



**ALBANY STUDENTS' ASSOCIATION INC**  
**TE ROOPU TAUIRA O OTEHA**

# Second Annual Report 2000

***SECOND  
ANNUAL REPORT AND FINANCIAL STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2000***

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## **MEMBERS OF THE 2000 EXECUTIVE COMMITTEE**

President	Emma MacDonald
Vice President (Administration)	Vaughn Penn Tony Meyer
Vice President (Education & Welfare)	Sheetal Narayan
College of Business Representative	Rachel Giesbers
College of Humanities & Social Sciences Representative	Maria Cavanagh Analosa Ulugia
College of Sciences Representative	Simon Kelly
Maori Students' Representatives	Matiu Blair Tammie Taniwha Rebecca Wirihana Ngairi Williams
International Students' Representative	Ajay Ranipeta Natasha Fernandez
Mature Students' Representative	Fiona Lambert
Pacific Island Students' Representative	Maria Cavanagh
Post-Graduate Students' Representatives	Margot Symes Nick Shand
Recreation & Leisure Representative	Tony Meyer Jolene Rodley
Women Students' Representatives	Beverley Dowling

## **STUDENTS' REPRESENTATIVES ON 2000 COMMITTEES**

Students' Associations of Massey University	Emma MacDonald, Rebecca Wirihana
Academic Committee (Albany and Palmerston North)	Sheetal Narayan, Matiu Blair, Michelle Herbert
Committee for People with Disabilities (Albany)	Michael McCool, Simon Kelly
Disciplinary (Palmerston North)	Emma MacDonald
Equal Opportunities Committee (Albany)	Sheetal Narayan, Beverley Dowling
Education Quality Group (Albany)	Sheetal Narayan
Graduate Advisory (Albany)	Emma MacDonald
Harassment (Albany)	Sheetal Narayan, Beverley Dowling, Ajay Ranipeta
Health and Counselling (Albany)	Analosa Ulugia, Simon Kelly
Health and Safety (Albany)	Tony Meyer, Jolene Rodley, Fiona Lambert Natasha Fernandez
International Students' Advisory (Albany)	Rachel Giesbers
Library Advisory (Albany)	Rachel Giesbers, Nick Shand
New Migrants Advisory (Albany)	Emma MacDonald, Ajay Ranipeta, Natasha Fernandez
Pacific Island Students Advisory (Albany)	Maria Cavanagh, Sam Partisch
Recreation and Sport Advisory (Albany)	Tony Meyer, Jolene Rodley
Spiritual Advisory (Albany)	Tony Meyer, Beverley Dowling, Rachel Giesbers
Te Whanau Ururu Tau (Albany)	Rebecca Wirihana, Ngaire Williams, Michelle Herbert
Visual and Performing Arts Advisory (Albany)	Tony Meyer, Jolene Rodley, Fiona Lambert























## **PRESIDENT'S REPORT**

*"Philosophers have merely interpreted the world in various ways, the point is to change it".*

ASA has changed this year. I would like to highlight that this would never been achieved without my hard working Executive and Staff behind me. It is due to their hard work and vision that a lot of the hopes I had for ASA were implemented. When I started this year, I thought that the Presidency would be something quite different. I had all these hopes of what I, by myself, could achieve. Six months down the track I realised that nothing was achieved without the work of others around you.

The job of President is multi-faceted, the job description is very general, and it is impractical to outline everything that I have done over the year. The job involves a lot of paper work, as well as fighting the University bureaucracy to have students' voices heard. It involves taking media releases and submissions home because you didn't get a chance to read them in the office. It involves staying till 3 a.m. writing a report, because you have been talking to students all day - trying to achieve some sort of justice for them in an environment that doesn't always seem student friendly, working with a wide range of people, and keeping communication flowing.

Basically the President oversees what the Executive does, ensuring that the various roles come together to function as a whole. Being President is more than a job; it's a full-time commitment for the year. Some days I felt disillusioned from hitting my head against the proverbial brick wall, other days - this was the only place I wanted to be.

This report outlines some of the issues that I see as having been important; it does not outline the day-to-day practicalities of the job. As I write this report, and look back at the highs for the year, I realise that it is the work of others that I will remember, and I feel fortunate to have been a part of this. Nothing will ever compare to the moment when Team Albany was announced winner of the inaugural USNZ Small Campus Trophy, or the night of the Pacific Island Students' Graduation, or the thrill of when I first saw people going out of their way to pick up the new Satellite. Albany has grown and changed, and I am immensely proud to have been a part of that.

### **Internal Advocacy, Services, and Representation**

#### ***Satellite***

One of my goals for this year was to see the student newspaper back on campus. There were strong arguments for having Satellite as an insert in the local newspaper (the *Shore News*). For example, it could be a great political tool, however I still believed strongly that a "student" newspaper should be for the students, and not used solely for the purposes of disseminating party political broadcasts on behalf of the association. A lot of work was undertaken in order to move back to this format, as everyone did not share this vision. I can happily say that Satellite is back on campus, and, through the changes that were wrought, is becoming stronger and more self-sufficient. The feedback I received from students is that they enjoy the format and hope to see it continue.

At the time of this vision, ASA did not have a full-time Satellite Editor. Although it would normally be within my job description to be involved with the interviewing, I stood down, as one of the candidates was a personal friend. I feel that it is important for future Presidents to realise small issues such as this can undermine accountability.

The job is not to seek to have control over every little issue that is made in the Association. It is important to realise when a personal bias will come into play and trust the rest of the team you have around you. One of the most important things to know about the job is that the association is bigger than the President's ego and that you do need to stand back at times and let others take control

Satellite still has a long way to go. We cannot hope for it to be everything we want on the budget we have but I have confidence that it will grow, and as it stands it is something I am incredibly proud of. For that reason I would like to say thank you to Michael Goldthorpe, and Michael Matthew - the respective editors for 2000, for the work and dedication they put in to seeing Satellite achieve what it has this year.

### ***Training***

A lot of time, effort and passion are put into being a student association President. Ask any past or present President, and they will all say it is done for love not money. In order for the year to be successful, however, it is not an individual thing. The Executive must work as a whole to achieve anything. A lot of this work is undertaken with trust. The team needs to know that other members will do what they say they will in order to achieve the goals. It was with this in mind that I held the Executive training weekend in March. For several reasons this training was relatively late in the year. My recommendation for future years is that it be held as early as possible.

The training weekend was held at Muriwai and involved both team building and training. The training aspect of the weekend was vital. We covered what ASA does, national organisations that ASA funds, and strategic planning for the year. With this said, it was the team building that I see as the most important aspect of this weekend. It is through this that you learn the strengths of the team, and start to build up the trust that is so vital. Some "team building" activities were held, but by and large it was the interaction in the "down times" that was just as valuable. As the President, it is important to be aware of the interpersonal interactions going on between the Executive, to see who makes strong teams, what annoys people, what makes people passionate. It is these things that will help you "hold the Exec" together during the year.

I would recommend team building sessions be held throughout the year. This enables the Executive to retain its focus as a whole, and assess the work already accomplished.

### ***Orientation***

When I started the position on the 1<sup>st</sup> January, no Orientation Co-ordinator had been hired. This was due in part, to uncertainty about the bar situation (see below). The people that had applied for the job in November of the previous year had gained alternative employment over the summer. Chris Sanders was employed in February, with three weeks to the start of O' Week. In that short space of time, Chris managed to pull together a great O' Week. Although it was not well attended, once again, we believe this was as a result of students being unclear on the bar's status, the events went exceptionally well. The people who attended came back with positive feedback. Problems still occurred, the most notable was that lead act "Tadpole" pulled out the day that they were meant to play. Nothing can counter this, but being well prepared goes a long way towards dealing with the stress.

Orientation should be organised prior to the President taking over. At the start of the year you are learning so much information that having to organise the biggest event on the Association's social calendar is near impossible. I believe that the key to this event is advertising. In order for this to work, the events need to be in place a long time before the start of the academic year, and hence hiring of a co-ordinator for the event should be something that the Executive should be ensuring by September of the previous year.

Thanks must go to Chris for the event this year. If he had not stood in at the last minute, we would not have had an event.

### ***Scholars' Bar***

This year, the bar has caused more stress than I sometimes think it is worth. However, I do know that it is an important part of student life. At the end of 1999, the Grand Grad Finale was cancelled. This was because ASA had to go before the licensing authorities to have their special license accepted. The hearing date was to be three days before the event with the potential that permission for the event might have been refused, so it was decided that the event should be cancelled. This information was not widely disseminated, and students presumed that therefore ASA had lost its license. The bar and the Executive fought this assumption for the majority of this year.

In order to open the bar, I have had to liaise with the Regional Registrar, Andrea Davies, and ensure that everything ran without any problems. At this time, the 1999 Bar Manager had gone AWOL, with no communication at all with ASA. A new Bar Manager needed to be hired and O'Week ended up being run by a temporary Manager, Nicole Young. Interviews for the position were held after Orientation and Nicole was successful in her application.

The University Administration grants the ability for the association to operate the bar providing we meet certain provisions as part of the lease that we have on the building. The Regional Registrar indicated that, for the bar to remain open, ASA would need to appoint a Bar Manager who was not an Albany student as well as use their external security provider, Campus Security.

In the meanwhile, ASA was to apply for our own license as, at the suggestion of the Liquor Inspector Pat Cudby, the University deliberately left the premises off the re-licensing application. ASA was then contacted approximately a week before the deadline to indicate that it was on its own. It was pretty obvious neither administration was supportive of the bar continuing in its present status.

In the interim, a number of Executive members, in the hope of putting a new lease of life into the bar, gave it a face-lift. This included repainting the bar facings, putting in curtains for the windows, covering barstools, buying in new couches and tables, organising another pool table and video games, and adopting a new floor plan. When the bar was opened in the second semester it went well for the first month. After that, the numbers fell off again. The Executive tried a number of things to instill life into the bar, including establishing a "Scholars' Bar Sub-Committee," and requesting written submissions from students. A few submissions were received, and a number of the issues raised were addressed.

The major concern for the second semester was to obtain a Club License. With solid work from the Bar Sub-Committee, the Manager, Bar Manager and our liquor consultants, Tachelle Consulting, the matter went to a District Court Hearing in November where we were granted a Club License on a one-year probationary period.

### *Work and Income New Zealand (WINZ)*

Work and Income New Zealand (WINZ) took over the administration of student loans in 2000. With the problems faced in 1999, when they took over the administration of student allowances, no students' association was looking forward to this event. In true WINZ form, this was the biggest mess I have seen in a long time. In some cases, students were left without income for months on end. WINZ did not see a need for contact officers on the Albany Campus, recommending that our students used the 0800 phone service link to Palmerston North (that was constantly engaged) or to go into their Auckland Central office. So I worked with NZUSA and WINZ Representative, Lorraine Williams, to ensure that Albany did have some WINZ officers on campus. This only lasted a few weeks, as disillusioned students, would come to us instead of discussing the matter with WINZ. However, having WINZ on campus did prove useful. I hate to think how much money was spent in those first few months on Student Assistance Programmes, but a continual stream of people came to ASA for financial assistance.

During the second semester, I met with Lorraine Williams again to discuss the measures to improve the service provided to students in regards to loans and allowances in the hope that they will go through 2001 without a hitch. Albany also had a new WINZ contact person Nicole Williams, and I had numerous meetings with her. She was helpful and seemed to get things done when asked. Although I remain cynical about WINZ in 2001, I believe that the processes that have put in place have been helpful.

### *Space*

There were some changes in space allocation for ASA this year. After Te Waka o Nga Akonga Maori moved into Building 75, the Pacific Island students took over room 67.01, and the President and VP's moved into 67.07. Satellite has been transferred to 67.02, and the storeroom now incorporates a meeting room.

Early on in the year the Principal's Office informed us that the kiosk in the Study Centre would no longer be able to be used by ASA as USIT Beyond Travel was to move into it. This meant the association would have no contact point on the main campus until the completion of the Atrium in 2001.

Space remained a priority throughout the year with some women approaching the association wanting "Parents' Space" in order to cater for free childcare facilities. The logistics of this are a nightmare, and the ramifications could be immense. Although this issue was looked into, nothing further could be done at this time and ASA unfortunately did not have enough space to accommodate this sort of request. The University floated the potential for ASA to acquire more space in Building 68 and finally opened up the use of the garage area attached to Building 67. Unfortunately, the space in 68 did not pan out as the University had stupidly misallocated space to meet the requirements of its own staff as part of the relocation to the Atrium. ASA will also have space in the Atrium in 2001 and the likelihood is that it will become our main point of contact with students on the campus.

### ***New Zealand University Games***

The NZU Games were held in Wellington this year. Albany sent down its biggest team ever with over 90 people participating. No problems were had with the Albany students, however I was disappointed with the organisation of the Games. Our Ultimate Touch team was not registered, Kilikiti (Pacific Islands' cricket) was cancelled with only a few days notice, our Soccer team was disadvantaged by having to play three games in a row, and our Volleyball team was disqualified after participating in the first heat for not having a full team. A formal complaint letter was written to USNZ, however they took months to begin to address these problems.

Despite these setbacks, Albany won the Small Campuses Trophy. This was one of the highlights of the year for me. Standing in a crowd of thousands of people, and having the *Team Albany* name read as the winners. Thank you to Richard Robinson, Darcy Tim and Shaulyn King for the work undertaken to achieve this goal.

### ***Graduation***

Graduation was an impressive event in Albany this year. It saw several firsts. The week started with the first ever Albany Capping Stunt, in which certain people placed the Oteha Rohe precinct on the market - that had nothing to do with repositioning. The media was in frenzy for a good two hours. On Tuesday, the first Albany Capping Show was performed. *The Massey Project* saw three students go on the search for intelligent life. It was not to be found. Wednesday saw the first New Zealand Pacific Islands Students' Graduation Ceremony. The Pacific Island students did such an impressive job; it was an honour to be part of this ceremony.

The rest of the week was taken up with four ceremonies, - in which I'm sure the person wearing a pair of PVC pants to the graduation must count as an Albany first, the Vice Chancellor's dinner and on Saturday the Maori Graduation with social afterwards. Graduation week seemed to be a very long, but it was most enjoyable and it was a great opportunity to mingle with the hierarchy of Massey University (we are politicians after all!)

### ***Inter-College Competition***

During O'Week we had an *"It's a knockout"* Competition. This was not widely successful. The plan was to keep this event going throughout the year. Due to an increasing workload I did not manage to organise this beyond what had been planned in O'Week. However, since then, Tony, Jo, Simon and Rachel started the "Inter-College Competition". Although the numbers weren't great, some members of the student body thoroughly got into it. Full credit must go to these four for organising these events; from small things, big things grow. It is with great pleasure I can say that Humanities and Social sciences won (yeah okay, that was in my dreams)!

### ***Campus Events***

Events that were held for the general campus also had disappointing turnouts, with staff being more inclined to participate than the students. The town won the annual "Town vs. Gown" kayak race, which was held in April. The "Around the Campus" fun run - in which I unfortunately couldn't run in because I had to marshal (gotta hate that) went well. The last event was the "Fashion Show", and I modelled. At this point I would like to say I was not in a bad mood - but was trying to do that "model pout thing" - apparently with little success! In an attempt to start student life on this campus I think that it is important to support any event aimed at students. It is not important who came up with the idea - but that events are held and the level of student involvement.

### ***Executive Portfolios***

There were a few departures from the ASA Executive throughout the year. Margot Symes and Nick Shand - the Postgraduate Students' representatives resigned in March. Vaughn Dominic Penn, the Administration Vice-President also resigned in early March to take up a position at Inland Revenue. During the period between Dominic leaving and Tony Meyer starting, I undertook the Administration VP responsibilities. Ajay Ranipeta resigned in May due to work commitments. As Sheetal Narayan was undertaking a full time course in teaching, during periods when she on placement, I also undertook some of her responsibilities as Education and Welfare Vice President.

### ***Te Waka o Nga Akonga Maori (TWONAM)***

I spent some time this year fostering a good relationship with our parallel body, TWONAM. I supported the Roopu in their call for the currently vacant position of Kaihono Maori and I maintained regular contact with their Tumuaki, Michelle Herbert.

The long awaited "Heads of Association Agreement" has been accepted in principle by both parties and just awaits the final wording at the association lawyers. This agreement seeks to ensure that goodwill governs all dealings between ASA and TWONAM, that ASA honours its commitment to the Treaty of Waitangi, and that both parties seek to actively support one another. I hope this agreement can help close the gap between ASA and TWONAM. Although a lot of work has gone into the relationship, much work is still to be done, to ensure that TWONAM is recognised as the equal partner of ASA.

I hope that the relationship between the two groups continues to be positive and supportive.

### ***University Administration***

I had regular meetings with the Campus Principal, Professor Ian Watson every month, where I discussed any issue that needed to be raised. Whether it was information from management ASA had been trying to obtain, or securing a garage for the ASA van, Professor Watson was always ready to help if he could. It was also good to see him supporting more ASA initiatives, such as attending *the Massey Project* capping review, and him raving to the Vice Chancellor and Chancellor about it at the proceeding Graduation ceremonies.

The relationship between ASA and the senior administrative staff continued to develop and once again, although we did not see eye-to-eye on a number of issues, the support of the Principal's Office made it easier to function. Once again it became necessary to point out to the Regional Registrar that the University does not hold jurisdiction over ASA – something that apparently needs to be reiterated every year.

I would recommend any future Executive hold a healthy scepticism of the motivation of some of the University personnel. It is important to be able to realise what information should be taken with a grain of salt. Sometimes it is not in the interest of either party to work with the other. This however, does not mean that the relationship needs to be filled with animosity.

### ***Fee Exemptions***

The Education Tertiary Amendment Act created various headaches for the association throughout the year. Among other things, the legislation stated that persons who conscientiously objected to becoming a member of a students' association should not have to pay this money to a charity of their choice. This was in contrast to how this policy has run in the past. With input from the various students' associations, the University was required to review and tighten the "Procedures for Exemption from Membership of an Association of Students". One of the largest initiatives was a change from a system where applications for exemption were considered under criteria established by the individual association to one where a joint committee, comprising both University and Association representatives, considered applications.

The incoming Labour/Alliance/Green Government eventually repealed the legislation, and I would like to think that the submission made to the Education and Science Select Committee by myself on behalf of ASA, went some small way towards reversing a stupid mistake by the previous Government.

### ***Repositioning***

One of the major issues facing Massey in 2000 and beyond was repositioning. With a dropping roll, and a low operating surplus, the University is looking to cost cut. The most notable result of this was in the proposed loss of 116 lecturers, and the cutting of courses that were no longer deemed financially viable. The uncertainty led to great amounts of stress and the Government's insistence that Universities implement an effective "fee freeze" will mean greater financial pressure still. Maintenance of pressure from the Albany students and staff did lead to the University backtracking their initial decision to cut 10 Albany positions and was a good example of effective political pressure.

### **National Bodies**

#### ***New Zealand University Students' Association (NZUSA)***

As President, I sat on the Federation Executive Committee (FEDEX), the governing body for NZUSA. Several issues come to mind for this year.

#### ***The Tertiary Education Amendment Bill.***

This bill, worked on by both the Aotearoa Polytechnic Student Union (APSU) and NZUSA, was drafted to take the bias away from Voluntary Student Membership, whilst retaining student choice on the matter. The Bill also simplified the collection of student's association fees to "engender a more co-operative environment of partnership between Councils of institutions and students' associations." This Bill was begun very early on in the year, with submissions being due in May. The results from the Education and Science Select Committee was a reworking of the Bill with certain provisions that were entered without consultation so that while the main thrust of the Act was reversed, there remained some anomalies.

### *TEAC - Tertiary Education Advisory Committee.*

This committee was set up by the Labour Government to determine the future direction of the tertiary sector. NZUSA held a hui in Wellington to discuss the direction we felt that tertiary education should be going in to create the Government's proposed "knowledge society". NZUSA supported a move away from the competitive model that now governs education and to ensure a high standard of learning from the university sector.

### *The future of NZUSA.*

With the University of Canterbury Students' Association (UCSA) withdrawing from NZUSA in 1999, negotiations took place with them as to whether they were interested in rejoining. Throughout the negotiations, Canterbury set out various criteria for rejoining, a large percentage of which were rejected by NZUSA constituents. At present it looks as if Canterbury will join APSU. NZUSA has also played a part in helping Student's Associations with the WINZ debacle at the start of the year, and has compiled a casebook of the effect this had on students.

### ***University Sport New Zealand (USNZ)***

There were problems within USNZ this year. The Executive Director left after the NZU Games. A replacement had to be hired, and USNZ seemed to be back on track.

Issues surfaced due to the effect of voluntary student membership on various campuses. Waikato Student Union (WSU) was looking to rejoin. However, with no financial security, the issue was discussed as to whether Waikato University could fund USNZ so that the students of Waikato could benefit from this body. This was agreed to - with some reservations, as having a University fund a student body will change the dynamic of the body. In the voluntary environment that exists, having the University pay for the service takes control away from the Associations and raises questions of mixed accountability. It was Associations that built up these institutions, and the power should remain in the hands of the Associations. In the environment that exists, USNZ is still a political tool.

Auckland University Students' Association (AUSA) has also had problems with VSM. With greatly reduced membership than in the past, AUSA did not see that they should pay on the agreed Effective Full Time Student (EFTS) basis - which would have seen them paying a great deal more than if by members - (EFTS are for all students, members are based on who has joined AUSA). This issue is yet to be resolved.

### ***Student Job Search***

This was the most professionally run of all the national organisations. I attended training at the start of the year to find out the running of it and attended six weekly RMC meetings to ensure everything was running smoothly.

### ***SAMU***

Previously the Massey University Students' Associations Federation or MUSAFed, the Federation of Students' Associations of Massey University (or SAMU and later simply "the Federation") represents the Students' Associations and Roopu of Massey University (excluding the Extramural Student Society, EXMSS). Albany hosted the first meeting in which we completed the constitution. It was also at this meeting that Auckland College of Education Students' Association (ACESA) pulled out of the Federation. They will rejoin when it becomes clearer if the merger will commence between Massey and the Auckland College of Education.

Kylie Martin was voted in as Massey University Council Representative. Further elections were held for the third Student Representative position. Formerly a joint MUSA/EXMSS appointment, there was a push that this be a Maori student nominated by the respective Roopu. Helen Potter, A member of TWONAM stood for this position and became effectively the first Albany student representative to Council.

It is important to know that the SAMU Rep. only relates to Council - SAMU does not represent ASA on the other Palmerston North based committees. The University was trying to implement a system in which only one student representative was on committees, and the representative should be appointed by SAMU. Until SAMU can function in a way that will benefit all associations, this is not the ideal situation.

The relationship between the students' associations could be stronger. The situation at the moment is not ideal for any member. Another SAMU meeting was held in early July where issues of dissemination of information were discussed. I believe that a lot of work needs to be done on this body to have it functioning to a level that will benefit all the Associations.

### ***Human Rights Commission Sexual Harassment Training***

Sexual Harassment Prevention training was held during semester two by the Human Rights Commission and it was decided that this training needed to be included as part of the ASA induction for new Staff and Executive. Policy was in turn implemented to ensure that this occurs. All those who attended the training found it useful and informative. Among other things, the training reinforced how subjective the interpretation of sexual harassment can be. Due to the issues that faced ASA this year, it was good to clarify certain points. It also gave ASA the opportunity to draw on the resources of the Human Rights Commission, as we asked for our newly written Sexual Harassment policy to be taken away so that it could be reviewed.

### ***Elections***

The elections were opened in September, but due to a wide range of issues taking precedence on the time and resources of the Executive and Staff, they were not advertised as widely as would have been ideal. Consequently, some students, who had wanted to run for office, did not learn of the nomination period until after it had closed. These students complained to the association and threatened legal action. As part of a review of the association's position, it was discovered that we had inadvertently opened the nomination period for four and a half days, not the prescribed five days. This meant that nominations had to be reopened. Contrary to the belief of the original complainants, ASA was not forced to reopen the nominations for anything other than this procedural reason. I would like to reiterate that ASA does realise the importance of and encourage student participation, and in the interest of democracy and in keeping with the Constitution and Regulations reopened the elections.

The remainder of the election process was also unfortunately marred by problems. The Returning Officer disqualified candidates under the rules and policy that were set. However, due to a technicality, a verbal instruction given by him was misinterpreted and ignored by a group of candidates. Because the verbal instruction was not followed by a written reminder, the eventual argument became a "he said," "she said" matter. The candidates appealed and a panel of disinterested persons was established to consider the case and eventually overturned the Returning Officer's decision, as was their right.

The elections themselves, more than any other event this year taught me how important following process can be. Although we all whine that the paperwork slows down the dynamics of the organisation, it is what finally governs us. This year's Executive has been reasonably good at following policy to the letter. At times this has meant a number of people criticised us as to the perceived level of bureaucracy, but all the problems have arisen when all the "i's" haven't been dotted and the "t's" crossed. Granted this does slow things down, but the letter of the law at ASA is the Constitution, and it should be referred back to OFTEN!

### ***Special General Meeting's (SGMs)***

Several SGMs were planned in semester two, but none made quorum (we require a minimum of 50 students for a meeting to take place). The Executive tried to improve the turnout by changing the days and time from the normal Wednesday 12 noon to different days, and also played around with the venue; holding them in the Study Centre cafe and in the Concourse. Nothing seemed to work. I hope that these problems will not occur next year with the addition of a student common room in the Atrium, which seems an ideal venue for these sorts of meetings.

### ***Asset Purchases***

The second semester saw the much-awaited purchase of a van. This proved itself a valuable asset and resource for the association. Among other things, the clubs used it, as did the Executive for travel to conferences and as a courtesy car on bar nights to ferry home students rather than let them drive.

A banner, advertising ASA's presence at our home in Building 70, was also purchased. Early in the piece it was kidnapped by a group of students as part of a stunt to gain twenty points towards the Inter-college Competition campaign for the College of Sciences. We even received a small piece of it in the post alongside an electronic ransom note! It is small things such as this that show Albany really does have student life on campus, and as such, I would like to encourage other terrorist attacks on ASA.

Finally, ASA also bought a tuner so that the radio can be played in Building 70 without opening the bar. This has been something students have been requesting for many years.

### ***Theme Weeks***

The second semester started with "Good Health Week". It took some of us a while to get used to the new name (it used to be called "Healthy Lifestyles Week"), but we got there. As reports from the Recreation and Leisure Representative will show, this week experienced a few hitches. It was, however, a good theme to start off the second semester and was an initiative I would like to see continued.

"Sex Week" followed close on the heels of "Good Health Week" and although the participation was low, it was good to see the theme weeks continue as a joint initiative between the association and the University, building from year to year.

***Fee Information***

ASA has been trying for a number of years to obtain information from the University relating to its membership. Progress has been slow, but a deputation of Executive members from each of Massey's campuses and students' associations finally met with the University Registrar, Adrienne Cleland to discuss these and other important issues.

The University has assured us that our autonomy will be respected and that they are looking to establish processes to enable them to provide us with accurate and relatively timely information relating to our membership and fees.

One of the other major issues discussed was the formulation of a Federation structure to accommodate all the students' associations. Under current legislation, Massey is bound to recognise only one representative group and with three major campuses, all with their individual Roopu and students' associations, problems had arisen that could only be resolved through the formation of a Federation structure. This would seek to ensure we got paid, received our information for our audit and had in place a sensible system for electing the Council Representatives. This structure would supersede that of SAMU but effectively play the same role.

**Emma MacDonald**  
**President 2000**

# MANAGER'S REPORT

## **Introduction**

My area of responsibility extends to the general management of the association's various services. I report directly to the Executive Committee who set policy for me to implement and provide direction through the setting of the annual budget. I oversee all staff appointments and ensure that the association meets its financial, legal and statutory requirements. I report all this information back to the Executive either through the Albany Management Board Sub-committee or directly to the Executive Committee. I also co-ordinate all the administrative and clerical support systems for all the services and for the Executive committee and devise and implement strategies to improve service provision at Albany.

## **Policy Matters**

The Executive committee passed the inherited policy manual from MUSAPN en bloc, with a view to reviewing and revising the information to make it specific to ASA. This was because ASA, being technically less than a year old, did not have a set of policies from which to work, and had been reliant on this material previously. This work would normally be undertaken between my position and that of the Administration Vice-President, as it is their responsibility to ensure that policy development by the Executive is consistent with previous policy and collates all the information for updating the manual as required. However the work itself did not really begin until Tony Meyer was elected to the position and was complicated by the fact that we only had paper files and nothing electronic to work with, so it all had to be scanned into the computer before review and development could begin. Contracts had to be reviewed, various statutes changed throughout the year (through changes to ACC, the implementation of the new Employment Relations Act, and repeal of the Tertiary Amendment Act to name a few), which all had bearing on the policy. Some of this information was sent to the association's lawyers for review and recommendation.

There were also some areas that were completely overlooked in policy that led to significant problems. The most serious area was in sexual harassment. The status quo had a system that only dealt with cases of harassment arising from staff/staff interaction. These would normally be dealt with along the principles laid down in the staff contracts under the section on "discipline and dismissal procedures". This unfortunately proved to be woefully inadequate when a case arose that was beyond these parameters. The Human Relations Act requires an organisation to have policy that would be capable of dealing with situations arising between staff/executive, executive/executive, student/staff, student/executive, etc. We did not.

This particular situation required the association to address the absence of policy and the fallout over not having something in place to begin with. This is a common failing of transient staff in organisations such as ASA and spoke volumes for the need for an adequate system of induction training for all staff and executive. The eventual policy was referred through the University Harassment Sub-committee and the Human Rights Commission for comment, mainly favourable, and then incorporated into standard practice.

## **Audit and Accounting**

This was the first year that the association was audited. This is a review of the accounting procedures of the association and the information was incorporated into the first annual report. This is a complicated, time-consuming process that would be easier if ASA could afford to have a full-time accountant in place, which it currently doesn't.

The auditors were generally happy with our processes, however there were some areas for improvement. For example, there was a caveat over the reconciliation of information provided by the University in regards to student fee payments, that we were finally able to discuss in an open forum with the University administration at the end of the year. The other recommendation was to move to a system of quarterly accounting, however this required a degree of staff continuity that was impossible to achieve that set this goal back around six months.

## **Induction Manual**

To aid in induction and continuity, I developed a single induction manual with the intention of addressing issues such as training, continuity, history, advocacy, representation and service provision. I also touched on the basic elements of a students' association, statutory requirements, goal setting, Executive development, meeting procedure, administration, marketing, and a framework to hang it all off. The obvious plan was to provide, in one document, as much background information to overcome the information barrier and aid in the very steep learning curve faced by all incoming Staff and Executive. This document now forms the basis of all training and will be improved upon each year as an ongoing resource for the benefit of all those involved with the association.

## **Staff and Contracts**

The new Employment Relations Act required some reworking of the staff contracts and a bridging document for persons employed on a permanent basis to be covered by the changes. The opening of the Atrium in 2001 required some restructuring of positions, as there was the desire to have a person acting in the capacity of an Information Officer making the responsibilities of the Secretary largely redundant. Ideally we would have moved to a system that employed a full-time professional Advocacy Officer and a Receptionist, but this will have to wait due to budget restrictions.

There was a relatively low turnover of staff over the year, the usual selection of contract positions came and went, although there was the recurring problem of finding suitable candidates to fill the various roles and within a suitable timeframe. Orientation particularly suffered from this and may indicate that the appointment of a permanent Campus Arts Co-ordinator position is finally required to provide the necessary planning, and continuity for the festival to be a success.

## **Lease**

There was some progress in this area. ASA has been negotiating to have a standard lease with the University that lays out explicitly the terms and conditions for occupation of the various locations around the campus. There are all sorts of issues tied in around this including insurance, sub-letting, use of the bar, and repairs and maintenance, etc. Unfortunately, the only person with any experience in this area went on maternity leave midway through completion of the process and the document was once again placed in the University's "too hard" basket. We will continue to persevere until this matter is finally resolved.

## **Building Investment Fund**

A long-term investment plan was established by the association to cover the portion of student levy that is raised for the purposes of eventually providing an association building on the East precinct (as well as other building development plans). The University will not commit any funds to such an endeavour unless the association can demonstrate fiscal prudence and goodwill by raising funds of its own to contribute towards such a project. Also, the association risks losing any control over the development of the facility unless it effectively owns part of it and this can be clearly demonstrated. The University administration has a tendency to move into joint endeavours with the students' association both here and at Palmerston North and then, as the executive turns over, they reinvent the terms and conditions of the original arrangements. The associations have often taken the University's word without having the documentation to back up their position and consequently have seen their ability to control their initial investment disappear over time. This happened at Palmerston North with respect to the Recreation Centre and later the Childcare facility. Albany will not go down the same path unless the Executive let it and maintaining and developing this fund should, alongside prudent negotiations, put the association in a much better position when it eventually seeks to sit down at the negotiating table with the University to plan its own association building.

## **OSH Review**

Following the repeal of the Act governing provision of workplace accident insurance through private providers, the association was required to revert to the Government system of ACC. This came at the cost of higher premiums when the association paid one of the lowest rates for its mainly clerical staff. In order to offset this increase, we had the facility to undertake a review of Occupational Safety and Health at the workplace and review the safety and health of our staff. I undertook this review alongside members of the University's Health and Safety Committee with a view to incorporating this information into the ACC Self-Audit. This was completed close to the end of the year with a view to requesting an external auditor investigate the site in the New Year. This may only represent a 25% reduction in our premium, but as these jumped by almost 80% with the new regime; any saving is a step in the right direction.

## **Management Board**

As previously mentioned, one of the major sub-committees of the Executive that I report through is that of Management Board. This seeks to meet and consider information that is gathered through service provision at the association. It covers the bar, the newspaper, the reception, marketing, information services, review of financial position and statements. The bulk of the material remains confidential, however there were certain matters that came out of the committee that can be safely reported here:

### *Clothing Range*

The Board developed a clothing range for the association.

### *Crèche Loan*

We continued to financially support the Massey University Early Childhood Centre by providing bridging loans to cover operating expenditure of the facility.

### *Atrium Contact Centre*

We built on the research and recommendations previously made by the association and assisted in the development of a new contact office to be sited in the completed Atrium Building. This was intended to replace the contact office in Building 70 due to the shift in foot traffic from one side of the campus to the other.

### *Scholars' Bar Sub-committee*

We recommended the development of a separate sub-committee for the purposes of reviewing the bar policy, procedure and all other aspects of its management. This was integral to the successful application for our own Club License.

### **University Information Provision**

As previously mentioned, the auditors raised concerns about the University's procedure for accounting for the collection of the association levies. Bearing in mind that the University is still effectively safeguarding itself from the potential for empire building to occur at Albany, it centralised as much power and decision-making ability back to the original Palmerston North campus. The University Administration was notable for its judicious fence sitting during the Voluntary Student Membership amendment and could hardly have been described as student-friendly since the departure of the previous Vice-chancellor. A change of the old guard as several senior positions retired meant that the association might see some small movement in its favour once some of the hubris of the past had departed. Negotiating with the University requires a remarkable degree of patience. If members of the administration don't see things your way and decide to resist or passively resist through inaction, it can take years to get something frighteningly simple or important achieved. I have been pursuing the resolution of this issue for almost eight years.

What we wanted to know was who was a member of the association and since you can only be a member if you have paid your association levy, we needed to know who had paid the University. This is a lot more complicated than it first appears, but the truly frightening thing is that the University has never done this accurately. The issue was raised by the Extramural Students' Society and it was mooted whether it would be simpler to have a question raised in the House of Representatives or directly to the Auditor General's office to finally put the matter to rest.

The University is the gatekeeper for all this information. The association is not in a position to be able to collect this information itself and the Education Act makes it the direct responsibility of the University. But the request is a double-edged sword: although the University is required to collect and account for the money, they also do not pass any of the charges associated with these administration costs along to the associations (unlike Waikato who by all accounts were charging this service out at a punitive rate). They also claim to carry the debt associated with persons who default on payment, so although the associations are not strictly regarded as preferential creditors, there are some benefits to us being aligned under the current system.

To date, we have still to obtain this information. We have had assurances that the University is working on it, but the indication is that they simply never saw the previous need to account to the associations for their money and their database is simply not set up to account for it.

In this year, there were two new appointments - a new Registrar and a new Chief Accountant at Palmerston North's Turitea Campus. They have suggested that the situation will improve, and we are working closely with them to ensure that this proves to be the case.

## **VSM and the Education Amendment Act**

Ex-Hamilton West MP, Tony Steel's Tertiary Amendment Act that threatened to undermine the financial effectiveness of students' associations through a process of self-determination that was dubbed "voluntary membership" was finally overturned. He had equivocated the term "union" to include the work of "student unions" and argued that we were the last bastions of trade unionism in the country. He then set about dismantling this perceived bastion and created havoc amongst the status quo. Waikato went voluntary voluntarily, as was their constitutional right. The rest of us were legislated against requiring a costly and lengthy process of referenda be held throughout the country. Auckland was the other major campus to become "voluntary" but Massey remained "compulsory". This was even after the vote was conducted throughout the entire institution and incorporated the Auckland, Palmerston North, Wellington and Extra-mural arms of the University. This expensive, time-consuming nonsense was finally put to rest in August of this year when the Act was further amended. Notably, the tide of popular opinion also turned on Mr Steel and he lost his seat at the last election.

## **Services**

As previously noted, I am responsible for overseeing the provision of services here at Albany. This is the historical separation of this responsibility from the advocacy and representation services that are provided through the student Executive. A large proportion of this is strictly clerical in nature – recording and filing of information, accounting, repair and maintenance of assets, and liaising with the various staff who co-ordinate services such as the newspaper, the bar, cleaning, reception, and the internal and external contractors. This work does not vary widely from one year to the next and the detail does not make for interesting reading. Instead, here are the high points relating to the various services in the 2000 year:

### *Information pamphlet*

We managed to persuade the University administration to allow us the facility to include a fold-down A4 information pamphlet to be inserted into the confirmation of enrolment mail out. This meant that in 2001, there would be information distributed about ASA to each and every student including a welcome from the incoming President, information about Orientation Week, the New Zealand University Games, the Class Representation System, and Fee Exemptions. This last piece of information is a requirement on the part of the Education Act and had to be distributed to all students, so it was ideal that we could include it along with the other enrolment information.

### *Club Licence application*

We successfully applied and were granted a Club License. This makes ASA one of only three associations in the country with their own bar license. However, before we were granted this privilege, we were required to front up before the Licensing Board at a District Court hearing to determine whether or not we were responsible enough to hold a license. We managed to persuade the authority that this was the case and have the license on a probationary period until the end of December 2001, when we will be required to reapply. If neither the Police nor the District Licensing Authority at Takapuna have any problems with our management of the facility, the license will be renewed for a further three years.

### *Satellite*

The newspaper returned to an on-campus format of 1,000 b/w issues printed every two weeks. The Editor was eventually given an office and many of the systems of production and advertising were reviewed. The paper had two editors for the year and this affected the degree of continuity of format, however the 2001 budget was designed to allow for an independent computer system to be purchased for the newspaper alone. We are also moving away from pre-press design to sending the material to the printers electronically. The plan is to continue to review the service and expand first the content and advertising base to incorporate a larger readership. Once this is achieved, we can look at greater frequency and other peripheral services such as the availability of the newspaper as an on-line resource and the like. It still faces problems in terms of continuity, training, resources and a stable base of contributors, so the editor must still be a jack of all trades, but it remains my aim to see that the paper continues to improve into its seventh year.

### *Orientation Week*

This festival proved to once again be a huge logistical nightmare. Not only did we have problems attracting anyone into the position of co-ordinator, with a late appointment in February, but also sponsorship dropped away. With the license renewal, we discovered that the association had been left off the re-licensing of the site, this meant everything had to be under special license conditions. There was also the erroneous perception that the Licensing Authority had closed the bar and revoked its license to contend with and this contributed to a lower patronage. Also, we were determined to attempt a large scale Orientation event and this in turn meant that without the support of the University or Licensing Authority that it would have to be staged off campus. After a week, we managed to find a location in the old vacant Albany 3-Guys supermarket building. However, the North Shore City Council then put us through the hoops, when they requested that we apply for Building Consent – an unnecessarily complicated, time-consuming and expensive process. The final night went ahead with lower than anticipated ticket sales and our lead act – Tadpole – pulling out at the last minute. It was obvious that more pre-planning was required and that we would continue to face problems in terms of staging large scale events until such time as a permanent location could be negotiated. It has also become evident that this festival will always cost the association more money than it makes and that we may be better placed to simply allocate it with a realistic expense limit.

### *Diary*

I edited a joint diary project with the Auckland College of Education as Unitec Student Union and the Auckland Institute of Technology Students Association were contracted to produce one alongside their respective institutes. While this reduced the overall workload from previous years, it also meant that ASA was almost solely responsible for generating the necessary advertising revenue to cover the cost of the production. The result was a shortfall of advertising revenue that calls into question the efficacy of the service. However, through positive feedback from the students it was decided that we should trial an alternative student planner in 2001 and concentrate our efforts towards the development of the web-site where a majority of the similar information would reside.

### *Ball*

Rather than hire an independent contractor, the Executive decided to farm the responsibility for the organisation and running of the “Fairytale Ball” out to College of Sciences Representative, Simon Kelly. A seasonal event that usually is well patronised by the membership, we received only positive feedback from Simon’s efforts and all credit to him for his work.

**Final Note**

I would like to extend my thanks to all of my staff throughout the year. Michael Matthew, Michael Goldthorpe, Michael Hodgson, Nicole, Darrin, Phil, Darcy and Richard, Chris and all the volunteers who gave selflessly of their time – thank you for your efforts. The association is a challenging environment and working here requires a special class of person, you all deserve to be congratulated.

**Nigel Green**  
**Manager 2000**

## **VICE-PRESIDENT (ADMINISTRATION) REPORT**

Administration Vice-President is a unique position on the Executive Committee in that it is not really concerned with representing a group of students, but with ensuring that all the Executive work goes smoothly and a record of it is kept. It is a position that many would consider dull, but one that I loved. Most of the work was routine, rarely changed substantially, and was organisational. The only time in which I could see this differing is if the President is particularly busy (for example if the President was also the Students' Associations of Massey University Council Representative) and the Vice-President was often called on to carry out Presidential duties. If this occurred, it would increase the Administration Vice-President's workload considerably, and also call for a much more varied skill base. As such, I would be very careful about how this is dealt with when it finally does occur.

I do not plan to cover all the mundane activities that I was involved with in my position as Administration Vice-President, and merely cover those that may be of interest to:

- Other current Executive members;
- Those considering the position of Administration Vice-President in future years;
- Those who hold the position of Administration Vice-President in future years; and, of course
- Students in general.

A particular concern of the position is that, as far as I have been able to determine, most of the tasks that are included in the job description have not been carried out in previous years. This has meant that a lot of the tasks I faced were basically resetting a system up, or revising information often years out of date.

I officially took the position of ASA Administration Vice-President on the 12<sup>th</sup> of May 2000, although I had been carrying out these duties since the Executive Committee voted me in as Acting Administration Vice-President on the 15<sup>th</sup> of March. During the beginning of the term of office, Vaughn Penn held the position, but he left in early March to pursue a career elsewhere.

I have been a member of the ASA Executive Committee since November 1<sup>st</sup> 1999. From November 1<sup>st</sup> to May 22<sup>nd</sup> I also held a position in the Recreation and Leisure Representative collective with Jolene Rodley. As I was holding two positions for the period of March 15<sup>th</sup> to May 22<sup>nd</sup>, many activities could fall within the scope of this report or the Recreation and Leisure report. To avoid unnecessary duplication the majority of these are detailed there and only activities specific to the Administration Vice-President position, to myself, or those that occurred after the 22<sup>nd</sup> of May are included within the scope of this report.

### ***Performance of Constitutional Job Description***

- ***Assist the President in their duties.***

I have attempted to assist Emma, where possible, with her duties. The President is in the unenviable position where she must take up the burden of another Executive member's work if that Executive member is unable or unwilling to perform their duties. Regretfully this occurred a lot in 2000, particularly with the Education and Welfare Vice-President position. As a result, Emma was often swamped with work, and I tried to assist with this where I could. I did help out with drafting a few letters and with the Heads of Association Agreement, but in general my assistance stemmed from the time in which Emma was absent.

I do feel that Emma and I have managed to work well as a team during my term as Administration Vice-President. We shared a strong desire for quality education to be provided which is the key desire of the Students' Association. I believe that holding opposing political issues strengthened rather than weakened our team and this managed to let a more varied student view seep through the Executive committee without sacrificing our ability to work jointly on projects.

- ***Undertake any daily presidential duties in the absence of the President.***

Emma took two weeks study leave in September/October and I stood in as President during this time. The only significant events related to confidential employment matters and the elections. Presidential duties are not, thankfully, something that I have had to worry about during my term as Administration Vice-President. I would like to express my thanks to Emma for this.

- ***Co-ordinate student representatives on University committees at a campus level and at the college and departmental level.***

A lot of my time was taken up with meetings - not necessary actually attending meetings, but ensuring that meetings that occurred did so and were well recorded. I believe this is something that I have managed to improve greatly.

I worked with Catherine Lydgard, the Committee Secretary in the Principal's Office, on fixing up the rather poor ASA representation on University Committees that existed and completely revising ASA membership on all committees. I also tried to ensure that all Executive members were aware of their commitments and had read the terms of references for the appropriate committees.

- ***Ensure that the Association's Constitution and Regulations are updated after every General Meeting.***

Either student apathy or an inability of the Association to promote (and select time and location of) General Meetings caused many problems with updating the Association Constitution and Regulations.

At the 2000 Annual General Meeting of the Association only three Constitutional amendments could be motioned before quorum was lost. The first two increased the maximum honorarium payments available to the President and two Vice-Presidents (effective from the 1<sup>st</sup> of January 2001) and the third motion (which attempted to put minimum numbers of work hours for Executive members into the Constitution) failed. The Constitution was updated, and a new copy sent to the Registrar of Incorporated Societies.

I spent a considerable amount of time becoming familiar with the Constitution and Regulations. As a result, I noticed several areas that could benefit from modifications and therefore put forward proposals to the Executive regarding these. All of the proposals were to be put to a forthcoming General Meeting and then resolved.

- ***Be a cheque signatory of the Association.***

Although this is a rather simple-sounding task, it actually involves a reasonable amount of work. I tended to be the cheque signatory that co-signed most cheques with the student manager, including those to pay our regular creditors. The process included checking that the figure and GL code were correct.

- ***Advertise, and publicise all meetings and forums of the Association***

There were three attempts to hold a General Meeting of the Students' Association during my term. The Annual General meeting had quorum for approximately 25 minutes during which very little was accomplished other than three constitutional changes. There was then a Special General Meeting that failed to achieve quorum at all, and the replacement meeting held one week later. The budget and annual report were approved, although there was not sufficient numbers to move any constitutional changes.

- ***Ensure the efficient workings of the Executive, including the preparation of Agenda and circulation of Minutes of meetings***

A lot of my time as Administration Vice-President was spent in preparing Agenda and Minutes for Executive Meetings. I don't feel that this was a constructive use of my time.

- ***Ensure that Minutes of all Association meetings are kept.***

All minutes that I have taken are kept both electronically and in a file in my office, signed as a true and accurate record.

- ***Ensure that all policy passed at Executive Meetings are entered into the Albany Students' Association (Incorporated) Policy Manual.***

The state of the policy manual was of great concern to me. I find it very difficult to understand how the policy manual could have failed to be updated for such a long period of time (certainly within the last year and a half). I managed to read through the entire document and note down areas that I believed the Executive committee needed to consider. I also formulated the Van, BBQ and Building booking policies and, after the Executive accepted them, inserted them into the policy manual.

All policy that was passed at Executive Committee meetings this year was entered into the Policy Manual. The Manual is still in a rather unwieldy format, but I envisage that the manual will be completely reworked into three different manuals as part of the internal audit process, but this is a task for the summer.

- ***Liaise with the Accountant, monitor and forecast the financial affairs of the Student Executive, and report back to the Executive monthly on the financial affairs of the Executive.***

The responsibility to monitor the financial affairs of the Association also fall to the Administration Vice-President - almost by default. This is an area I am particularly concerned about, as I did not believe this year would be a very successful one for the Association in financial terms. I did believe that the vast majority of the financial outlay this year was worthwhile and would contribute to future years, but it was a concern that ASA may have a reasonable deficit at the end of the year. The two areas that I believed needed most consideration (i.e. that cost the Association the most money most unnecessarily) were Orientation Week (which should aim at breaking even) and Scholars' Bar (which should make a slight profit).

I worked on the final 2000 budget with Nigel Green and Rachel Giesbers (College of Business Representative) and we were able to complete the budget satisfactorily with the exception of three areas that were unknown at the time. Before the budget was passed at the Special General Meeting, I re-examined it in greater detail and made several changes. I severely cut the travel figures for the Executive Committee, provided a 5% contingency figure and allowed a small figure (and the purchase of a van) in the Campus Arts and Activities (CAAA) line.

## Day-to-day Work

A lot of the work I seemed to end up doing was day-to-day office work. I signed cheques, made sure the filing was correct and up-to-date and acted as a contact person during the times that no one else was here. For the reference of any future Administration Vice Presidents, I don't think that there's anything special they need to know - it's all fairly self explanatory - the only concern was that time spent in the office during the daylight hours gets filled very fast. Some of these tasks were necessary and someone else could really carry others out (although I don't know who this would be). It's a job that you need to be prepared to put a considerable amount of time into.

## Suggested Job Description Changes

Traditionally the end of year report should include an explanation of how one believes their constitutional job description should be changed. However I do not believe that there is a necessity for the position of Administration Vice-President anymore. Below is an explanation of each section of the job description and why the task is irrelevant or more suited to another person.

- *Assist the President in their duties.*
- *Undertake any daily presidential duties in the absence of the President.*

These tasks are obviously still important and will always be so – however these could easily be given to any other member of the Executive. I would suggest that there should be one Vice-President and that the only duties attached to the position should be these. The Vice-President position could be given (by an Executive Committee vote) to any member of the Executive Committee.

- *Co-ordinate student representatives on University committees at a campus level and at the college and departmental level.*

This is a task that does need to be covered by someone else if there is not an Administration Vice-President. However, in general this task can be accomplished in December of each year and should not need much work after that. I would suggest that it would be a suitable task for the President of the Association – especially since the President (or delegate) is generally the Constitutional member of the committees (depending, of course on the committee's individual terms of reference). As long as the Executive Committee are fulfilling their jobs properly and attending meetings, all that needs to be done during the year is cover for anyone that can't attend. Again, this would be suitable for the President, as the President should be aware of everything, whereas the other Executive Committee members might not be.

- *Ensure that the Association's Constitution and Regulations are updated after every General Meeting.*
- *Ensure that all policy passed at Executive Meetings are entered into the Albany Students' Association (Incorporated) Policy Manual.*

Neither of these tasks takes very long – and both are simply entering changes that have been made into a document. A task of this nature should not lie outside the ability of a receptionist.

- *Advertise, and publicise all meetings and forums of the Association.*

Advertising and publicising in general now comes under the job description of the Media Officer. It would be far better for an employee to be in charge of this area. Advertising and publicising is an odd task for a position that is predominantly based in an office.

- *Be a cheque signatory of the Association.*

Although cheque signing has taken a reasonable proportion of my time, it is not unreasonable for the President to co-sign cheques, or the Education and Welfare Vice-President – or whomever is nominated Vice-President if a scheme as outlined above is adopted.

- *Ensure the efficient workings of the Executive, including the preparation of Agenda and circulation of Minutes of meetings.*

Ensuring the efficient workings of the Executive would be more appropriate as a task of the President and the circulation of the Minutes for meetings would fall to the Minute Taker. The preparation of the Agenda could either be a task given to a staff member (such as the Minute Taker or the Receptionist) or fall to the President, or be delegated out as a task to a member of the Executive Committee at the beginning of each year. The preparation of the Agenda only takes about 5-10 minutes to prepare and 20 minutes to distribute per week.

- *Ensure that Minutes of all Association meetings are kept.*

Once the minute taker position is up-and-running, Executive Committee meetings and General Meetings will be taken care of, and any other meetings can have minutes kept by a member without any undue workload being placed on anyone.

- *Report fortnightly to the Executive on matters that arisen of interest to the Executive and of matters dealt to by the Administration Vice-President.*

Obviously this will become redundant if there is not an Administration Vice-President.

- *Liaise with the Accountant, monitor and forecast the financial affairs of the Student Executive, and report back to the Executive monthly on the financial affairs of the Executive.*
- *Report to the Executive fortnightly regarding the financial position of the Association, and the financial implications of any decision or proposed resolution.*

In general the Executive Committee has shown itself unconcerned with the financial position of the Executive on a fortnightly basis. Additionally the accounts are generally a month in arrears (if not more) and so such a frequency of update is not suitable. The quarterly accounts prepared by the accountants will provide sufficient information for the Executive to make informed decisions. The financial implications of any decision or proposed resolution should be examined by whoever is making the proposal – these figures can easily be obtained from the student manager or accounts clerk. The President should be able to keep an eye on what has been spent in terms of the Executive Committee budget lines, and the rest are not generally the concern of the committee.

The other work that I've done generally either relates to campus arts<sup>1</sup>, miscellaneous administration or committees<sup>2</sup>.

**Tony Meyer**  
**Vice President (Administration) 2000**

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<sup>1</sup> See either the Recreation and Leisure report or the Student Representatives' Report to the October Sport, Leisure and Cultural Services Committee.

<sup>2</sup> Reports have followed attendance of these.

## **VICE-PRESIDENT (EDUCATION & WELFARE) REPORT**

A warm welcome to everyone.

The new millennium has certainly brought its worth of trouble. As Education and Welfare Vice-President, I have found this to be a very challenging year. The impact of the shift of student loans/allowances to WINZ was certainly the dominant focus of my position during the first few months. Thankfully, the Executive, especially the President, stood behind me in my role while this fiasco was taking place. I worked closely with WINZ regarding student loans/allowances by representing students to sort out their finances.

Below are some of the activities that I undertook, during the year.

### **Committees**

#### ***Academic Board***

This committee met every month to discuss both Albany and Palmerston North academic issues. We discussed issues such as quality of education and fees charged by the University and I tried to represent the students by keeping the fee charged to us to a minimum. By being a member of the Academic Board, I could also ensure that methods of assessment, student workloads and the quality of courses were monitored as this is what we discussed when we met monthly.

During these meetings, I would discuss the students' non-identifying academic issues. For example, evaluation of the present Student Evaluation of Courses and Teaching (SECAT) procedure; the Summer/Block Code of Practice; development of the Academic Grievance Procedure; the Graduation format; the differing academic problems faced by the Tangata Whenua and many other issues.

The proposed merger between Massey University and the Auckland College of Education (ACE) was a big issue for us in Albany and the incoming Government adopted a different position. Effectively, the merger was canned and the University was given until November to produce a list of reasons for why the merger should proceed. ACE finally threw its hands in the air in disgust and walked away from the negotiating table. It appears that there will continue to be courses run at Massey for the teachers college students but there may be no formal merger of degrees or qualifications.

#### ***Student Support Services Advisory Meeting***

I was also supposed to be a member of this committee. This committee was constructed so that all service providers, for example the Health & Counselling Centre, Sport, Recreation and Cultural Centre and Accommodation Services, could present reports for discussion on achievements and maybe future recommendations. Unfortunately, for the whole of second semester, we did not get any invitation from this committee to represent ASA's views on these issues. Hopefully, the 2001 Education and Welfare Vice-President will look into this in the new year, as they are the one who co-ordinate student representatives on University Committees at a campus level and at college and departmental level.

### ***Albany Quality Group and Equal Opportunity Advisory Committee***

These committees met very irregularly throughout the course of the year and were coordinated out of the Principal's Office. This change may be indicative of the University's attitude to move the focus away from committee representation towards a series of personnel tasked with the responsibility to monitor these areas and recommend policy changes and initiatives. The overriding responsibility appears to rest with one of the Palmerston North based Pro Vice-Chancellors (Student Services) who has then delegated this responsibility to the Regional Registrar. They then set up these monitoring groups but these meet at most quarterly as opposed to monthly. Perhaps this says a lot more about the University administration's attitude toward these areas than I could ever say.

### ***Harassment Committee***

I was also supposed to be a harassment contact person together with the Women Students' Representative, Beverley Dowling. We did not get any publicity in the harassment posters because, according to the Chair of the Albany Harassment Advisory Committee, Francis White, all harassment contact people should be accountable to the Campus Principal. Since the University does not employ us, we therefore cannot be accountable to him. As a result, we are apparently the harassment contact people for ASA (and hence we do not appear in the posters) and not for the University.

This seems to be a nonsensical situation that I recommend is resolved between ASA and the University. The issue of liability should only arise if there are issues surrounding the capability of the Harassment Investigator rather than the Contact Persons whose role is direct people to the appropriate service. I did attend the harassment training though (and so did Fiona), and I later organised harassment training for the Executive with the Human Rights Commission as part of their annual Harassment Awareness Week.

### **Food Bank**

A temporary food bank was opened during the beginning of the year to cater for students who were suffering from poverty because their loans/allowances were still on hold from WINZ. Storage of food items was a problem and therefore this project could not be continued permanently. This was publicised in *Satellite* for our students and was also publicised in local newspapers such as *Albany Extra* and *Shore News* to create awareness in the community. I also did an interview with FTN (Family Television Network) that helped to get some donations for the food bank. Later in the year, I sought to advertise the presence of the Student Assistance Programme Food Grants, which is a much better system with greater flexibility.

### **Theme Weeks**

Safe Sex week began on the 31<sup>st</sup> of July with various activities planned for the week. The activities consisted of safe sex games, promotional brochures and freebies, and also some seminars given by the Health and Counselling Centre. Even though it was not a big success, students did learn a lot about safe sex and took away free condoms, booklets, stickers and posters. I would like to thank the Mature Students' Representative, Fiona Lambert, the Women Students' Representative, Beverley Dowling, and the International Students' Representative, Natasha Fernandez, for all the help they provided me during the week.

Following closely on the heels of Safe Sex Week was Good Health Week - an attempt to remind students to take care of their bodies and minds while attending University. Again, various activities were organised between ASA and the Health and Counselling Centre, but attendance was very low.

## **Class Representative System**

I worked to get the class representative system up and going this year, as it has been a failure in the past years. Fiona Lambert (the Mature Students' Representative), Simon Kelly (the College of Sciences Representative), Rachel Giesbers (the College of Business Representative), and Maria Cavanagh (the College of Humanities and Social Sciences Representative) and I met a few times to discuss how we could improve the system this year.

We decided to have an induction seminar for those persons intending to become class representatives to familiarise them with their role and to issue them with certificates at the end of the year as a way of thanking them for their contribution. We did organise a seminar but unfortunately, only the College of Humanities class representatives turned up. The seminar went well though, with Maria going over the induction manual for class reps provided to us from Victoria University with the group. I would strongly recommend the writing of an induction manual for class reps at Albany by the association. This could then be distributed early in the year to those persons interested in being part of the system and would provide a great resource.

## **Academic Grievances**

I handled about ten significant academic grievances and more than twenty WINZ grievances over the year. This took a lot of my time. The grievances from WINZ arose from the fact that WINZ took a very long time this year to finalise student loan/allowance. I basically devoted all my time during the first few months of the year in trying to assist students in getting their full entitlement to student allowances, special grants and loans. I also had to deal with students so that they did not have to pay any penalty on late payment of their fees due to delays from WINZ.

I provided letters to students from the University that enabled them to get their entitlement of the \$1000 course related costs from WINZ. I helped provide short-term interest free loans to students who were having difficulty in buying their books/stationery. I also worked with all the major banks in NZ so that our students could get their tertiary package (interest free overdraft) without having paid their fees (as WINZ was delaying their loans). The banks agreed to provide overdraft facilities by just sighting the loan contract after I had explained the whole situation to the managers.

The majority of the academic grievances that I faced were over assessment-related issues. I attempted to deal with these as professionally as possible and got good positive feedback from the lecturers concerned.

## **Student Assistance Programme (SAP)**

A major component of the Education and Welfare portfolio is the administration of the Student Assistance Programme (SAP). This is a programme operated alongside the University where ASA provides students with loans and/or grants to help cover any unforeseen circumstances. The students fill out the SAP form and are then interviewed by one other Executive position and myself (to avoid claims of bias). The amount of assistance to be given to the student depends on the interview and is dealt with on a case-by-case basis. Some students do try to take advantage of this and so I really have to be quite careful and sight all the evidence before granting any sort of assistance. In 2000, ASA allocated almost \$30,000 on student hardship grants and loans. The bulk of students coming to see me for assistance are from the hostel and this issue needs to be addressed before new students come in the hostel next year. It seems that they are allowed to accumulate their rent for several months before any sort of notice is sent out to them.

I organised updated posters for the Student Assistance Programme and the Academic Grievance procedure. These were publicised through the various University notice boards as well as in strategic locations such as Health and Counselling and Massey Contact so that all new students would know what ASA had to offer.

The administration of the Student Assistance Programme took up a major portion of my time as more and more students seemed to be coming in for grants/loans. Quite a lot of my time was also taken up chasing students who had not paid back their loans to the association.

At the moment, we use money from ASA to pay for any grant and then claim the money back through Massey University Students' Association, Palmerston North who in turn claim it back from the bequest fund that is managed by the Disciplinary Committee in Palmerston North. I tried to push for a system so that we could have direct access to the funds. However there is undefined resistance to this suggestion and may be something to take up with the Campus Principal directly. ASA would still operate a system for the loans but since the University Registrar indicated that there is no facility to place a lien over students to encourage them to repay the money, the association is faced with the unenviable position of having to refer defaulters to a collection service.

I also provided Sam Haggard, the Co-President of NZUSA, with the statistics on students still waiting for student loans in May for his submission on the national level of student debt and hardship for consideration by the Government.

Thanks to everyone for their support throughout the year.

**Sheetal Narayan**  
**Vice-President (Education and Welfare) 2000**

## **COLLEGE OF BUSINESS REPRESENTATIVE REPORT**

Well, it's been a busy year for this position, what with meetings, activities and other time-consuming matters.

A lot of my time was spent dealing with things for the Staff/Student Liaison Committee – which I chaired for the year. We took some time to get underway, our first meeting was held in May, but with a good level of attendance by enthusiastic Class Representatives.

Prior to this first meeting I had extensive correspondence with Chris Hipkins (President of Victoria University of Wellington Students' Association, who also set up their Class Representative system) and Susan Flint-Hartle, one of the Commerce Staff. I also had a meeting with Professor Larry Rose (Head Of Department, Commerce), to iron out some of the details.

We acquired a small budget from three of the four branches of the College of Business (\$50 each from Department of Commerce, School of Accountancy, and Department of Management and International Business), but none of it was used as much as expected. We've had fliers and posters printed up – some are still around although out of date.

At the beginning of Semester Two, I spent quite a bit of time re-creating all our Class Representative documentation (nomination forms, posters, etc.), which was circulated to all Business lecturers in Albany, via the Albany Business e-mail loop. This boosted our numbers a little.

One of our “projects” was "Coffee Day", largely organised by Zoe Marshall (one of the Class Representatives) and myself. It involved giving away free coffee, milo, tea, etc. in the foyer of Quad A between 11 a.m. – 1 p.m. We gave away at least 50 cups (and fliers), and judged it to be a small success. The other half of the project was "Sausage Day", but our request for sponsorship from Pak 'N' Save Albany was not answered, so the day didn't eventuate and the project was abandoned.

We acquired a small office for ourselves in Quad A, which was very useful at times when only a small group of us were to meet. We also used it on occasion when the boardroom was booked and we needed a meeting. Plans to staff it throughout the week by representatives were postponed as we waited to see how needed it would be. We also planned to post “suggestion boxes” in various locations, but due to time concerns this never happened.

I spent quite a bit of time in meetings to do with the Staff Student Liaison Committee. A minor result of this is that every secretary in the College of Business knows me by name!

As part of my role as an ASA Executive member I was a member of a couple of University Committees, and attended several more when the representative from ASA was unable to make it. These committees were the Library Advisory Committee, and the International Students' Advisory Committee. I was also a representative on the Spiritual Advisory Committee, but it never met throughout the year. I attended a couple of meetings of the Early Childhood Centre Management Committee, and one meeting of the Health and Safety Advisory Committee. I also attended the final planning meeting of the Women's Day Out.

**Rachel Giesbers**  
**College of Business Representative 2000**

# COLLEGE OF HUMANITIES AND SOCIAL SCIENCES' REPRESENTATIVE REPORT

Talofa lava, kia ora, greetings.

## **Introduction**

In 1999, the Albany Students' Association broke away from Massey University Students' Association, becoming an autonomous association, based in Albany, dealing with Albany issues.

This departure resulted in ASA forming its own Constitution. There were four extra positions on the Student Executive Committee, established in the ASA Constitution: a representative for each of the Colleges on Albany campus.

During 1999, these positions were not filled, however as President I attended the College Board meetings for the College of Humanities and Social Sciences, as it was the only College Board that student representatives were invited to attend. In fact, not only were we invited to attend, but also our attendance was fully funded by the College and therefore non-attendance to the meetings would reflect badly on the association.

The class representative structure was barely functioning as the lack of a College representation left the responsibility of the Class Representative structure up to the Education and Welfare Vice-President. This extra responsibility, on top of the huge responsibility the position already had, left the job done way below the acceptable level.

Due to the lack of structure, the communication between the students' association and the College was also at a bare minimum. Simply by having a representative from ASA at these College Board meetings invited and promoted communication on any issue within the College, between ASA and College of Humanities and Social Sciences hierarchy.

## **Class Representation Structure**

As the elected College of Humanities and Social Sciences Representative, my first priority was to establish a structure for the Class Representative system that was both student and University friendly.

In the past, Class Representatives were selected for a term of one semester. As a huge amount of time and effort went into finding representatives for each class, twice a year, the first structural change was to have Class Representatives act as representatives for the entire year, thereby cutting out the unnecessary doubling of work.

The next issue was that the number of representatives selected, and the number that actually attended meetings, did not match up. In fact many classes were doubled up with representatives, due to a representative for one class being in other classes with the same people, so the structural change here was for each year of a particular degree, there would be one representative.

Professor Paul Spoonley and myself were in agreement to try out this new structure and review its effectiveness at the end of the year.

There was also mention of the responsibility of each department/school to organise student and staff liaison meetings for their own department/school, which would act as a step before the College Staff/Student Liaison meeting. The ideology behind this was to reduce the number of issues going to the College Staff/Student Liaison meeting and they could instead be discussed and dealt with within the department/school first, but failing that will go through to the college level.

### **Academic Orientation**

During Academic Orientation, I distributed fliers and posters promoting the Class Representative system within the College. I spent time in the College of Humanities and Social Sciences approval room, trying to convince those needing approval for their course of study to sign up as a Class Representative. Not to mention walking up and down the lines of students appealing for volunteers.

I spent the first two weeks of University lecture speaking in as many College of Humanities and Social Sciences classes that I could. Unlike previous years, I only targeted compulsory papers for each year of a degree.

The response was greater than expected (thanks to prayers). There were only two schools that were missed out, and still to date, do not have full representative (but also do not constitute a major for a degree).

### **Class Representative Training**

Training was a requirement for all Class Representatives, as there was great uncertainty as to the job description. Each of the College representatives agreed we would hold a joint training day, with lunch provided. I went shopping and organised the food, ran the training and dealt with questions. The participants were all from the College of Humanities and Social Sciences.

### **Academic Grievances**

Current academic grievances that have continued from last year are still being dealt with. The last meeting was between Class Representatives of a third year BSW class, the Pro Vice-chancellor and Head of Departments and myself. This meeting was very successful until the Pro Vice-chancellor made the comment at the very end that "as the statistics for failure within the class for that year was no higher than in previous years, there was no case". This grievance was then referred to the Assistant Vice-chancellor for resolution.

Regular meetings between the Academic Director for the College and the Pro Vice-chancellor for the College and myself also promoted good relations and communication between the students and staff.

### **Maintaining Contacts**

Whilst in Palmerston North for College Board meetings, I liaised with other student representatives on the College Board committee. We organised to meet for an hour before the board meeting to discuss what our issues were and how we would approach the board, and then afterwards to debrief. This type of working relationship between student representatives is of great importance.

As College Representative, the responsibility rests with me to attend each and every Student/Staff meeting. This way consistency is ensured with the students association and university.

**Floating Board Meeting**

My final issue that I dealt with as the College rep for Humanities and Social Sciences, was getting a floating board meeting. As the funding for student reps to attend College Board meetings has been withdrawn, there was an agenda item put forward, where we requested that meetings be also held in Albany. Unfortunately, due to the size and inconvenience to the remainder of the Board representatives, this motion never made it to the floor.

**Inter-College Competition**

I attended inter-college sports meetings and publicised these sports by word of mouth and also put posters up around the university. I took part in the Pool Competition and also met some Humanities and Social Sciences students and was delighted to hear that our College is came a close second on the table!

**Repositioning Protest**

I took part in the protest against Repositioning while down in Palmerston North, and networked with other student executive members from Palmerston and Wellington Campuses on this very important issue. The current under-funding of the tertiary education sector has placed a very high amount of stress on Universities to cost-cut. Since they mainly comprise staff, who also makes up their largest budget commitment, it usually means that the Universities are forced into positions where they implement staff-cuts, wage-cuts and sinking lid policies on employment. The likelihood is if the sector receives a lower proportion of funding again in 2001 that Repositioning will remain on the table as a topic for discussion.

**Maria Cavanagh**

**College of Humanities and Social Sciences Representative 2000**

# **COLLEGE OF SCIENCES REPRESENTATIVE REPORT**

## **Introduction**

The College Representative position is a new position on the Executive, resulting from the split from MUSA and the formation of ASA. The positions were not filled last year, which means that the three elected students had to set up the Class Rep system. As a new member to the Executive, I wasn't sure what was expected of me or even what I could achieve. I am not the most vocal person when it comes to the political stuff regarding national issues, and to some extent local political issues. I prefer to do things that would benefit fellow students.

## **Goals**

At the start of the year I had many idealistic goals: promoting the association on the East Precinct, developing a better rapport with the students, etc. After discussion with a number of students before the election in 1999, I was surprised to learn that many students did not know what ASA was or did. This, I believed had to change. The Orientation Week packs were a good start. These were given out at the beginning of the year during Academic Orientation. However, I believe the contact with many students finished there, so I was intent to see that a wider involvement was achieved and concentrated on promotional events that would achieve this aim of wider participation.

## **Inter-College Competition.**

The Inter-College Competition was an idea born from out of Orientation Week, where there was to be a competition held between the Colleges. This did not eventuate due to a low level of participation. However, I liked the basic idea of an Inter-College Competition and brought this to the attention of the rest of the Executive during the induction/training weekend.

From there, Tony Meyer and Jolene Rodley (Recreation and Leisure Representatives), and Maria Cavanagh (College of Humanities and Social Sciences Rep.) and Rachel Giesbers (College of Business Rep.) and I started to organise a series of events. Five teams were born, one from the four Colleges and one for miscellaneous staff.

The first event was a Quiz Night, but the turnout was disappointing with only two teams turning up on the night. In a close finish, the College of Humanities and Social Sciences squeaked in, in front of the College of Misc. Tony was the Question Master, Emma MacDonald was the lovely Miss Ford, Jolene served the delicious food (nachos) and I marked the questions. The questions were mainly from quiz nights held in previous years at Scholars' Bar. Tony and I had to adapt the questions to be more up to date.

The second event was a game of petanque, held in front of the Quad A, on the grass verge. This was a disappointing event. ASA was in the middle of having the third General Meeting for the year leaving me the only ASA Executive member to organise and run the event when this needed at least two people to run it successfully. One person sitting by a sign does not encourage students to try where at least two people having a game has a higher chance of drawing a crowd. In the end, the College of Science won with a sterling effort from Doctorate student Paul Bracewell. Also participating was a single business student. No other students or staff participated. The College of Humanities and Social Science had a chance to take the event out when four students came and decided it was 'cool' enough for them. This typifies the attitude of students at Massey Albany.

The third event was the Card and Board Games Competition. I didn't help with the organising of this event, although I did turn up and represent the College of Science in a number of different games. The College of Business won convincingly followed by Science.

A variety of competitions were run in the second semester, including a scavenger hunt which led to the most amusing attempt to affect the competition when an anonymous group hijacked the ASA promotional banner and then sent us a recorded ransom note. The note asked for an arrangement where points were to be awarded to one of the Colleges in exchange for the release of the banner. They even sent a small piece of the rope that holds the banner up to prove that "they were serious".

### **Staff/Students Liaison Committee**

This was seen as the major job for the College Reps. Within the College of Science, there are two distinct Institutes offering different types of degrees. The Institute of Information and Mathematical Sciences (IMS) offer the Information Systems/Computer Science and Math's degree. Dr. Jeff Hunter is the Head of IMS at Albany. The other side of the campus houses the technology students, the traditional Sciences, and the new Engineers. Professor Ian Maddicks is the head of this area.

Dr Howard Edwards and I agreed to set up the system so that there would be one representative for every major discipline. We decided that I would go around a few of the lecturers to speak with classes during the early stages of week two. The majority of students tended to be in the same lectures for the first two years. Dr Edwards sent an email around the department asking for staff that might be interested to join the Staff/Student Liaison Committee.

Pr. Maddicks went around the classes in his department to find volunteers. We are had eight from his department: 4 from B.Tech, 3 from BE (as there isn't a 4<sup>th</sup> year class yet), and one from the first year BSc (new this year). He emailed me with the names and phone numbers of the volunteers.

Dr. Jeff Hunter and I had regular meetings to keep up to date with any problems, and changes within the College. We discussed the planned changes to the College of Science Constitution. This included having elected staff and student representation from all three campuses on the College Board. Dr. Hunter was keen to have student representation on the College Board as well as students having access to all information about changes. He wasn't so keen on the financial cost of the changes to the Constitution that would see five people going down to Palmerston North for a "rubber stamping meeting". He said that they only go down three or four times a year and then only when changes are at the final stages. We also discussed the effect that Repositioning would have on the College at Albany. As one of the few growing Colleges within the University, the College was exempt from any change.

### **General Duties**

As a member of the Executive, I have had a number of general duties. These ranged from developing constitutional changes, to representing the association and students on various committees. I am on the Health and Counseling Advisory Committee, the Disabilities Committee, the Publicity Sub-Committee and the Bar Review Sub-Committee. I attended the training weekend at Muriwai Beach/PI Space, the CPR course at the beginning of the year, and the Pacific Island Students' Graduation Ceremony.

I proposed a constitutional change where students will only vote for the College Representative for the College that they are enrolled under. Currently any student that votes could vote for all the College Reps. This is not desirable as, for example, a student in the College of Business could vote in a completely incompetent person for the College of Education position.

## **Fairy Tale Ball 2000**

Most of my time in the Second Semester was taken up with organising the ball. I tripped around with Jolene, Tony and Rachel looking at various venues including Sky City and the Mandalay. This was a thoroughly depressing but exciting day as it was cold and rainy but yet interesting as I take most opportunities to look through buildings, houses, flats etc. when invited. This needed to be done by the Albany Student Executive Committee at that time, as a ball coordinator would not have been hired until the week after July 31. I also organised for the executive to take up the position of Ball co-coordinator for reasons stated in my proposal titled Reasons for not hiring a Ball Coordinator 2000. The committee agreed with me and I was motioned to take up the responsibility of organising the ball.

If any one is wondering why I have mentioned these bits, it is because I did them as an Executive Committee member and not officially as the person responsible for organising the ball for 2000. Please note that more details regarding what I have done since becoming the person responsible for the organisation of the ball for the year 2000 can be found in my ball update report.

## **Scholars' Bar Review Sub-Committee**

The Scholars' Bar Review Sub-Committee completed a complete review of all aspects of the Bar including policy, procedure, pricing as instructed by the Executive Committee. This included researching prices at other bars on Auckland's North Shore. Our research concluded that Scholars' prices' are currently the cheapest on the Shore.

The sub-committee also completed a complete face-lift of Scholars' Bar and the student common room. I personally pulled 1,239 staples out of the wall of the student common room; Tony and I bought, painted, cut and screwed corrugated iron onto the Scholars' bar face. Jolene, Tony and myself bought vinyl to replace the covers of the bar stools. Tony and myself bought fabric, thread and wire for curtains, which were made by the Scholars' Bar Manager and her mother. I would like to thank Jolene for her invaluable advice and assistance when purchasing the fabric. I moved the Television from the east wall of the main room of the student common room to its new position in the northwest corner. I assisted Emma in changing the layout of the student common room to its more student friendlier layout. I would like to thank Tony for drawing up the layout diagram for the Albany Harvest Church and MADSODS to use as a reference when returning the room to its correct layout. I moved the old Scholars' Bar sign from above the Bar to above the principal entrance. This now needs to be lit as 'a lit sign is better than a sign that is not lit' (anon.).

**Simon Kelly**  
**College of Sciences Representative 2000**

## **CO-MAORI STUDENT REPRESENTATIVES' REPORT**

Although there continue to be a variety of significant issues affecting Maori students at Albany, this position suffered most in 2000 from a lack of continuity that stemmed from various reasons. Kaimahi appointments by the Roopu came far later than usual for the year and there were issues in terms of the nature of the job description for the position that formed part of the joint representation contract with ASA. The confusion meant that it was difficult to work constructively and there were delays and more politics associated with the job than in previous years. There has been a large change in Kaimahi positions in the Roopu. Many past Kaimahi have sadly resigned. However, their positions have subsequently been filled by other eager Maori students willing to carry out the job that is required of them

### **Te Huinga**

After the mayhem of the first semester exams a small group of Maori students managed to make it to Manawatahi (Palmerston North Campus) for Te Huinga. This is a Hui held annually and hosted by a different campus every year. It is a national Hui in which every Maori student Roopu at every University in New Zealand attends to conduct workshops, discuss politics and generally establish grounds with other Maori students around New Zealand.

This year's Hui had an extremely competitive theme in which inter-university singing, performance, sports and drinking events were partaken. Te Waka O Nga Akonga Maori was pleased to attain a second place position in the kapa haka competition.

### **Repositioning**

Another major theme running through the year was the proposed repositioning within Massey University. Submissions were written by the Roopu secretary and sent in to the University opposing the staff cuts within the Maori Studies department at Albany. If the proposed cuts were imposed on Maori Studies, the already small department would have been halved or even totally wiped. Leaving many Maori students to alternatively enroll at Auckland or Waikato: campuses that encourage and attain Maori majors internally. A good proportion of this information was discussed at Te Whanau Ururu Tau - the University committee that meets monthly to discuss issue relating specifically to the provision of quality education to the University's Maori students.

### **Retention**

The University is finally waking up to problems of retention of Maori students after the first year. Rates of general retention across the University have dropped but particularly amongst many Maori students. The University undertook a general survey of students to gather more information. Reasons appear to range from cost to course structure to areas of general support. On this last note, there were some staff disruptions with the University having to appoint a replacement Kaihono when their predecessor resigned. This was indicative of the level of coordinated support that the Roopu and Maori students received.

## **Whare**

One area we did finally receive support in from the University was the allocation of a building for use by the Roopu as a temporary Whare until they eventually develop the pan-Maori permanent Whare on the East Precinct. Building 75, one of the old hostels buildings, was allocated for our use and we entered into negotiation with the University administration over the terms and conditions of a lease and a range of chattels for use by Maori students.

## **Heads of Agreement**

With the formation of ASA, the former Heads of Agreement between Te Waka O Nga Akonga Maori and the Massey University Students' Association ceased to have any bearing on the Albany situation and had to be revisited. This agreement encourages joint participation by each group with the other and lays out certain rights for both parties in keeping with the Treaty. One of the most important areas is that of continued funding through ASA. The situation became more complicated by the University insisting on only one students' association and the formation of the Federation structure to deal with issues of Council representation and setting, collecting and distributing fees. Te Waka was part of the general discussion with the Registrar, Adrienne Cleland and has the facility to decide whether or not to belong to the Federation of Massey University Students' Associations, but we need to remind all parties that there is an issue of equity and equal representation between Roopu and Tauwiwi.

## **Council Representation**

On a final note, Helen Potter took on the role of Council Representative in 2000 as part of a jointly agreed decision between the Extra-mural Students' Society (EXMSS) and the Federation. Previously a joint Internal/Extra-mural student held this position, but it a sign of the improvement and recognition of Maori needs that Helen is the first Albany student to ever hold this position and all congratulations to her as she took on this challenging role.

**Matiu Blair, Tammie Taniwha, Rebecca Wirihana and Ngaire Williams**  
**Co-Maori Students' Representatives 2000**

## **MATURE STUDENTS' REPRESENTATIVE REPORT**

As the Mature Student Representative I represented of the needs and thinking of all Mature Students at the Albany campus. I also listened to and discussed the questions, fears and ideas of other Mature Students that I come into contact with both on campus and on the Internet. The most recent example of this was the issue of repositioning and staff cuts that caused much concern amongst Massey students as well as staff. I made sure I stayed up to date on what was going on and was able to answer confidently the many Mature Students that asked about this issue. All I spoke to were concerned for and supportive of our campus faculty during this trying time.

### **The Internet**

As a participant in some extra-mural papers, I had access to class discussions with other students, mostly Mature Students, regarding paper content, assessment and resources and other issues. Many of these students also attended Albany as Internal students, or planned to in the future. I met around 15- 20 of them at a contact course in May, and others in the same way in July.

I also made available an email address that went directly to my personal mailbox, which I usually checked twice daily. This was broadly advertised on notice boards around campus for about one day (as the notice boards were cleared at the mid-semester breaks) and I replaced these as necessary. Fresh advertising of this online access, and my new on-campus availability was scheduled to be re-advertised at the start of the second semester.

### **Orientation Week**

During Orientation Week, I made time around work to spend an afternoon (from about 2:30 p.m.) to assist in handing out ASA Orientation Week packs to students at Academic Orientation and promote some of the Orientation Week activities. I also managed to help out for a couple of hours filling the packs during the week prior. Work commitments prevented me from putting in any more time than this.

During the week itself, I attended the Comedy/ Hypnotist evening as an observer, rather than a participant, as I was there in my capacity of an Executive member. I also attended (and ran) a Mature Students' Evening.

### **Mature Students' Evening**

On the Tuesday of Orientation Week, I organised an evening for Mature Students, held in the staff lounge on the Main Campus. The weekend before this I was down in Hawkes Bay where I secured partial sponsorship by way of a generous discount for 2 cases of wine from Sacred Hill for this and future Mature Student events. On the Tuesday afternoon I purchased some necessary condiments and re-usable serving platters and some plastic goblets from Gilmours on the ASA's card. I also arranged to pick up an array of specialty breads from Yarrow, that were also donated for the event through my own personal contacts - a favour which I was under no obligation to use up for the purposes of ASA.

Music for the event was provided courtesy of Emma MacDonald's stereo and my flatmate's CD collection. As guest speaker for the evening, Ruth Genet - a successful entrepreneur who has run several businesses had four daughters and one divorce, as well as some part time tertiary education as a mature student (not currently), gave an enthusiastic and motivating speech that everyone found very empowering.

The ASA Education and Welfare VP, Sheetal Narayan also spoke from a welfare and education perspective, giving the attending students vital information in regards to their options for financial support and childcare issues. As the evening clashed with one of Todd Brackley's seminars (a fact which I was not informed of in advance) there were only 12 - 15 people present, but the feedback was positive and those who were there were bent on passing information on to other Mature students they knew.

### **Executive Committee Meetings**

Initially, the time for the meetings was constantly changing, and after rearranging my work schedule twice to allow for this, I resolved that risking my income was not a wise thing to do. As a result, my attendance to Executive meetings became secondary to the requirements of my job and my presence was noticeably infrequent. On a positive note, the amount of time spent labouring over some issues, making the meetings unnecessarily long, is less than it was in some of the earlier meetings. Most noticeable was the fact that for the Executive to function effectively, it had to communicate more effectively than it did.

### **Committees and Executive Functions**

I was appointed to the Library Advisory committee and the Visual and Performing Arts committee. Before any meetings took place I was dropped from the Library Committee. I was informed only once as to any meeting for the Visual and Performing Arts committee meeting, which I had consented to attend, but the date was pushed forward by several weeks and fell within mid-semester break, where work commitments took priority. I was also on the Health and Safety committee along with Recreation and Leisure Representative, Jolene Rodley who I made a point of talking over matters arising in relation to the committee in case I was unable to attend due to upcoming work commitments.

#### *Mature Women's Group*

I liaised with the Women Students' Representative, Beverley Dowling on a number of occasions regarding women's issues, and was supportive in the implementation of a Mature Women's group by Health and Counselling that met weekly in the Hudra during the first semester. Although, I was unable to physically attend, my contact details were made known to those who did, and were displayed in the Hudra.

#### *National Women's Rights Officer Appointment*

I took part in the teleconference on March 24th to elect the new National Women's Rights Officer for NZUSA (New Zealand University Students Association). I was involved as I am one of the Women on the Executive. The successful candidate was Lisa Ducat. This took several hours, but the opportunity to discuss the goings on of other universities with their student reps was interesting and enlightening.

#### *Harassment Training*

I attended a training afternoon for present and future Harassment Contact Persons (HCCP) entitled 'Harassment Prevention and Resolution'. Apart from the obvious benefits of increased awareness of how to handle harassment issues and complaints, much discussion was held on setting up some sort of campus campaign, similar to the zero tolerance to violence being implemented in local body councils and committees.

Campus policy on violence and harassment is likely to be formalised and added to either enrolment or orientation packs in the future, as well as the HCCP information brochures currently being updated. There was also talk of opening up harassment training to others including administration and support staff, ASA representatives and student representatives. I suggested the class representative system be somehow involved and discussed this with the College reps early in the second semester. Dr Ann Dupuis, Chair of the Albany Harassment Committee was also very interested in this idea.

### *Pacific Islands Students' Graduation*

The College of Humanities and Social Sciences Representative, Maria Cavanagh requested assistance in selecting wine for the Pacific Island Students' Graduation Dinner. I was more than happy to do this, and spent an afternoon with her touring the local wineries in search of some wine to suit most palates and Maria's budget. I also attended the Graduation dinner, along with several other Executive members, which turned out to be a huge success for Maria and her team and a memorable occasion for the graduating students and their friends and family.

### *Mature Students' Breakfast Club*

The Mature Students' Breakfast Club has not been very successful. The loss of the meeting room to Satellite meant that I had to find appropriate space for this group elsewhere. I managed to book time in Building 79 for the first two meetings, but could not run for the proposed two hours on any of the days set aside for this group. It was decided to investigate other options for next semester that were more suitable to the students and start over.

### **Other Events**

Vanessa Banbrook from the Recreation centre contacted me for advice on potential Mature Students clubs and events. I worked closely with her on this matter over the break so as to encourage a greater level of participation from Mature Students in the development of campus life. As part of this initiative, I followed up existing mature student groups and activities and liaised with students as to their wishes for further activities and groups.

I look forward to some positive results for next year and beyond for Mature Students at Albany, would like to thank everyone for their support throughout the year and wish all the very best.

**Fiona Lambert**

**Mature Students' Representatives 2000**

## **PACIFIC ISLANDS STUDENTS' REPRESENTATIVE'S REPORT**

Talofa lava, kia ora, greetings.

My goals for this year, as Pacific Island Students' Representative, were to promote Pacific Islands' students throughout both the institution and the students' association to which all students belong.

### **Recognition**

I am of the firm belief that the more positive knowledge people have of a sub-group (e.g. Pacific Island Students) within a larger group (all students at Albany), the more likely that sub-group's chances of them being acknowledged as an important part of the mainstream group. Within that acknowledgement, comes correct consultation in matters of importance that concerns the larger population. As students of Pacific Islands decent, we have a huge list of strengths that we can contribute to society that are at times are overlooked due to our limited number.

Together with the above mentioned, I viewed my job as Pacific Island Students' Representative, to be the microphone from the Pacific Island students to the general student population. I wanted to ensure that all those willing to listen would hear, "Pacific Islands students ROCK!"

### **Regular Newsletter**

The beginning of the year saw me in immense pain with back problems; as such I was unable to spend any time in the office before the semester began. However, with the help of friends, I was able to use a laptop from home completing a regular monthly two-page newsletter posted out to all Pacific Islands Students enrolled at Albany. I had organised with Professor Watson, a budget of \$150 for a "Newly enrolled students and their families' Induction Day". This was the main reason for the newsletter. However, rather than sending one notice around, I saw this as a great opportunity to advertise the students' association, Pacific Island Students' Space and the general 'who is who and where to go' type of notices.

Unfortunately, only a handful of students turned up to the induction, however every student that turned up became an active member of the Pacific Island Students' group, Pacific Island Students' Christian fellowship and Kilikiti team.

### **Pacific Islands Students' Group Meetings**

With the first Christian fellowship meeting, Pacific Island Students' group meeting and Kilikiti meeting advertised for the same day as the Orientation Week 'Clubs and Market day' I could only spend half the day at our club stalls.

At the first Pacific Island Students' group meeting, the students agreed to work towards a Pacific Islands Students' Graduation Ceremony this year with a couple of socials to fundraise towards this end. The Pacific Island Students' Fono was also discussed with approximately five students wanting to attend this Fono (in Otago) with me.

## **Volleyball Sports Challenge**

The Pacific Island Students' club on campus entered a team into the internal Volleyball competition. Unfortunately all the games were held on a Wednesday between 12 noon and 2 p.m., which is also the day for our meetings. We turned up late every day we had a game, but at least we turned up. We did really well with enough of us turning up for two teams. At the end of the competition we did have a game, guys against the girls. THE GIRLS WON! How does that song go...."The power of a woman,"?

The Pacific Island students have, from day one, issued an open sports challenge to all clubs. Unfortunately, there is no group on campus confident enough to take us up on that challenge. Until some brave group accepts the challenge, we will remain the undefeated Albany Champions!

## **Kilikiti at the Games**

Kilikiti was seen as an attempt to raise the Pacific way to the national University level. By establishing it at the University Games we would raise awareness of another aspect of our cultures. Unfortunately this did not turn out as great as we had hoped with only a team from Albany being able to attend as the cost was too great for others, added to the lack of information given to them.

The team that eventually travelled to Wellington for Kilikiti had to change sports in order to play at the University Games. The girls played Volleyball, only to be ripped off by University Sports New Zealand.

## **General Meeting Attendance**

The Association's AGM and SGMs had at least a third of the meeting full of Pacific Island students, and, as such, the awareness of the political structure is rising within the Pacific Island students too.

## **Pacific Island Students' Advisory Committee**

Pacific Island Students' Advisory Committee meetings have been pretty lonely with only myself attending to represent the student side of things, however I have laid guilt thick enough to ensure there will in future be at least two others at every meeting

## **Inaugural Graduation**

Keeping in line with our fundraising for Graduation, the Pacific Islands students held a fundraising social. We raised around \$1,100.00 from this night. It was a great success.

The first ever Pacific Islands Students Graduation Ceremony was held on the 10<sup>th</sup> May starting at 7 p.m. With eighteen Pacific Island graduates eligible, ten chose to graduate at this ceremony. Unfortunately only eight turned up on the night, but that did in no way dampen the evening.

We were blessed to have a good amount of media attend this ceremony and all the media have responded with positive feedback about the success of the evening.

With guest speakers including Hon. Mark Gosche (Minister of Pacific Islands Affairs), Chancellor Morva Croxson, Vice-Chancellor Professor James McWha, Campus Principal Professor Ian Watson, NZUSA Co-President Sam Huggard and ASA President Emma MacDonald, the evening was a perfect mixture of formality and informality.

Tagata Pasifika ran a 5-10 minute article on the graduation with Triangle TV running the same article. Local newspapers also ran favourable articles. I worked with Emma Norton from Massey News, on an article featured in the graduation edition of the magazine.

I sent e-mail to all the other Pacific Island Students' associations around the country and received many messages of congratulations.

I need to take this opportunity to also mention the huge amount of work that went into making this night a success. People like Sean Strickland, Aaron Schuster and Sam Patrsch spent a lot of time working out logistics. In addition, a special mention to Fiona Machitt who spent at least a fortnight beforehand worrying about the menu, kitchens, utensils and anything else to do with the catering.

For future graduations we would be looking seriously at sponsorship and giving out less free tickets and hiring a community based catering group. The workload put on the group for the night was huge and by working together we pulled off a great night.

### **2001 Representation**

I must mention the impressive number of Pacific Islands Students who stood and were voted into executive positions for 2001. With six initially standing, one withdrew for pregnancy reasons and now we have five Pacific Islands' Students that will be in the 2001 Students' Executive.

### **Fono**

The Otago University Students' Association this year hosted the Pacific Islands Students' Fono. With little experience on the Otago side for organising Pacific Islands' gatherings, I went down a few days earlier to assist with the organisation. Both Analosa and I, representing Albany attended the Fono. Discussions were around the forming of a national body. The decision was made that each campus needed to organise its campus level before moving onto the national level.

For campuses like ourselves, we already have a Pacific Islands' Students Representative on the Student executive. Other campuses are split into national clubs e.g. Tongan club, Samoan club etc.

Media coverage and attendance was great. We got an article in Satellite, Education Review and also other student newspapers. Attendance included the students' association from Auckland (AUSA), Albany (ASA), Lincoln (LUSA) and Otago (OUSA) Universities.

NZUSA promised a Pacific Islands' Workshop at February Conference 2001.

The Pacific Islands Students were asked to assist in the Waikato University Referendum. Three of us went down and lobbied the Presidents of the PI Clubs in favour of Compulsory Student Membership.

Other than that it, we are now moving into the preparations for next year, including the induction for Pacific Islands' students and possibly a Pacific Islands' Social during Orientation.

Till next year.

**Maria Cavanagh**  
**Pacific Islands Students' Representative 2000**

## RECREATION AND LEISURE REPRESENTATIVE'S REPORT

*"Choose a job you love, and you will never have to work a day in your life. "*

Confucius

Recreation and Leisure is the best position to hold on the ASA Executive Committee. Unfortunately it is also one that (depending on how you view it) entails a huge workload. It is ideally suited to being held by a collective, and this has worked remarkably well this year. We have thoroughly enjoyed our time holding this position; a job where you have to provide (and sample) fun for three and a half thousand students does have its appeal.

The numbers of resignations that have occurred have wounded the position in the past. This has had a very detrimental effect on campus life - and campus life is what the position is all about. Our overriding goal was to encourage more student life at the Albany campus.

A particular problem that we experienced at the start of our term was that there was a huge hole in the records regarding the Recreation and Leisure position. A related problem is that the position of Recreation and Leisure Representative has rarely been seen through the entire year. In both 1998 and 1999 the position was vacated around halfway through the term with no replacement being found. This is a huge problem. All the work that was begun in the first semester falls apart, and the incoming representatives have no one available to train him or her. Clubs are also left 'high and dry' and this makes the already difficult task of a club continuing from one year to the next even more arduous. We believe that this problem is partly due to the position being perceived as one that deals primarily with the NZU Games. It was a particular goal of ours to see the entire year through, hopefully setting an example for the representatives of future years.

### **Goals**

At the time we decided to stand for the position of Recreation and Leisure Representative we had very few goals for what we wanted to achieve in the position. However by the time we started our term in November 1999, and certainly by the time Semester One of 2000 began, we had a very large number of goals ranging from very achievable to complete wish lists.

- A particular goal of our term as Recreation and Leisure Representative was to last through the entire year, and achieve something significant every month.
- We had many hopes for clubs in 2000 - we both came to the position through campus clubs and felt that this was an area that needed significant attention. A goal was to encourage more clubs (and varying clubs) to form, and to help them survive through this year and continue next year. A related goal was to have two Clubs' Days - one at the start of each semester.
- We had hoped to encourage closer ties between the various campus clubs. A method of doing this that the 1999 clubs had seemed interested in was having regular meetings of a representative from all clubs to let each other know what their club was doing and help the clubs with any problems they might have. We didn't manage to achieve this goal - we attempted to hold meetings but these were poorly attended, and clubs did not seem as interested as they were in 1999.
- On a brighter note a number of the clubs worked well together: TURPS, MADSODS, MAPISA, the Pacific Islands Christian Fellowship and the Kilikiti club all seemed to co-operate and support each other as necessary.

- In a related goal, we hoped to make being a club more fun by having events where all clubs could join in together and get to know each other. We had hoped that clubs would express more of an interest in the Inter-College competition, and promoted this quite heavily to them, but this did not take off.
- We had hoped to hold a Club theme night at Scholars', are were considering giving fun awards to clubs at the end of the year ('most active' and 'most improved' and so forth), and set up photo boards of club activities in Building 70.
- We had a number of hopes for Satellite this year as well. We wanted a regular feature in Satellite that was available for clubs to use, as well as a space for us to provide information to students about upcoming events. We achieved this goal, although only a few of the clubs took up this opportunity.
- We wanted to see a survey about clubs in particular and student life in general completed on this campus. This seems like an ideal practicum project for marketing students and there has been discussion about carrying out a holistic study of ASA's services, and so this would obviously be slotted into that.
- Storage space for clubs was always a goal that we hoped to achieve and one that always seemed like it would be a near impossible task. We eventually settled on a plan for designing an additional room to be built on to the rear of Building 70 and even began drawing up plans for this space. However with our work on the Atrium building we discovered that there was a reasonably large amount of space devoted to students in the Atrium. This included a general student area similar to Building 70's main room, a Clubs' room and a Games room. We worked on encouraging the University to provide storage space for Clubs in the Clubs' room and there should be room for performing arts clubs (one of the main users of our current space) to store equipment in the theatrical storage spaces.
- Simple goals that we have managed to achieve included the creation of a generic sign-up form for use at the ASA counter and the cleaning up and regulation of the Clubs' Board.
- A goal that we have achieved remarkably well was that of reporting on our activities as fully as possible. We felt that this was essential so that the rest of the Executive was aware of our activities (and could comment and assist), so that we were more organised, and for the benefit of future representatives.
- What we would probably have termed our overriding goal for the year was to improve student life. By this we included encouraging students to take part in extra-curricular activities, making sure that there was a sufficient range of these activities available, and assisting those people that ran the activities.

In many instances we ran out of time to implement all these ideas and will have to trust to the enthusiasm of our replacement.

## Clubs

There has been a huge number of clubs that have existed at some time on campus - from the Massey Chinese Traditional Art Club (MCTAC) to the Massey Flying Club and everything in between. Unfortunately the average lifetime of a club is somewhat less than a year - something we have tried to examine and rectify.

There are currently ten affiliated and three non-affiliated clubs on campus, some very active and others not so active. We have tried to encourage clubs to be active by having induction meetings, clubs days, and regularly sending out information letters. Also we tried to keep a regular "Clubs Column" and Clubs list in Satellite and gave out \$3,800 dollars of club grants to seven different clubs. We're very proud of what the clubs have managed to achieve (the Pacific Islands Students' Graduation Ceremony, Half Truths and Lies of Seven Students, and the regular meetings of the Pacific Islands Christian Fellowship to name a few).

Only two clubs have remained very active as far as we are aware – MADSODS (performing arts) and MAPISA (Pacific Islands). MADSODS has continued with their regular club nights and work on the production for March 2001 (*Wyrld Sisters*). MAPISA have continued their regular meetings and have had a couple of end-of-year functions.

There was a good mix of clubs on campus - religious clubs, support clubs, a drama club, ethnic clubs, social clubs and sports clubs. Although there are not many sports clubs, in general the lack was filled by the many sports clubs on the North Shore. Until the campus grows to a larger size it will be unable to support many sports clubs. Four of the affiliated clubs were new this year, which was excellent, and we encouraged them (and the other clubs) to take measures to ensure that their clubs carry on throughout future years (a difficult task in many ways considering the transient nature of university study).

It's always very humbling to consider how much work individuals in clubs put in for the benefit of others - often unrecognised to a large extent, and almost never paid.

There was a Clubs' Day in semester two on the 26th of July held between the Quad Block and the Study Centre where all clubs could attract new members, and other students inspired to start up new clubs. There was generally more of the former than the latter.

The remaining activities for the year included revising the clubs' manual<sup>3</sup> and for the clubs' grant sub-committee to finish the work on revising the structure of clubs' grants for 2001. We created a 'quick reference' club cheque signatory file for use by the Manager. We also informed all the clubs that lacked completed cheque signatory sections of this requirement.

A concern that we had is that although students might be interested in clubs, this information may not be getting through to the clubs, or the clubs might not be getting back in contact with the students. The first step towards resolving this that we initiated was to create a 'generic signup form' that was kept at ASA. Students who were interested in any activity could fill this out and give it to the Recreation and Leisure Representative, who then either attempted to help students set up an appropriate club or passed the information on to the appropriate club.

A smaller version of this was also included in the Orientation Week packs that were given out at the beginning in the year. Measures to ensure that clubs responded to requests from interested students were implemented later in the year.

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<sup>3</sup> We intended to thoroughly revise this and make it much easier to work through. This will be done in conjunction with Sport, Leisure and Cultural Services.

## Club Grants

The Club Grants Sub-Committee met twice throughout the year and allocated \$6,500 in club grants. All clubs that applied for a grant were granted a portion of their request, although no club could be funded to the level that they requested.

## Publicity

One of our largest concerns was that, although there are many events occurring during each semester, students are not aware of these events. We tried to remedy this by advertising in *Satellite*, placing sandwich boards on each campus, promoting specific events, and writing and speaking to various groups on campus.

Through discussion with various groups regarding this (Professor Watson, the Albany Visual and Performing Arts Committee and others) we succeeded in organising the following:

- A large notice board at the main entrance of each Precinct devoted to upcoming events.
- A number of permanent poster barrels for placement around the University precincts to be used for the purposes of advertising large-scale and important events (ASA or University).

We had hoped to be able to utilize the ability to put flyers on cars in the University car parks. In the past this has worked very well as a promotional method, however the Facilities Office requested that the practice be stopped.

## Satellite

Throughout the year, the student publication *Satellite* was one of our primary methods of promotion. We hoped that students were coming to understand that *Satellite* is the ideal method of finding out what is going on around campus. Regular items in *Satellite* (which all proved worthwhile) included:

- A monthly Clubs' Contact List, which listed all affiliated (and some other) clubs and their contact details.
- Fortnightly Clubs' Columns - these were where Clubs could have their say and promote the club and any events they may be holding.
- A 'What's on?' page listing upcoming events in one easy to find place.
- A semi-regular column from the Recreation and Leisure Representatives where we had our say about up-coming and past events.
- Publicity for the Inter-College competition, and other events for the students to take part in.

## Projects

### *Trophy Cabinet*

Since ASA seemed to be acquiring quite a few trophies this year, we decided to purchase a trophy cabinet to be placed in Building 70.

### *Good Health Week*

This year, University Sport New Zealand dropped support for the "Healthy Lifestyles Have A Go Week" that they had coordinated in the past. We began planning our own version of this event in November 1999 and the week was held from Wednesday 26 July to Wednesday 2 August inclusive. We were supported in this endeavour by Good Health Products, and were given assistance by the Health and Counselling Centre, Sport, Leisure and Cultural Services and various Executive Members.

### *The Massey Project*

On the 9<sup>th</sup> of May the inaugural Massey @ Albany Capping Revue was staged. Originally envisaged as a project by the (never formed) Massey Albany Revue Society it was eventually put on by a group of interested students with Michael Goldthorpe producing and directing. We both took part and the event was a reasonable success - especially considering the short time frame in which the show was created and rehearsed. There was a small but significant audience including Professor Watson, who apparently enjoyed the show.

### **Recreation Centre Events**

We helped out at the "Town versus Gown" Kayak Race, the Round the Campus Run, Graduation Breakfast and the recent Fashion Extravaganza. The Town versus Gown Kayak Race seemed to go very well; although there did not seem to be a large turnout from students, the staff was obviously very keen on the event and got heavily involved. It was unfortunate that a student chose to race for the town, winning the trophy for the town, however we hope that in future this may be another item that could be displayed in our trophy cabinet. The "Round the Campus Run" went well with a large number of attendees who seemed to enjoy themselves. We had to leave the Graduation Breakfast a little early in order to help out at the Graduation Ceremony, however when we left, and from what we have heard, the event was a success.

Although we were unable to attend the Fashion Extravaganza, other Executive Committee members reported that it had a disappointing turnout among students (but better among staff and the models' families). It was reported that the event went well on the night despite the low level of attendance. We are, however, worried that this event turned out to be like the Cultural Festival in 1999, and that perhaps there is a need for both more event management expertise and a more careful selection of events when organising the Sport, Leisure and Cultural Services calendar.

### **Van**

At the Special General Meeting held on the 24<sup>th</sup> of May the students passed the annual budget, which included money to purchase (and maintain) a van for use by students. We worked together with the University on this, and submitted a separate proposal to the Recreation, Leisure and Cultural Services Advisory committee for funding for this initiative. This agreement was based on the agreement that Massey University's Palmerston North campus' Recreation Centre has with our counterparts at MUSAPN. The asset would be available for the use by ASA, ASA-affiliated clubs and societies and the Recreation Centre as necessary. The University declined the agreement, and the Executive Committee then chose to purchase the van, as an asset solely owned by the Association. The van has been well used, including being hired out to clubs (at a very cheap rate), hire by the University (including Site Facilities as a substitute mail van and Sport, Leisure and Cultural Services) and use by Scholars' Bar as a drop-off vehicle.

## **New Zealand University Games (NZUGames)**

At the New Zealand University Games in Wellington over Easter, Team Albany won the Small Campuses Trophy. This was an excellent achievement (only Lincoln has won the trophy in the past) and we were very proud of the team that was sent. The team was well managed by our Team Managers Darcy Tim and Richard Robinson and we would like to thank Sarah Barson and Shaulyn King from the Recreation Centre for helping them out on occasion. Although we were both unable to attend the games due to personal and study commitments, our President, Emma MacDonald, did, and had a mostly positive report.

There were a few concerns with the organisation of the games on USNZ side, a letter outlining our complaints was sent to USNZ but we had to chase them for a reply.

## **Atrium**

We had a great interest in having input into the theatrical facilities (in particular) that were included in the Atrium building. We had meetings with the Campus Registrar, Andrea Davies and the Clerk of Works, Peter Bradley regarding this and had a number of short tours through the building throughout its development.

Particular items we worked on were:

- The amount of funding that is available for the theatrical facilities.
- MADSODS Performing Arts Group to produce a special opening production for the Atrium theatre.
- A booking policy set regarding the Atrium theatre.
- Determining who would maintain and provide access to the equipment to be used in the theatre, as we did not believe that Computing Services to be the appropriate department to do this as they lack the necessary skill and experience, and have failed to prove themselves capable in the past.
- The “Name the Atrium theatre” competition.

## **Inter-College Competition**

Working in conjunction with the ASA College Representatives, we successfully initiated an Inter-College competition for students and staff at Albany. There were a number of events including a Quiz Night at Scholars' bar, a Petanque tournament, and a card and board games. There were fortnightly events (alternating between the two precincts) throughout both semesters.

The College of Sciences won this competition, which slowed down at the end of the year – both organisers and competitors found it difficult to find time and the weather was not particularly accommodating.

## **Meetings**

There were a lot of meetings attended, including the normal Executive Committee meetings, General Meetings, Albany Management Board, and regular meetings with the Recreation Centre. We also have been to several University committee meetings and have prepared reports on these.

### *Fortnightly Meetings with Recreation Centre Officers*

Since around March this year we have had fortnightly meetings with Sarah Barson, Vicky Hudson and Craig Hunter of the Recreation Centre. At these meetings we discussed upcoming Recreation Centre or ASA events, offered our support for their events and discussed any student opinions on events. The meetings went fairly well and they assist communication between the Recreation Centre and ASA.

### *Committees*

During the first Semester of 2000 we were on the following University committees:

- Albany Visual and Performing Arts Committee (Tony and Jolene)
- Albany Recreation, Leisure and Cultural Services Advisory Committee (Tony and Jolene)
- Albany Health and Safety Advisory Committee (Jolene)
- Albany Health and Counseling Centre Committee (Tony)

We completed reports on each of the meetings, as well as a student report submitted to each of the Recreation, Leisure and Cultural Services meetings. Please refer to these for more information.

### *ASA Meetings*

We attended almost all ASA Executive Committee meetings and substantially contributed to these, including submitting a regular written report on our activities. We also attended and helped out with the three General Meetings. We also both attended the two 2000 Management Board meetings and the 2000 ASA Induction Workshop at Murawai Beach. The workshop was enjoyable, however it would probably have been more worthwhile in terms of educational achievement if it had been held much earlier in the year.

### *Club Meetings*

We attended, chaired and took minutes for the first general meetings of the Massey Albany Indian Students' Association and Turps. We also attended the Annual General Meeting for the Massey @ Albany Drama, Singing, Operatic and Dance Society (MADSODS) and regularly attended MADSODS and Turps meetings.

## **Miscellaneous**

### *Resignation*

Tony resigned from the ASA Recreation and Leisure Representative collective and became the Administration Vice-President, however we still worked closely on the various Recreation and Leisure tasks.

**Final Words**

We would like to thank all the members of the Executive committee for their assistance during the year – we have thoroughly enjoyed working as members of this committee and feel that a great deal of positive work has been achieved this year and hope that this continues in 2001. We would especially like to thank Craig, Vicky and Sarah<sup>4</sup> for their assistance this year and their work in recreation for the students on our campus. We would like to also wish Michael Veukiso and Shauna Terry all the best with 2001 and hope that they manage to achieve all their goals and trust that they will find working with the Executive as pleasurable as we have.

**Jolene Rodley and Tony Meyer**  
**Recreation and Leisure Representatives 2000**

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<sup>4</sup> And the majority of the staff at the Recreation Centre as well.

## WOMEN'S REPRESENTATIVES' REPORT

### Issues related to Women Students.

At the beginning of the year I developed five objectives. At the time of writing this report many of my objectives have been achieved, others have been completed but require further follow up or adjustment.

1. *By the start of the year 2000 second semester I will have established a network of contacts from which I could obtain resources and refer female students to during the year regarding queer issues, feminism, health, eating disorder, scholarship and childcare as well as special interest groups.*

This objective was met in the stated time. I had a variety of contacts available both on and off campus. Resources have been placed both in 'The Hudra' (previously Women's Space) and around the campus. A great variety of posters were placed in the campus at the start of the year so when the students arrived hopefully the university felt a little friendlier towards our diverse population. The contacts have also been written into my yearbook so that future Women's Representatives have ready access.

I have liased closely with Health and Counselling to discuss issues relating to students on campus. We have identified a number of areas that require further investigation. As a result of our discussion and feedback from students, a mature female student support group was established which met every Monday in the Hudra between 1-2 p.m. I re-advertised the same service at the beginning of Semester Two, to maintain interest and continue to offer support. Josie from Health and Counselling facilitated the mature group. A similar group was considered for our Asian students, but not enough interest was held to get it off the ground. I would recommend putting further marketing into the support groups in the future.

2. *By the commencement of second semester, the 'Women's Space' will be refurbished and the name will be changed to 'The Hudra'.*

This objective was met a little later than anticipated, as the drama club used the room for storage, with permission, for an Orientation performance. At much less cost than approved, the room was overhauled. I supplied a couch, plants, paintings, hand-dyed fabric, and plants out of my own pocket and creativity. Many political and essential resource posters remain, but their hard edge is softened by the presence of dance, sports, humour and art pertaining to or created by women.

The corkboard encourages women to take resources away and add to it; the board has been utilised well. Money grants and scholarships are also advertised separately. Many students commented on how nice and welcoming the room now feels and it has become well utilised. I believe it is unfortunate that it is so small, as it often feels full even with only one student inside. I think that a bigger room would be utilised even more. The students in the room have been very respectful of the space.

I spent considerable time at the beginning of the semester marketing 'The Hudra', utilising the female toilets and targeting the market well, much to the annoyance of cleaners and site facility staff. I think they have forgiven me. In future, I would recommend pushing to have Pyrex containers in the toilets to place posters in, as this would keep everyone happy.

Another contingency would be to encourage site facilities to let ASA run campaigns over stated time periods while the Women's Representative takes responsibility for the posters. I believe that it is very important for information that is important only to women and regarding issues of health, events and support is best advertised in a place where women frequently visit! Students found my marketing in the toilets informative and helpful.

Feedback from students confirms that changing the name of Women's Space to 'The Hudra' was a good move. Unfortunately the name " Women's Space" has had stereotype and presumption placed upon it so that many students on campus do not want to be associated with it. As 'The Hudra' was a new name, there was no stereotype, only questions as to what is it? Encouraging the question facilitates conversation, not just with women but with men on campus too. The Hudra basically means "the meeting place", and it is where women can get away from the burdens of home and family and find support, network and have fun. Many women have used the space to study, however the dual career burden of women with families is well documented throughout research and many women appreciated the room as the only place they could study and discuss issues away from family demand on their time.

*3. By the end of Semester One I will have begun to develop a working relationship with the Massey University Early Childhood Centre (MUECC) and act as a liaison between ASA, students and the crèche.*

At the beginning of the semester, I met with the student liaison regarding in the University administration to voice my concerns regarding lack of crèche facility for our students, especially since Massey Albany has many mature students. Our meeting was very productive. I introduced myself to the crèche manager who voiced concern that historically the student executive had shown little interest in their activities. I have advertised The Hudra as a parent space to all individual parents, and I requested at this time to be placed on the crèche committee as the student representative.

Unfortunately, due to sickness and clashes with exam timetables, I have been unable to attend the two meetings available to me, however my input has still been present via Rachel Giesbers who attended in my absence. Thanks to Rachel. I also visited the crèche following the meetings to assure my ongoing interest and follow through on issues arising.

In future I would like to see ASA establish contact with the parent support group on Turitea campus to investigate further the likelihood of providing a similar service.

### **Representation of Women to the Executive.**

Due to clashes with work and sickness I was not been able to attend many of the executive meetings. However my lack of attendance has not prevented active input throughout the year. My voice was frequently heard from a distance!

### **Development of Women's groups.**

The mature women's group meets on Mondays between 1-2 every week (as discussed earlier). I attend when able and liaise with the members about mature student needs.

## **Liaison and Advocacy**

### ***Nationally***

Unfortunately, due to sickness, I missed the national conferences held in February and in June. Instead, I actively participated via Internet with our national Women's group - Tertiary Women's Focus Group (TWFG) to exchange ideas and seek information. Through the monthly teleconferences I had the opportunity to verbally 'meet' other women representatives throughout New Zealand.

### ***ASA***

Ideas, concerns, and sometimes counter arguments, are always brought to the ASA and in particular our President. I valued feedback and responses received from all members. I requested that other women in the Executive assist in the teleconference regarding the voting in of our national women's representative. I did not consider that my vote should be personal and exclusive but representative and inclusive.

### ***Women***

I was very active in making myself known to fellow students as the Women's Representative. I wanted to be more visible and brought this issue to the attention of the Executive on a number of separate occasions. Despite having my photo in every female toilet on campus and The Hudra, students still have trouble putting a face to the name. I would recommend that in future, all Executive members wear a badge to allow for 'immediate connection'. I think that if we are to represent students, the students need to easily hook in and see who represents them at any time they see us around campus. I recommend a campaign for greater visibility.

I had a body image, rape crises and violence against women presentation for a week in the main foyer. Unfortunately it was cut short due to graduation's need for notice boards. The campaign was very successful. I did not stay at the stand, just popped by to keep it all tidy. Students' felt free to browse and take information without feeling watched. I was happy that many of our male students took a strong interest. Instead of lots of written information, I utilised pamphlets and a strong emphasis on visual imagery.

The great cake eating and belly-dancing contest was held for Body Image Week. Some concern was expressed regarding encouraging 'binge eating'. My response was to question why the same concern was not stated regarding the male participants. I also felt belly dancing encourages the celebration of the female body, especially a dancer as voluptuous as myself. The caterers, Eurest, supported the mission with some scrumptious cake, and although there was not high participation, it was great fun. The lovely Rachel Giesbers assisted me.

### **Committees**

I am a member of the MUECC crèche committee, Equal Opportunity advisory and Spirituality committees. As stated earlier I requested to be placed on crèche committee and have been an active member, even if I have not made all the meetings.

The first EEO meeting was not attended, as I was not forwarded the information as to when the meeting was. I visited the Principal's office to ensure I received future information and they informed me that the Student Executive was not noted for their participation in committees. The feedback was shared, at the same time Tony Meyer was encouraging executive members to attend meetings. I have endeavoured to find replacements when I have had a clash or been ill.

I wanted to attend harassment training and be on the committee but was not available for either of the training days offered. I have requested that Anne Du Puis send any further information to me directly, as vital information was not forwarded to me, as it should. My wide knowledge of networks has enabled me to direct students with concerns appropriately. The harassment committee has now endeavoured to put up current information after I noted that their notice of support was out of date and many officers shown were no longer available to students.

### **General Executive**

I did not attend many events as I worked evenings and every weekend for most of the year. I tried to support a few Executive ventures, again sickness, assignment load or last minute work got in the way of a few, such as the capping review and quiz night. I did attend a debate/talk-show for South Pacific film and drama school on behalf of women and our Executive at very short notice prior to exams. I was very honoured to attend the first Pacific Island Graduation and am hopeful that this will be the start of a great tradition.

### **Highlights**

Seeing the Hudra well utilised. Attending the Pacific Island Students' Graduation. The times I was not sick!

### **Beverley Dowling**

#### **Women's Students' Representative 2000**