



minutes

Staff Teams Advisory Rōpū

Thursday 13 December 2018, 11am-12pm
Building 170 Room 1049
Chair – Neil Laing

Karakia Toni Rewiri

Apologies

Blair Sorensen, Brad Kruger, Charene Griggs, Damian Reddington, Johanna Smith, Lani Max Mikaio, Maryam Mirzaei, Richard Fahey, Sachin Sen, Sarah Sommerville, Sean Rundle, Shar Lewin, TeUrikore Biddle, Trevor Meiklejohn, William Bardebes, Yo Heta-Lensen

Present

Merran Davis, David Glover, Glenn McKay, Mary Johnson, Babar Mahmood, Bahman Sarrahpour, Craig Robertson, Daniel Weinholz, Elizabeth Morris, Julie McGregor, Kylie Connell, Linda Kestle, Lusa Tuleasca, Meenakshi Singh, Neil Laing, Rob Gambolati, Roger Birchmore, Sarah Hardman, Toni Rewiri.

1 Workshop Summary

- STAR discussed the Terms of Reference (TOR) working draft outcome circulated to the group (further below)
- The outcome of the survey around STAR's presence (as the 5th member) in the Commissioner's Advisory Group (CAG) was ratified that STAR as a whole would represent as the Member (further below).

2 Terms of Reference (TOR)

STAR reviewed the TOR which will be shared to the Group as the ratified version of the document and shared on the Nest.

3 Brainstorming Session

Put on hold as all data has not been collated as yet around the Challenge ratings.

4 Communications

The Group discussed communication avenues to the wider staff and between STAR and the ELT in 2019.

- It was agreed that the information from the meetings (agenda and minutes) needed to be completed/circulated in a timelier fashion. Merran agreed to provide secretariat assistance from the ELT for this purpose.
- It was understood between STAR and the ELT, that any issues brought to STAR by staff (and reviewed by STAR) would not circumnavigate Unitec's existing policies and procedures should any of the feedback raised not be specific to the Renewal Plan or CAG.
- It was agreed that STAR be given a page on the Nest (akin to other advisory committees). The page will:
 - Introduce STAR and its purpose (including the TOR)
 - Let staff know who the STAR members are.
 - Provide copies of the STAR minutes and agendas.
 - Facilitate communication between staff and STAR/ELT either via email/form email.

- Kylie volunteered to follow through with the Comms Team to facilitate setting this up.
- Merran advised that she would also look at including STAR in the Pou Tukutuku newsletter once the online presence of the Group had been established.
 - Merran advised that she would liaise with Murray Strong in respect of facilitating STAR and CAG communication/meetings going forward.

Closing Karakia Toni Rewiri

Meeting Closed