MINUTES OF A MEETING OF THE A.U.S.A. EXECUTIVE HELD ON MONDAY, 2 DECEMBER 2013 COMMENCING AT 6.00PM IN MEETING ROOM 1

PROCEDURAL

PRESENT:
President (Chair), AVP, EVP, Treasurer, IAO, SF Chair, Tamaki Rep, ISO, WRO, WO, SO, Grafton Rep.

APOLOGIES:
MO (leave granted 18/11/13), EAO.

ABSENT:
MSO, CSO (lapsed at this meeting), PISO, QRO.

IN ATTENDANCE:
Alex Yuen

Meeting Opened: 6.01pm

Declarations of Interest:

Visitors Business:

STANDING ITEMS:

Leave:
CHAIR
E 482/13 THAT the EAO be granted leave from this meeting as she is in Australia.
Carried U

6.02pm – The SO left the meeting.

Correspondence:
CHAIR
E 483/13 THAT the correspondence 88/13 to 90/13 be received AND THAT any correspondence from AUSA within these numbers be endorsed.
Carried U

6.03pm – The SO returned.

Health and Safety:

Minutes Of The Previous Meeting:
CHAIR
E 484/13 THAT the Minutes of the Executive meeting held on 18 November 2013 be received and adopted as a true and correct record.
Carried U
Matters Arising From Previous Minutes:

Minutes of Committees:

• Student Forum
  DAVIES/LIN
  E 485/13 THAT the minutes of the Student Forum meeting held on 18 September 2013 be received and the recommendations therein adopted.
  Carried U

  DAVIES/GRAHAM
  E 486/13 THAT the minutes of the Student Forum meeting held on 9 October 2013 be received and the recommendations therein adopted.
  Carried U

  DAVIES/ARDERN
  E 487/13 THAT the minutes of the Student Forum meeting held on 23 October 2013 be received and the recommendations therein adopted.
  Carried U

Consideration of the Agenda:

• Craccum
• SI Report
• ISO Annual Report
• Financial Report
• IT Survey
• IAO Report
• International Students Services

Items for Noting:

DECISION MAKING

WORK REPORTS:

  CHAIR
  E 488/13 THAT the President’s report be received and noted.
  Carried U

  BELL/DOWDEN
  E 489/13 THAT the AVP’s report be received and noted.
  Carried U

• Portfolio Work Reports
  WILLIAM/DOWDEN
  E 490/13 THAT the Grafton Rep’s Annual Report and Transition Document be received and noted.
  Carried Against: AVP

  SOUPEN/BELL
  E 491/13 THAT the Tamaki Rep’s Annual Report be received and noted.
  Carried U

6.15pm – Alex Yuen arrived.

ITEMS FOR DISCUSSION:

• CSO Resignation – President
CHAIR

E 492/13 THAT the CSO’s resignation be accepted.
Lost For: Treas, SF Chair, IAO  Against: WO, WRO, AVP  Abstention: EVP, Grafton Rep, SO

• Financial Policy – Treasurer
   BELL/AFANASSIEV

E 493/13 THAT Alex Yuen be granted speaking rights.
Carried U

ARDE RN/DOWDEN

E 494/13 THAT the Financial Management Policy be received and adopted pending minor changes.
Carried U

ARDE RN/GRAHAM

E 495/13 THAT the Debtors Collection Policy be received and adopted.
Carried U

ARDE RN/WILLIAM

E 496/13 THAT the Credit Approval Policy be received and adopted pending minor changes.
Carried U

ARDE RN/LIN

E 497/13 THAT the Journal Authorisation Policy be received and adopted pending minor changes.
Carried U

ARDE RN/LIN

E 498/13 THAT the Petty Cash Policy be received and adopted pending minor changes.
Carried U

ARDE RN/WILLIAM

E 499/13 THAT the Legal Expense Authorisation Policy be received and adopted pending minor changes.
Carried U

Tabled

THAT the Expense Authorisation Policy be received and adopted.

• Class Rep Analysis – EVP
   LIN/BELL

E 500/13 THAT the EVP’s Class Rep Analysis be received.
Carried U

• Harassment and Discrimination Policy – WRO
   COLLEY/

Tabled

THAT the Internal Guidelines and Internal Policy for AUSA Prevention of Harassment and Discrimination Policy be received and adopted.

GENERAL BUSINESS

Items & Motions Without Notice:

• Craccum Consultation Document – AVP
   BELL/DOWDEN

E 501/13 THAT the Craccum Consultation Document be adopted pending minor changes.
Carried U
• **Semester 2 Report**  
  BELL/LIN  
  *E 502/13*  THAT the Semester 2 Report be received pending minor changes.  
  *Carried U*

• **IAO Annual Plan**  
  GRAHAM/BELL  
  *E 503/13*  THAT the IAO’s Annual Plan be received and noted.  
  *Carried*  Against: WRO

• **ISO Transition Document**  
  AFANASSIEV/BELL  
  *E 504/13*  THAT the ISO’s verbal Transition Document be received and noted.  
  *Carried U*

• **Financial Reports – Treasurer**

• **International Student Service Meeting – AVP**  
  BELL/DOWDEN  
  *E 505/13*  THAT the minutes of the International Student Services meeting held on 2 December 2013 be received and noted.  
  *Carried U*

• **IT Survey**  
  ARDERN/AFANASSIEV  
  *E 506/13*  THAT up to $50 be taken from Executive Projects as a prize for the IT Survey.  
  *Carried U*

• **President 2013**  
  GRAHAM/BELL  
  *E 507/13*  THAT the Executive of 2013 congratulate Dan for his 3 years on AUSA as IAO, AVP and President.  
  *Carried with acclamation*

**CLOSE OF MEETING**

**Date of Next Meeting:** January 2014

**Business for Next Meeting:**

**Apologies for Next Meeting:**

**Meeting Closed at:** 7.13pm

**Signed as a true and correct record**

Daniel Haines, President, CHAIR