

CONFIRMED MINUTES

BOARD MEETING #4



At the **Board Meeting #5** on **6 May 2026** these minutes were **confirmed as presented**.

Name:	Te Tira Ahu Pae
Date:	Tuesday, 28 April 2026
Time:	12:00 pm to 1:00 pm (NZST)
Location:	Online, via Microsoft Teams
Board Members:	Caroline Ryan, Mary Ieremia-Allan, Mathew Rope, Peyton Joe, Ripeka Paapu, Takunda Mabonga
Attendees:	Caitlin Payne, GM Email, Marlon Hepi
Apologies:	Chiavanni Le'Mon

1. Opening Meeting

1.1 Confirm Minutes

New Board/ 16 Apr 2025, the minutes were confirmed as presented.

Board Meeting 8 Part 2 16 Apr 2025, the minutes were confirmed as presented.

Board Meeting #11 - Part Two 23 May 2025, the minutes were confirmed as presented.

Board Meeting #1 23 Jan 2026, the minutes were confirmed as presented.

Board Meeting #2 20 Feb 2026, the minutes were confirmed as presented.

Board Meeting #3 24 Mar 2026, the minutes were confirmed as presented.

1.2 Apologies

No apologies received - Chiavanni absent.

1.3 Interest Register

2. Major Decisions and Discussions

2.1 Call for AGM

Ripeka asked the upcoming Board members (Peyton and Takunda) for their thoughts.

Ripeka noted May 11-14 is NHKTA launch.

Peyton is unavailable on Tuesdays and Wednesdays (last week of May).

Mat still has placements on Tuesdays and Thursdays. Leaves him Mondays and Fridays, possibly Wednesday at a squeeze.

Monday 25th works for Takunda.



Call for Annual General Meeting

The Board to pass a motion to accept the proposed date of Monday, 25th May 2026 at 10:00AM for the Te Tira Ahu Annual General Meeting.

Supported:

Ripeka Paapu

Caroline Ryan

Takunda Mabonga

Peyton Joe

Mathew Rope

Mary Ieremia-Allan

Decision Date: 28 Apr 2026

Mover: Ripeka Paapu

Seconder: Caroline Ryan

Outcome: Approved

2.2 Travel Policy - Student Reps

Marlon noted that this was an Operational Policy to seek clarity. We normally review policies annually, but wanted alignment and application for travel, rather than one day before. Earlier bookings for travel are advantages to us, rather than later bookings.



Travel Policy - Student Reps

At the end of 2025, the Board ratified amendments to the *Travel Policy – Student Representatives* to ensure the policy information was current.

Following a recent review, it was agreed that a standardised timeframe for submitting travel requests be introduced to ensure consistency and cost-effective travel rates. A Microsoft Form has also been developed to provide a streamlined and efficient method for student representatives to request travel.

Motion: That the Board ratify amendments to the *Travel Policy – Student Reps* requiring travel to be arranged at least two (2) weeks in advance of proposed travel dates, and approving the use of the *Rep Travel Request Form* to support consistent travel arrangements.

7 Supported: Caroline Ryan , Chiavanni Le'Mon , Mary Ieremia-Allan , Mathew Rope , Peyton Joe , Ripeka Paapu , Takunda Mabonga - Manually voting - technology issues.

0 Opposed:

0 Abstained:

Decision Date: 28 Apr 2026

Mover: Marlon Hepi

Outcome: Approved

2.3 SRC Consultation Policy

Marlon noted this came up in the last Board meeting in a larger document with many policies, and it was not passed by the Board at that stage. The policy was broken down to bite-sized pieces. If we don't have this policy, Marlon is being very clear on the risks for the Board and for operational reasons. This is a process issue and is coming from a place of supporting reps. This was brought up at training, but it was very clear that it was not passed by the Board at that stage.

Caroline wanted to ask the Board if this policy was discussed in depth at the previous Board meeting, she noted that the previous suggestions had not been taken into consideration and asked why the policy was not amended as the voice of the Board is not being heard by management. She also noted that consultation has not taken place.

Marlon acknowledged these things weren't considered and it was a misstep. We can go back and make the changes and bring it back to the next Board meeting.

Caroline noted that there is a principle - student voice needs to be acknowledged as Te Tira Ahu Pae is by students, for students. If something is raised by the Board, it needs to be considered. This isn't downplaying the policy and its importance, they need to ensure that everything raised has been considered.

Takunda asked how quickly we need to ratify the policy. Ripeka noted this would be policy in place before a new team in place, to keep all teams safe, so everyone knows that they are doing.

Ripeka invited Alhanis to speak. Alhanis asked if we could pass it with specific amendments - remove abbreviation of Te Tira Ahu Pae and within 2 months, have consultation with reps to review how the policy is working. This will be the responsibility of Takunda and Mathew. The Board agrees to these amendments.



SRC Consultation Policy

Representation consultations (previously “events”) enable Student Representatives to engage with their Cohort and Community groups to gather meaningful input on student needs and experiences. These consultations:

- Must be grounded in a clear intent and an evidence-gathering objective.
- Generate qualitative and quantitative data (e.g., themes, statistics, surveys, forms).
- Inform decision-making by the Student Representative Council (SRC) and the Board.
- Feed into TTAP operational reporting and influence funding via the SLA with Massey University.

The *Student Representative Consultation Policy* exists to define what consultation is, and to anchor it properly within Representation. It sets a consistent, transparent process for students to bring forward proposals that require funding through the Representation Manager. Right now, that structure does not exist.

Because of that gap, we've already seen the consequences. We've had unaccountable spending, disproportionate funding decisions, and a lack of visibility over where and why money is being allocated. That environment has directly contributed to the failure of representation at Massey.

Without a clear consultation framework, Student Reps cannot confidently act. Spending becomes unclear, decisions stall, and student voice is not gathered in a way that is credible or defensible.

There's also a very real operational impact. Without this policy in place, we limit the ability for any direct spending to occur with integrity. That has already affected our Student Reps. If they cannot properly consult, they cannot represent. If they cannot represent, the system fails again.

Motion: That the Board approves ratifying the *Student Representative Consultation Policy* (with amendments - removing TTAP and replacing with Te Tira Ahu Pae, and within two (2) months of ratification, having consultation with Student Reps to review how the policy is working) to ensure accountable spending, credible student representation, and operational integrity, effective immediately and prior to the appointment of the new Board.

4 Supported: Peyton Joe , Ripeka Paapu ,
Mathew Rope - With amendments to change abbreviations and review effectiveness at later late (no later than two months) ,
Takunda Mabonga - Manually voting - technology issues

2 Opposed: Mary Ieremia-Allan ,
Chiavanni Le'Mon - Why was this not released for consultation? This is quite concerning. Especially when this was what the board directed in the last meeting!

1 Abstained: Caroline Ryan

Decision Date: 28 Apr 2026

Mover: Marlon Hepi

Outcome: Approved

2.4 SRC Reimbursement Policy



SRC Reimbursement Policy

The purpose of the *Student Representative Reimbursement Policy* is simple — if we expect our student reps to put their own money on the line for Representation, we pay them back quickly. No confusion, no delays.

Right now, it can take 2–4 weeks to process reimbursements. That's too slow, and it's not good enough. This policy sets a clear standard: 5–10 working days, end of story. Finance has already put together the form to support this, so we're not talking theory — this is ready to go.

Without this in place, we're leaving our reps in limbo, wondering when they'll get their money back. That's not a position I'm comfortable putting our people in, especially with the current cost of living. They're students — they shouldn't be carrying that kind of pressure for doing their job.

This is about doing the basics properly. If we ask our reps to act, we back them. Fast, clear, and accountable.

Motion: That the Board approves ratifying the *Student Representative Reimbursement Policy* to ensure accountable spending, credible student representation, and operational integrity, effective immediately and prior to the appointment of the new Board.

7 Supported: Caroline Ryan , Chiavanni Le'Mon , Mary Ieremia-Allan , Peyton Joe , Ripeka Paapu ,
Mathew Rope - with amendment to abbreviations within document ,
Takunda Mabonga - Manually voting - technology issues

0 Opposed:

0 Abstained:

Decision Date: 28 Apr 2026

Mover: Marlon Hepi

Outcome: Approved

3. Management Reports

3.1 Management Updates

No management updates from Marlon.

4. Actions from Previous Meetings

4.1 Action List

Due Date	Action Title	Owner(s)
12 Dec 2025	Hyperlinks in Policy Status: Not Started	Caitlin Payne

5. Other Business

5.1 Any Other Business

Mary noted that as her time at Te Tira Ahu Pae is ending, the Politics Sub-Committee has not had time to meet and noted that there will be a need for someone to take over this portfolio, which will need to be a new Board member as per the policy. She is happy to attend the next Board meeting as an observer.

Ripeka asked if it is just a rep or a Board member. Mary noted the person sitting on it can be a rep, but the lead has to be a Board member.

Alhanis asked in the interim, can the access be given to Alhanis in the meantime so that it's not locked to her account.

Takunda and Mat are not wanting to be on the Politics Sub-Committee.

Alhanis wanted to thank the Board members that are not returning, and the mahi they have done. Marlon wanted to support this, and added his thanks. They added the foundation for Te Tira Ahu Pae to be achieving the SLA, and Massey had very positive feedback.

Mary noted via the chat that she is always happy to be contacted for political discourse/connection/direction and any guidance to continue getting this mahi off the ground.

Caroline thanked Ripeka for being an amazing Chair for the Board, and is glad to have been part of the Board the past 12 months.

Mary thanked the Board for all the kōrero over the passed year, and what the Board achieved.

6. Close Meeting

6.1 Close the meeting

Next meeting: No date for the next meeting has been set.

Signature: _____

Date: _____