club), Linda Yan (MUA Food Tech Society), Gabrielle Lobo, Joseph Gibbs (Student Life), Geng Ye, Jose Miguel Alonso-Trabanco, Zhuoyuan Duan(Massey Chinese Christian Fellowship), Jason Archer (Tabletop Club), Gina Carter, Cindy Zhu (AMESS), Vanessa Girvan, DeLorne Petersen, Vladimir Vladimirov Minkov, Stephine Pau (MAPSA)

Apologies: SALT

Motion SGM 01/2022

"That the apologies of the Special General Meeting held on Wednesday 19th October 2022 be accepted."

Moved: Chair
Seconded: Alex Berry (AMESS)
Carried: Majority

(4) ASA Business

Previous Minutes

Motion SGM 02/2022

"That the minutes of the Annual General Meeting held 25th May 2022 be accepted as true and accurate record."

Moved: Chair
Seconded: Jason Archer (Tabletop Club)
Carried: Majority

Honoraria Increase

The current ASA constitution states,

Schedule 1, 1 a) Honoraria payments must be set at a General Meeting prior to the election for their year of office.

However, in alignment with the MUSAF principal to pay student representatives the living wage, ASEC propose:

Motion SGM 03/2022

"That ASA Executive honoraria payments be increased to reflect the increase in the living wage from \$22.75 to \$23.65 per hour effective 1 September 2022."

Moved: Chair
Seconded: Christina Eagle (AMESS)
Carried: Majority

Period Poverty Trial Update

An update will be provided by Michaela Futter, ASA Engagement Officer. (Motion updated)

Motion SGM 04/2022

"That the ASA membership support partially funding free period products to Massey University students in 2023 and continue to provide access to period products on the Albany campus whilst discussions continue with Massey University for them to provide this service and will set aside \$14,000 (fourteen thousand dollars) in the Student Life Account for this purpose."

Moved: Michaela Futter

Seconded: Ben Austin

Carried: Majority

(5) Services Amalgamation and Restructure

History and Background

MUSAF was established in 2000, its main activity being to receive student fees from MU and pass these fees onto the individual student associations.

MUSAF was incorporated on the 23 November 2006, the membership of MUSAF at this time was the four [4] general student associations and one [1] Māori association [ASA, MAWSA, MAD, MUSA and TWONAM]. Each association could appoint 1 of their student reps to the MUSAF Executive.

Between 2006 – 2010 MUSAF returned financial accounts on behalf of the 5 student associations. From 2011 to 2020 MUSAF was dormant, MUSAF reported no bank accounts, no funds or assets and no operational or financial business was transacted.

Massey University mandate to centralise services

Massey University requested the centralisation of services delivered by the 4 general student associations in 2021.

While Massey University reported that the request to centralise had been in place for many years, the fast-moving nature and short-term tenure of elected student reps meant it was difficult to resource and realise a centralised structure.

In response to Massey University's request, the associations resurrected MUSAF in 2021. MUSAF's mandate was for students' reps to formally partner to govern over services and work towards achieving the centralised structure required by Massey University.

A new MUSAF constitution was drafted early 2021 that included the 4 general and 3 Māori associations, this constitution was reflective of the partnership between the general and Māori associations at the time. This constitution was not formally lodged, and feedback from students and the associations indicated a desire to extend MUSAF membership to Pasifika clubs.

Between August and October 2021, MUSAF membership was reshaped to include general, Māori and Pasifika associations. MUSAF remained a Federation that served as an umbrella entity for independent and autonomous associations.

In October the new constitution was signed by 10 member associations. This constitution was formally lodged with societies on the 21 October 2021 and currently remains in place.

The MUSAF constitution outlines that the services arm of the 10 associations is governed by the MUSAF board. This meant, that in 2022, individual association execs no longer governed over services at their location.

Furthermore, in 2022, MUSAF held the SLA contract with Massey University, however, needed to subcontract the delivery of services back to student associations as staff were employed by individual student associations, not MUSAF.

Massey University subsequently advised that MUSAF would not be permitted to subcontract back the delivery of services from 2023.

To this effect, and in recognition that without authority to subcontract, student associations will amalgamate in 2023. The new MUSAF constitution reflects a change from the current independent and autonomous nature of the 10 member associations to a single amalgamated entity.

The amalgamation could be achieved by simply transferring the employment of current staff to MUSAF, this approach however, would not ensure that the services provided to students were equivalent or equitable nor would it ensure that staff worked in partnership as staff would continue to work independently for students at their campus. To this effect, MUSAF is currently consulting on a proposal to restructure the student association.

It is important to note that the review of association service delivery was not about reducing association costs. There has been no indication that Massey University is going to reduce future funding.

Questions:

Q. Once we are combined, how will it impact clubs which work across multiple campuses?

A. Jake discussed that it would help to streamline the club grant processes, which will enable the clubs to more successfully work across all campuses. At the moment each campus uses a different process for clubs to access grants.

Q. AMESS President Christina Eagle asked how will it change the club grants?

A. Jake said that it would help to streamline the club grant process, as all campuses will then be following the same guidelines.

Q. Snow Club President Lucille Erwee asked once the associations merge, if there are multiple of the same club across campuses will they be required to merge their clubs?

A. Clubs will not be required to merge with clubs from other campuses.

Q. AMESS President Christina Eagle asked which Massey location will be taking lead on the club grants process?

A. This process has not been confirmed yet.

Q. AMESS President Christina Eagle asked once the grants process is being looked at, will the clubs be consulted?

A. Yes hoping to have consultation with all clubs to ensure that the clubs grant process is suitable for all clubs.

Motion SGM 05/2022

"That the student members of Albany Students' Association Inc support the amalgamation of the services arm of student associations. We understand that this has been mandated by Massey University and that the MUSAF board are proposing to restructure roles to ensure that staff can work as one team in the future."

Moved by Chair, Jake Law.

Seconded: Dallin Niuelua

The motion carried with 22 in favour and 0 against by vote.

ASA – jump to page 7 section **Representation Amalgamation and Restructure**

(6) MUSAF Business Units

The business units owned and managed by MUSA will be looked at separately by MUSA members. At the Special General Meeting, the MUSA exec is looking for support from their student members for the management of the MUSA business units to be transferred to MUSAF.

For clarity, the properties, shop & radio [high asset worth or net profit] will continue to be treated as independent business units, owned by MUSA for the benefit of Manawatū students. It is the management and governance of these business units that is proposed to change.

The new amalgamated association's structure includes resource to manage the MUSA business units [Shop, Properties and Radio].

The members of MUSA have a choice to make about how the business units at MUSA are governed and managed in the future. The options are.

1. Endorse the management structure of MUSAF. This would mean that the MUSAF GM manages the MUSA business units and other MUSAF staff provide the resources required to effectively manage and support the business units. The MUSAF board would govern the business units.
2. Redefine the MUSA constitution so the business units can stand-alone under independent governance and management.

MUSAF Governance and Management	MUSA Governance and Management
Radio and Shop employees will be employed by MUSAF. The properties would have a change of property manager contract holder.	Radio and Shop employees will continue to be employed by MUSA The properties will continue to be managed by property managers contracted by MUSA.
The MUSAF board governs the business units, however only Manawatū students make decisions about the use of profits. Profits can only be distributed with Manawatū student permission on receipt of a proposal from the MUSAF board [outlined in constitution rule 12.5]	MUSA will need to establish a new governance board for the business units. This would require a constitution change.
The new proposed structure provides the human resources needed to manage the business units – leadership, finance, communications, design.	MUSA would need to employ or retain its own staff to manage the business units. MUSA would need to continue to have the appropriate systems in place to manage this e.g. accounting systems, payroll

Historical profits will be protected, and future finances will be managed as separate cost centres for the benefit of Manawatū students.	Historical profits stay independent
All business unit costs are paid for by the business units	All business unit costs are paid for by the business units
All business unit profits are held in MUSAF business unit accounts and are untouchable by MUSAF for other purposes.	All business unit profits are held in MUSA accounts.

Under both options;

1. The historical profits from the business units will remain the property of Manawatū students
2. The ongoing profits from the business units will remain the property of Manawatū students
3. The \$100,000 SLA contract sum for radio would continue to be provided to Radio Control.

For MUSAF to manage and deliver the business units on behalf of MUSA members a management fee would need to be paid to MUSAF to offset the management costs incurred. These would be equivalent to the current costs incurred to manage these business units.

The opportunity for these business units to contribute to the wellbeing of all Massey University students can be reviewed in the future.

Motion: "That the student members of MUSA approve the transfer of the governance and management of MUSA business units to MUSAF. These units include Radio, Properties and the MUSA shop, understanding that historical and future profits will be used for the benefit of Manawatū students and that the MUSAF board must present a proposal for Manawatū member approval to spend any profits, understanding that a management fee will need to be paid to MUSAF and that this management fee will be a fair representation of the costs incurred by MUSAF to manage the business units."

Moved by [member name]. The motion carried with X in favour and X against by vote.

(7) Representation Amalgamation and Restructure

History and Background

In 2022, the MUSAF board commissioned a review of student representation at Massey University.

Student representation occurs both within Massey University and with external groups on a national scale, however 82% of Massey students surveyed stated that they didn't know how student reps represented them.

Representation activities are broad and there are both structured and unstructured opportunities to represent the interests of students. Student reps proactively look for opportunities to improve student life and address student needs. They provide feedback, influence, educate and comment on the many facets of Massey's operation. Student reps collaborate, cooperate and partner with Massey to recognise and directly involve students' ideas, experiences, questions, and concerns into decisions at all levels from course development to service delivery.

The representation review was commissioned with a view to achieving a stronger more unified student voice and to identify opportunities to reduce the challenges student reps face when advocating for the interests of students. The decisions made by the board will increase the effectiveness of student reps and ensure more equitable and equivalent representation of students across locations (Auckland, Manawatū, Wellington, Distance) and by cohort (General, Distance, Māori, Pasifika).

The review included pre review interviews, consultation interviews, online surveys, and many hours of conversations with elected student reps.

New Representation Structure – 2023

The MUSAF board was excited to share the decisions and direction that will shape the future of student representation at Massey University in August 2022 [student communications update]. The new structure and additional support functions such as training and development, policy and operating manuals will ensure that future student reps will be better supported to deliver a strong and unified student voice.

The MUSAF board are confident that the decisions made are reflective of student feedback and will have a significant and positive impact on how students are represented in the future, the board's decisions support the student mandate to;

1. Reduce the number of student associations
2. Reduce the core number of elected student reps (ESR)
3. Ensure there are structures in place so that more students can work in the student rep space
4. Review and achieve greater alignment with the number of ESR other universities have
5. Ensure Māori and Pasifika students are represented by Māori and Pasifika ESR

There were many drivers that influenced the final structure approved by the MUSAF board.

The new single association structure needed to;

1. Address inequity for Māori and Pasifika students.
2. Provide equity for distance student reps to reflect the scale and depth of students within the distance community. Additionally acknowledging that distance learning now effects most students.
3. Ensure that the remaining student reps were spread as evenly as possible across Auckland, Manawatū, Wellington and Distance so student reps are available to the students at each campus.
4. Ensure that there is leadership at each campus that can provide coordination and support to student reps at each location.

5. Ensure that a range of identified portfolios and student rep titles can be allocated to student reps and that some student reps will hold a campus/location portfolio.
6. Make a provision for other groups of student reps to partner with the student association, receive the same opportunities and be remunerated for their work.

Where are we now?

The spirit of existing associations will continue under the new unified structure but with equitable access to the opportunities that the partnership offers.

Once the amalgamation occurs the following opportunities will be realised;

1. The board of MUSAF will govern over representation but the appropriate provisions have been made in the constitution so that cohorts can continue to be self-determining [Tino rangatiratanga] while sitting within a unified structure that would provide more equity, support and opportunity.
2. Equitable access to funding to pay student reps to represent the interests of students within their communities.
Historically, Māori and Pasifika student reps were not paid to deliver representation. This was realised via the MUSAF partnership in October 2021. Prior to that some presidents were invited to sit on the general association execs and were paid a small honorarium for their contribution.
3. Pay parity for all student reps regardless of position or role.
All associations currently have different payment structures [honorarium vs contractors vs employees] and different rates of pay. All student reps will be paid the living wage post amalgamation.
4. Tripartite President positions to ensure general/distance, Māori and Pasifika student communities are led by their individual presidents.
Under a standard amalgamation there would only be 1 president. MUSAF identified that leadership by cohort was a priority and established tripartite president positions, all full time, to ensure equitable leadership of student reps within each cohort.
5. Equitable student rep roles and hours to represent student communities.
Historically, there was very little student representation occurring by Māori for Māori and by Pasifika for Pasifika. The ESR for Māori and Pasifika associations typically delivered services. The new structure achieves equitable student rep numbers and hours to do representation work. The structure was drafted with a view to ensure all student communities could be equally represented, irrespective of the number of students within the community.
6. Tripartite positions to be acknowledged and valued at the highest level of representation within Massey University, i.e SLT, Council and Academic board.
Currently there are no SLT or Council positions that MUSAF can access. The 1 council seat is elected externally from the associations. MUSAF is working with the university to review this in the future with a view to ensuring the tripartite leadership of MUSAF can be supported with [3] seats on the council. Additionally, the 3 presidents will hold 3 out of 5 seats on the Academic board.
7. Access to equal training and development opportunities.
Māori and Pasifika student reps do not get the same level of training and development from their respective national bodies, nor did they have access to the funds required to provide their student reps with the training and support required. This will change. The new training and development programme will be accessible by all student reps.
8. Equal support from staff [Representation Manager]
In 2022 Māori and Pasifika student reps received some support from MUSAF in terms of financial management, however the future Representation Manager will be a resource for all student reps. It will be the role of this manager to provide support and guidance where required. The Representation Manager will also help with knowledge transfer from year to year so that progress isn't lost.

9. A student representation handbook, policies and job descriptions are under development. Thus, providing all student reps with the information they require to effectively commence their roles, but also so student reps can be recruited with a clear understanding of what student representation is and what the role entails.
10. Massey University have been advised of what student reps require in the future so that they can be more confident and competent when advocating for their students on boards, committees and working parties. Massey University is working to make the improvements requested.
11. The new structure provides more opportunities for students [that are not formal office holders] to undertake student representation by sitting on Massey University boards and committees. In addition, students will be paid for this work on no lesser terms than an office holder. Students can look out for these opportunities in the new year.
12. The MUSAF board will actively seek mentors for student reps.

From 2023, it is proposed that the MUSAF board will govern over both the representation and services arms of association business. The decision to move to a single governance board aligns the governance model for representation with the existing governance model for services and provides the appropriate level of leadership and accountability for student reps.

The current MUSAF board has a 50% Māori and 50% non-Māori voting structure. There are 14 board members with 4 seats held by Māori student reps.

While the existing voting structure remains unchanged, the new board composition aligns vote and voice, this means each vote corresponds with a seat at the board table. From 2023, the MUSAF board will have the following membership:

Mana Whakahaere [1]	Pasifika President [1]	General/Distance President [1]
Māori Rep [1]	Pasifika Rep [1]	General VP or Distance VP [1]
Māori Rep [1]		
Māori Rep [1]		

The three (3) Māori Reps on the board will be appointed from the four (4) student representatives;

1. Kaiwhakahaere o Te Waka O Ngā Akonga Māori
2. Kaiwhakahaere o Manawatahi
3. Kaiwhakahaere o Kōkiri Ngātahi
4. Kaiwhakahaere o Distance

New Association Structure for Representation

	General/Distance	Hours	General/Distance	Hours	Māori	Hours	Pasifika	Hours	Totals
			General/Distance President	37.5	Māori President	37.5	Pasifika President	37.5	112.5
Auckland	VP Auckland	20	Auckland Student Rep	10	Auckland Māori Student Rep	10	Auckland Pasifika Student Rep	10	50
Manawatū	VP Manawatū	20	Manawatū Student Rep	10	Manawatū Māori Student Rep	10	Manawatū Pasifika Student Rep	10	50
Wellington	VP Wellington	20	Wellington Student Rep	10	Wellington Māori Student Rep	10	Wellington Pasifika Student Rep	10	50
Distance	VP Distance	20	Distance Student Rep	30	Distance Māori Student Rep	10	Distance Pasifika Student Rep	10	70
Totals		80		97.5		77.5		77.5	332.5

	Community	Hours
Alliance Partner	Rainbow & Takatāpui	20
Alliance Partner	Disability	20
Student Rep	Post Grad	15
Student Rep	International	15
		70

Questions:

Q. Dallin Niuelua asked regarding the pay parity that is discussed in point three, and whether there has been any consideration regarding the different level of work done by ESR?

A. Jake discussed that the board had voted to have pay parity among all ESR and as President and Vice President do more hours, they will receive a more significant remuneration.

Q. Dallin Niuelua asked regarding point four concerning the Tripartite President roles, if these Presidents cannot align their votes, how do they decide?

A. The board will be able to have a final vote and majority voting rules.

Q. Dallin Niuelua asked how will we be able to keep local decisions for local problems?

A. Strong structures have been put in place to ensure that the ESR who are making decisions are a part of the cohort the decision will impact. For example, Māori student representatives only involved with decision making which exclusively impacts Māori taura.

Q. Ben Austin asked what will the mentorship program look like for the incoming ESR?

A. Future structures will allow the MUSAF Board to seek appropriate mentors in order to help guide the ESR. These have not been fully defined yet as they want to keep it open ended. This will create an opportunity to open mentorship outside of MUSAF and Massey.

Q. ASA Engagement Officer Michaela Futter asked if there will be a term of references to ensure that confidentiality is kept between ESR and the mentor?

A. Yes confidentiality will be very important once the mentoring program is running.

Q. Dallin Niuelua asked why was Kaiwhakahaere used instead of Tumuaki?

A. Te Waka President Mikaela Matenga said that there had been a lot of discussion on the MUSAF board and that her counterparts decided to term the term Kaiwhakahaere instead of Tumuaki for future ESR.

Motion SGM 06/2022

"Student members of Albany Students' Association Inc support the amalgamation of the representation arm of student associations, and endorse the structure proposed."

Moved by Chair, Jake Law

Seconded: Ben Austin

The motion carried with 23 in favour and 0 against by vote.

Abstentions: None

(8) Appointments and Elections of student reps

Management of the change from the current individual association election process to realizing the new single association structure

The new representation structure above includes a range of student rep roles, some roles will be appointed and some elected.

The following seven [7] roles will be appointed [following an open recruitment, interview and selection process]

1. General/Distance President
2. Mana Whakahaere
3. Pasifika President
4. Vice President Distance
5. Vice President Auckland
6. Vice President Manawatū
7. Vice President Wellington

The remaining sixteen [16] roles below will be elected annually in semester 2, however the inaugural election will occur in March 2023.

1. Auckland Student Rep
2. Manawatū Student Rep
3. Wellington Student Rep
4. Distance Student Rep x 3
5. Kaiwhakahaere o Te Waka O Ngā Akonga Māori
6. Kaiwhakahaere o Manawatahi
7. Kaiwhakahaere o Kōkiri Ngātahi
8. Kaiwhakahaere o Distance
9. Pasifika Auckland Student Rep
10. Pasifika Manawatū Student Rep
11. Pasifika Wellington Student Rep
12. Pasifika Distance Student Rep
13. Post Grad Student Rep
14. International Student Rep

The Disability and Rainbow & Takatāpui roles will be elected or appointed by their respective groups.

In the instance that election does not fill a vacancy, the association will no longer hold a byelection. The Executive team [made up all the student reps] will be able to appoint a student into the vacant position. This will ensure that all student reps commence their roles on time, receive all the same inductions and trainings as their peers and have the same opportunities to be considered for all Massey University board and committee positions.

Q. AMESS President Christina Eagle asked if there were any discussion regarding opening elections for all positions and then if not filled to turn to appointing someone?

A. The thinking behind creating appointing roles would be that the best candidate would get selected, not just the most popular. These structures have been created to be very adaptable. If it does not work and students want to change it, there is opportunity for this in the future.

Q. AMESS President Christina Eagle said that as the location based Vice President role would be replacing the President, they would become the face of each location. If the student doesn't feel confident enough to run in an election, would they be able to properly represent all location based students properly?

A. Te Waka President Mikaela Matenga said that being able to appoint people into these roles will help to create a form of security to ensure that all positions get filled each year.

Q. How will the board decide which role will be appointment and which will have to run in election?

A. The Musaf Board has selected leadership positions to be appointed for 2023, this includes Presidents and Vice Presidents. All other roles are elected or alliance partners.

Q. Ben Austin asked if only current students can run, or are past students able to run as well?

A. The student will have to be enrolled as a Massey student during the election to be eligible. For an example for the President roles, the role is full time so this person will not be able to be a full time student, but they will need to be enrolled during the election.

Q. Dallin Niuelua asked if the process will be transparent and if all students will know who else is running for the roles?

A. Yes it will be public knowledge of who will be making the decision and the students will know who else is running for the role.

Q. Dallin Niuelua asked that since the student is appointed, what happens if the student body decides this person is not appropriate for the role?

A. Students will be able to create a petition and the board will have to act on this. Structures have not been confirmed yet.

Q. Jason Archer from Tabletop club asked how were the roles chosen to be appointed versus election based?

A. It would be ideal to have students run in the election and then in the future go into an appointed role. These roles were chosen to create a safeguard for all students. Ensuring that student leaders were appointed to these roles. These can be student leaders in any capacity at Massey.

Q. AMESS Vice President Alex Berry asked why do distance have so many more ESR?

A. Due to the larger amount of distance students. In order to accurately represent all distance students, more ESR are required.

Q. Ben Austin asked how long the students would be in their roles for?

A. The roles will be calendar year. If a student would like to continue in their role, they are welcome to run again the following year.

Q. AMESS President Christina Eagle asked that if the appointing role communication would be sent out to students, how will we ensure that students are properly engaged and consulted with this process? As ASA communication has not been very clear in the past.

A. Once we are 1 association, it will make it clearer. Appointed roles will occur at the same time as the election. Future MUSAF will have someone in the role to ensure communications are clear and done properly.

Motion SGM 07/2022

"That student members of Albany Students' Association Inc support the appointment of Presidents and Vice Presidents with all other roles being filled by election, and understand that there will no longer be byelections, if a role is not filled by election, then it will be filled by an appointment process."

Moved by Dallin Niuelua

Seconded: Andy Stone

The motion carried with 24 in favour and 0 against by vote.

Abstentions: Christina Eagle (AMESS)

(9) Inaugural Appointments for Student Representatives for 2023

Questions:

Q. Dallin Niuelua asked if the Massey staff member for the recruitment process has been confirmed yet?

A. This staff member has not been confirmed yet, Jake has recommended the student voice facilitator staff member.

Q. Dallin Niuelua asked that since student associations are meant to be separate from Massey, why has a Massey staff member been chosen to be a part of the recruitment process?

A. This was done to create a bridge between the new student association and the University.

Q. AMESS President Christina Eagle said that she agrees with Dallin, would it be better to have the staff member there but not to have a voting right?

A. Jake will discuss with the MUSAF board the potential to have the Massey staff member have speaking rights but not voting rights.

Motion SGM 08/2022

"That student members of Albany Students' Association Inc support the immediate recruitment, following this SGM, of appointed Student Representative roles for 2023 (Presidents and Vice Presidents).

Understanding the future appointment process is outlined in the constitution, but that the inaugural appointments will occur following a call for expressions of interest from the student body.

Understanding that the recruitment panels will include

1. The MUSAF GM
2. A Massey University staff member
3. 3 independent panel members recommended to the board by the Ex-Officio board members and Distance Presidents.

The panel that appoints the General/Distance President and Vice President roles will differ from the panel that appoints the Mana Whakahaere role, which will differ again from the panel that will appoint the Pasifika President role.

The panel will be tasked with shortlisting and interviewing candidates and making a recommendation to the board. The appointed roles will then be announced to the student body"

Moved by Chair, Jake Law.

Seconded: Christina Eagle (AMESS)

The motion carried with 26 in favour and 0 against by vote.

(10) 2022 Elected Student Rep continuation

There is a significant amount of work to be done between now and realizing the new representation and services structures.

Representation:

Seven [7] appointed roles, will be recruited in 2022, The presidents' roles will commence on 1 January 2023, with the vice president roles commencing 1 February 2023.

The remaining sixteen [16] positions will be elected in March 2023 and commence their roles immediately post elections. This has meant that individual associations have not be able to host their own elections during semester 2.

Current student reps have been asked if they are willing to remain an office holder until the 2023 elections take place.

Follows is the list of current student reps and their corresponding intention to remain in their roles.

NAME	Association	ROLE	ESR ROLE CONTINUATION UNTIL 2023 ELECTIONS
DISTANCE			
Jacalyn Clare	MasseyDistance	Co-President	Full Capacity
Jax Watt	MasseyDistance	Co-President	Reduced Capacity
Sam Glen	MasseyDistance	Vice-President	Full Capacity
Steph Allen	MasseyDistance	Finance & Compliance	Full Capacity
Paige Moki	MasseyDistance	Māori	Full Capacity
Ricky-Jean Curteis	MasseyDistance	Pasifika	tbc
Josh Wharton	MasseyDistance	Equity & Welfare	Full Capacity
Tina Morrell	MasseyDistance	Wellness	Full Capacity
Victoria Cacciopoli	MasseyDistance	Education	Full Capacity
ALBANY CAMPUS			
Jake Law	ASA	President	Full Capacity
Michaela	ASA	Engagement	Not continuing
Marizaan Zwart	ASA	Vice President	Not continuing
DeLorne Petersen	MAPSA	President	Not continuing
Stephine Pau	MAPSA	Event Planner	Not continuing
Lilly Feleti	MAPSA	Treasurer	Reduced Capacity
Mikaela Matenga	Te Waka	Tumuaki	Not continuing
MANAWATŪ CAMPUS			
Marla Beissel	MUSA	President	Full Capacity
Izza Atif	MUSA	Equity & International	Full Capacity
Emma Bower	MUSA	Admin	Full Capacity
Amelia Buur	MUSA	Co-Welfare	Not continuing
Eden Segev	MUSA	Co Welfare	Not continuing
Atif Baig	MUSA	Post-Grad	tbc
Saylem Napia	Manawatahi	CoPresident	Full Capacity
Arapera Taiapa	Manawatahi	CoPresident	Reduced Capacity
Akeina Tairea	Manawatahi	Secretary	Full Capacity
Te Rongopoi McNaught	Manawatahi	Sports Coordinator	Full Capacity
Jiah Clarke	Manawatahi	Treasurer	Full Capacity
Tūheimoa Maruera	Manawatahi	Kapa haka Coordinator	Full Capacity
Anton Wilson	Manawatahi	Events Coordinator	Not Continuing
Rosie Koko	Manawatahi	Media Coordinator	Not Continuing
Siutaisa Havea	MUPSA	Secretary	Reduced Capacity
Ester Lafoga	MUPSA	President	Reduced Capacity
Falaula Tuigamala	MUPSA	Events Coordinator	Reduced Capacity
Rebeca Bothamley	MUPSA	Events Coordinator	Reduced Capacity
Taufilo Taufilo	MUPSA	Vice-President	Reduced Capacity
Sila Sinamoni	MUPSA	Sports Coordinator	Reduced Capacity
WELLINGTON CAMPUS			
Elizabeth Hodgson	MAWSA	Co-President	Not continuing
Fiona Lu	MAWSA	Co-President	Full Capacity
Khushboo Singh	MAWSA	Vice-President	Reduced Capacity - 10 hours
Kate Winsley	MAWSA	Academic	Not continuing
Jo Sunga	MAWSA	Welfare and Equity	Not continuing
Maya Louw	MAWSA	Clubs	Not continuing
Genevieve Rae	MAWSA	Sustainability	tbc
Antonia Quinn	Kōkiri Ngātahi	Tumuaki	Meetings only
Christian Hawira-Seanoa	Kōkiri Ngātahi	Education Officer	Not continuing
Seth Niwa-Apelu	Kōkiri Ngātahi	Creative Officer	Not continuing
Te Taumata Nelio	Kōkiri Ngātahi	Hauora Officer	Full Capacity
Khushboo Singh	MAPS	President	Full Capacity
Sosefina Filo Masoe	MAPS	Events Coordinator	Full Capacity
Josefine Haring	MAPS	Secretary	Full Capacity
Sherridan Kanavatoa	MAPS	Vice President	Full Capacity

Where student reps are not willing to continue, the roles will remain vacant, however please note that the 3 presidents and 4 vice presidents will be recruited in 2022, ready for their respective start dates in 2023.

We acknowledge that this is not ideal, and in some instances reduces capacity at locations but we ask for your support between now and the first quarter of 2023 so that the new structure can be fully realised at the March 2023 elections.

All student reps will continue to be paid as per their current arrangements until they vacate their roles once elections have occurred.

Any constitutional requirement association execs have to pass motions, will be transferred to the MUSAF board in the absence of a quorum [where required and depending on individual association student rep availability during the transition period].

Motion SGM 09/2022

"That student members of Albany Students' Association Inc support the continuation of current student reps until the 2023 elections are held, understanding that this is necessary while the association completes transitions into the new structure."

Moved by Chair, Jake Law.

Seconded: Ben Austin

The motion carried with 24 in favour and 0 against by vote.

Abstentions: None

(11) MUSAF Constitution

The new MUSAF constitution is tabled. This constitution was adopted by the MUSAF board at their Annual General Meeting on 7 October 2022. Please note that for MUSAF to become an incorporated society it must have a constitution that will comply with the new Incorporated Societies Act 2022 – the draft indicates in footnotes the statutory requirements for certain Rules in the draft.

This new constitution adopted will replace the constitution dated October 2021.

Q. Dallin Niuelua asked if there is anything crazy that has been added into the new constitution?

A. Nothing crazy, but there is a lot more accountability of the general manager to the MUSAF board. This new constitution has gone through many drafts and lawyers to ensure that everything is accurate.

Q. Dallin Niuelua asked if this will be the new constitution that ASA will adopt?

A. ASA will follow the current constitution until March for the new election. There may be a slight overlap as new appointed roles will come aboard.

Q. Dallin Niuelua asked if we could note when this new constitution will be adopted?

A. The MUSAF board has adopted the new constitution on 7th October. ASA General Manager Jacqueline said that there are a lot of moving parts at the moment as services are also being restructured. The new constitution will take over immediately for ASA. As ASA is wrapping up business for the year, services will then be moved to MUSAF.

Motion SGM 10/2022

"That student members of Albany Students' Association Inc adopt the new MUSAF constitution as the constitution that outlines the composition, powers and objects of the new amalgamated student association, and agree that student members of Albany Students' Association Inc transfer their membership to MUSAF."

Moved by Chair, Jake Law.

Seconded: Alex Berry (AMESS)

The motion carried with 27 in favour and 0 against by vote.

Abstentions: None

(12) Winding Down

Furthermore, once the new constitution is adopted, members need to formally motion the winding down of their existing association and approve the transfer of surplus assets.

MUSA would make an exception here stating that the transfer of assets would exclude the business units.

There is no fixed date required to wind down associations. The appropriate processes for winding down each association will be applied as required in 2023.

ASA Winding Down clause from constitution.

14. DISPOSITION OF THE PROPERTY ON DISSOLUTION

On the winding-up or dissolution of the Association, the surplus assets of the Association, after payment of all costs, debts and liabilities shall be handed to a charitable organisation of the majority of the members choosing, to be held upon trust and invested for the benefit of the student community until such time as a similar Association is formed PROVIDED THAT no such assets may be distributed to an association which permits members to receive personal pecuniary benefits or a distribution of assets on winding up, or whose rules may be altered to permit such benefits or distributions.

Motion SGM 11/2022

"That Student members of Albany Students' Association Inc endorse the winding down of Albany Students' Association Inc to realise the opportunity to become members of the new amalgamated student association, and upon winding down Albany Students' Association Inc the surplus assets available after the payment of all liabilities shall be transferred to MUSAF, a charitable entity whose objects are similar to our own."

Moved by Chair, Jake Law.

Seconded: Christina Eagle (AMESS)

The motion carried with 25 in favour and 0 against by vote.

Abstentions: None

Carried with majority votes

Note to individual associations: Individual constitutions will have a Rule relating to winding-up, which may specify things like the majority required to approve a winding-up, and what happens to the net funds of each Association after payment of debts. In the absence of a Rule or Rules specifying those things, the motion will require a majority vote at a duly convened general meeting which has a quorum, and the resolution should specify what is to happen to the net assets after payment of debts – in this case transfer of the net assets to MUSAF.

(13) General Business

Honorary Life Memberships

As per the ASA constitution:

7.2. Honorary Life:

- a) Honorary Life Membership of the Association may be conferred upon any person in recognition of their outstanding contribution to the Association.
- b) Such membership shall only be conferred by a two-thirds majority vote at a General Meeting of the Association.
- c) Honorary Life members shall be exempt from payment of subscriptions to the Association.
- d) Honorary Life members shall have speaking but no voting rights at any General Meeting of the Association.
- e) With the exception of the above, Honorary Life members shall have all the rights and privileges of Ordinary Membership.
- f) The President and Vice-President who complete a full term shall be considered for Honorary Life Membership, after significant contribution to the ASA.**

Motion SGM 12/2022

"That Ben Austin be made an honorary life member of the Albany Students' Association Inc. in recognition of his term as ASA President 2021, the advancement of MUSAF, and being the student representative on the University's crisis management team during the Covid pandemic."

Moved: Chair, Jake Law
Seconded: Christina Eagle (AMESS)
Carried: Majority
Abstentions: Ben Austin

Motion SGM 13/2022

"That Michaela Futter be made an honorary life member of the Albany Students' Association Inc. in recognition of her term as ASA Vice-President 2021, and for the work carried out in the prevention of sexual harm area, period poverty, and student engagement."

Moved: Chair, Jake Law
Seconded: Ben Austin
Carried: Majority
Abstentions: Michaela Futter

Motion SGM 14/2022

"That Marizaan Zwart be made an honorary life member of the Albany Students' Association Inc. in recognition of her term as ASA Vice-President 2022, and for the work carried out in the prevention of sexual harm area, period poverty, and student engagement."

Moved: Chair, Jake Law
Seconded: Jonna Vesth
Carried: Majority
Abstentions: Marizaan Zwart

Motion SGM 15/2022

"That Jake Law be made an honorary life member of the Albany Students' Association Inc. on completion of a full year as ASA President (March 2023) in recognition of his term as ASA President 2022, and for the work carried out in amalgamation of Massey University student associations."

Moved: Michaela Futter
Seconded: Jennifer Zhou
Carried: Majority
Abstentions: Jake Law

(14) Attendance Prize Draw

Westfield voucher:

Stephine Pau
Lily Walkington
Emily Copland
Aashna Ashlisha Devi
Ronnie Readings
Dallin Niuelua
Gabrielle Lobo

(15) Late items

Dallen Niuelua raised honorary membership for 2019 ASA President Meity Carlman.

SGM 16/2022

"That Meity Tang Carlman be made an honorary life member of the Albany Students' Association Inc. in recognition of her term as ASA President 2019, and for the work carried out for Thursdays in Black, executive hand over and student events."

Moved: Dallen Niuelua

Seconded: Jake Law

Carried: Majority

Abstentions: None

(16) Meeting Closed at: 1:27pm