



Relationship Agreement

between

Victoria University of Wellington
Students' Association

and

Victoria University of Wellington
Postgraduate Students' Association

1. Background

1. Victoria University of Wellington Students' Association (VUWSA) is recognised by Victoria University of Wellington (VUW) and the Postgraduate Students' Association (PGSA) as the representative organisation for postgraduate students enrolled at VUW.
2. PGSA is recognised by VUWSA and VUW as representing students enrolled in postgraduate study at VUW.
3. PGSA's aim is to nurture and support the development of a postgraduate research community of excellence at VUW made up of research-based and course-based postgraduate students through the appropriate and timely provision of resources and services to all postgraduate students, both individually and collectively. Research excellence is recognised as being a key contributor in the long-term development of a flourishing, innovative and respected postgraduate community at VUW
4. As the representative organisation for postgraduates PGSA is uniquely positioned to engage the specific needs of postgraduate students and the specific benefits they bring to both VUW and VUWSA. This has hitherto been recognised by VUW and VUWSA in:
 - The informal and mutually beneficial relationship between PGSA and VUWSA where PGSA's primary role in representing, advocating and developing the postgraduate community has been historically recognised and supported by VUWSA
 - Provision of postgraduate representation through PGSA on numerous VUW committees, including the Academic Board.
 - Continued consultation on specific issues at faculty or school level outside the committee processes with PGSA on issues that effect postgraduates.
 - The provision of resources and services that enable PGSA to exist

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5. This Relationship Agreement seeks to clarify, formalise and enhance the relationship between VUWSA and PGSA and specifies three aspects of the relationship between VUWSA and PGSA; (2) General Principles; (3) Finances and (4) Working Relationship.

2. General Principles



1. Both VUWSA and PGSA are student-controlled organisations which exist to act in the best interests of their members and which rely on the active involvement of those members.
2. It is acknowledged that while PGSA is directly accountable to postgraduate students, and act in their best interests, VUWSA still has a commitment to serve the interests of all students studying at VUW, including postgraduates.
3. It is acknowledged that PGSA is a representative group of VUWSA, and must act in accordance with the VUWSA constitution.
4. It is recognised that PGSA may set new initiatives, within their association, for the exclusive benefit and in response to the collective interest of their constituents.
5. It is acknowledged that both VUWSA and PGSA represent the overall student constituency in terms of all students and postgraduate students respectively and as such have an opportunity to increase their own organisational value to students as a whole by working co-operatively in a supportive and nurturing way.
6. It is acknowledged that the increasing value of research as reflected by government tertiary policies and initiatives such as the PBRF regime creates a new area where VUWSA and PGSA may work co-operatively to maximise the value of postgraduate research for postgraduates and for all students as a whole by promoting the value of postgraduate research to VUW and its place in the University's academic and intellectual development.
7. It is acknowledged that VUWSA and PGSA agree to work together in an open, nurturing and supportive way to facilitate a relationship built on mutual trust and respect.
8. It is acknowledged that each party will keep the other informed of any developments, initiatives, projects or policies that may have substantive effect on the VUW postgraduate community. It is acknowledged that VUWSA consult fully and openly with PGSA on any developments, initiatives, projects or policies that may have substantive effect on the VUW postgraduate community.
9. It is acknowledged that VUWSA supports the adequate provision of services and resources through PGSA to the postgraduate community in ways that are constitutionally appropriate.

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3. Finances



1. VUWSA and PGSA are representative bodies, with specifically independent duties, and must be funded adequately to provide the resources and services to fulfil their respective roles.
2. VUWSA agrees to provide a level of funding that nurtures and supports PGSA constitutional objectives and current operational aims that are constitutionally appropriate.
3. PGSA acknowledges that such funding will be within the broader financial constraints VUWSA operates within serving the whole student community of VUW.
4. PGSA agrees to the auditing regime outlined in their constitution which is a presentation of accounts to VUWSA each trimester and an end of year presentation of accounts, beginning from the 2007 financial year.
5. VUWSA agrees to make their Accounts Clerk available for these services at no cost to the PGSA in a timely manner so as to facilitate the presentation of accounts. This service shall not compromise the duties of the Accounts Clerk, as set out in their Job Description.
6. PGSA will make their accounts, bank statements and bank records available to the VUWSA Accounts Clerk and VUWSA Vice-President (Administration) for perusal on reasonable notice, as part of the legal requirement for VUWSA to maintain audited accounts. VUWSA acknowledges that the accounts will not be fully presentable as a full statement of accounts of financial position but will be in presented as in current operation.
7. PGSA will provide a draft budget to VUWSA by the start of the third trimester of the preceding year to the VUWSA executive to be negotiated and finalised by the VUWSA executive as part of VUWSA's budgeting process.
8. Starting 2009, PGSA will employ an independent accountant to process its accounts. This is to be finalised after funding allocation from VUWSA in the first funding period of 2009.
9. VUWSA and PGSA will agree to annual funding allocation grant paid to the PGSA in three instalments, within fourteen days of three main payments from the University. This will be dependent on the completion of 3.8.
10. PGSA will retain residual funding dependent on the completion of 3.8 and 3.9.

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4. Working Relationship

- 1 VUWSA and PGSA will endeavour to jointly explore all issues at an executive level that could benefit the VUW postgraduate student community and the student community as a whole by working together in a nurturing and supportive way.
- 2 That to enable this process the VUWSA Vice-President Education and PGSA Presidents will meet fortnightly as needed, to discuss postgraduate issues. Furthermore the VUWSA and PGSA executives will delegate three members each to convene a VUWSA/PGSA joint subcommittee that will meet quarterly to progress joint initiatives.
- 3 That in areas where VUWSA is supporting or working with PGSA on postgraduate issues, matters or projects in any capacity, that the PGSA has lead role and lead responsibility in those issues, matters or projects.
- 4 That VUWSA will ensure continued PGSA representation at University, faculty and school level through their commitment to and support of postgraduate representative positions.
- 5 It is in the interests of both bodies that as far as possible their respective representatives on VUW committees are co-ordinated in their responses to issues. This benefits VUWSA as it provides another set of voices championing student concerns generally and it benefits PGSA as it enlarges the support for developments which will assist postgraduate students.
- 6 That VUWSA will liaise fully with PGSA to build national co-ordination on matters affecting postgraduate students through VUWSA's membership of the New Zealand University Students' Association.
- 7 VUWSA and PGSA Executives will conduct themselves in a manner to ensure the relationship between the organisations is based on honesty and goodwill.
- 8 That VUWSA and PGSA executive meet before the start of the First Trimester of each year for a short presentation by each of the organisations outlining their priorities for the coming year and their plans to approach those priorities to ensure a better idea of each other's aspirations and where synergies might be developed.
- 9 Both executives shall meet once every six months at a mutually convenient time to share an informal dinner, at no cost to either association, and to socialise to keep the members of each executive known to each other and to facilitate better working relations.
- 10 At the conclusion of each semester VUWSA Advocacy office will forward a report outlining the demographics of formal academic grievance issues involving postgraduates to PGSA Executive Assistant. This will include the numbers of postgraduates, relevant facilities, and issues involved in the claims.

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SIGNED: ✖

DATED: ✖ 17/10/2008

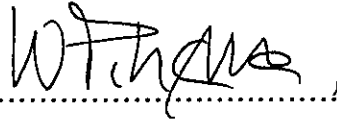
For VUWSA

For PGSA

VUWSA President
Joel Cosgrove

PGSA President
Wayne Pihema

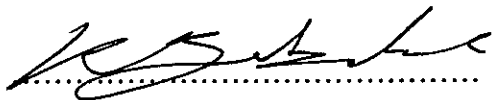

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VUWSA Vice-President (Administration)
Alexander Neilson

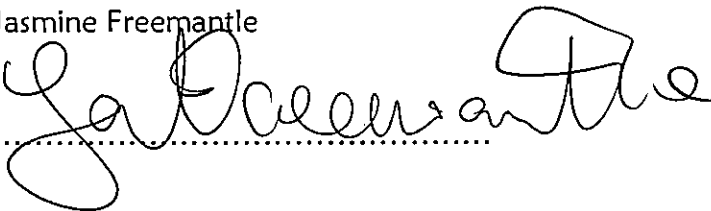
PGSA President Elect
Keiran Barbalich


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WITNESS:

VUWSA President Elect
Jasmine Freemantle


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