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Tumuaki
1st and 2nd Quarter Report 2018
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PART ONE: EXECUTIVE OFFICER POSITION DESCRIPTION DUTIES

9.1.1.1 Ensure Te Roopū operates in accordance with this constitution:

Te Rito has discussed varying ways of becoming more efficient in our practices, these are sometimes restricted by the current constitution. An SGM is set for early July to discuss and implement constitutional changes, this includes a change to the election process for the kaitiaki putea (treasurer) position proposed by Te Tai Tuara (Commerce).

9.1.1.2 Act as Māngai for Te Roopū at local, regional and national levels;

I spoke at the OUSA event for the UN Race Relations Day 2018.

I spoke on a panel for 'Breaking the Silence' an initiative by Life Matters Suicide Prevention Trust Otago. This was a very raw experience where I was able to highlight the inequities involving Māori and mental illness as well as my personal views being a future medical professional entering a very broken health system.

I spoke at the OUSA/TRM ANZAC day commemoration service. My speech centred on calling people to remember their whānau who served overseas, especially those who died without children to carry on their whakapapa.

I attended the Ministry of Education Summit in Christchurch on the 5th/6th May. This was an amazing opportunity to highlight the inequities for tauira māori before they reach tertiary education and how we as a society can create change for the betterment of our future tamariki.

9.1.1.3 Represent Te Roopū as a delegate at Te Mana Akonga Hui;

The first Kaiarahi hui took place in December 2017, however I could not attend due to whānau commitments in Australia. I attended the first Kaiarahi hui of 2018 in Pōneke and the second hui in Ōtautahi in late April. I was invited through TMA to attend the Ngā Tauira Māori Haerenga in June to Te Tai Tokerau, however due to illness I could not attend. I will not be attending the third kaiarahi hui due to a date clash with the TRM Haerenga, TRM will send a representative in my place.

9.1.1.4 Shall or delegate the duty of writing for the Critic on a basis agreed to by the Critic and Te Rito at the beginning of each year with support of the Tumuaki Tuarua;

I wrote an opinion column regarding the establishment of an on-campus marae at Otago in a Critic issue prior to the OUSA referendum.



9.1.1.5 Set policies with the Tumuaki Tuarua regarding matters of business, activities and all operations of Te Roopū consistent with section 8 of the constitution;

At the beginning of the year I assessed a number of policies that I believed needed to be reviewed or rewritten. The tumuaki tuarua and I have looked at the grants policy and made changes to the application forms and the reconciliation forms. The kaitiaki putea has updated our financial policy and I am working with the communications officer to create a communications policy for incoming executives.

TTT has submitted a proposal to change the election process, Te Rito has requested they write a policy outlining this proposed new process to bring forward to TRM at the upcoming SGM in July.

9.1.1.6 Carry out any duty that from time to time, may be defined by Te Rito and/or all operations of Te Roopū;

I have attended a 'Give Nothing to Racism' working group meeting under HUAG and advocated for this campaign on campus.

I meet with Tuari Potiki, Director of the Office of Māori Development, fortnightly to discuss matters pertinent to TRM.

I meet with Donna Jones (Secretary of OUSA) and several OUSA executive members regularly to maintain relationships and ensure that TRM is represented on OUSA committees.

I have met with Rev. Greg Hughson regarding the establishment of the Maori chaplain role within the University and the ANZAC day celebrations.

I have met with Debbie Downs, to ensure TRM is operating appropriately.

I have met with Karyn Thomson, Director of Student Services, to discuss matters pertinent to TRM and have attended the first Student Services manager's meetings. I gave my apologies for the second Student Services manager's hui; however, I did give an update for Karyn to read to the group. TRM has good relations with all Student Services.

I have attended planning hui for the ANZAC service that is hosted by OUSA and TRM. I organised and performed alongside the TRM Kapa Haka group and also spoke alongside Caitlin at the service.

I met with Aunty Pearl to update her about TRM operations for the year, a requirement of our MoU with Te Huka Matauraka.

I met with Poia Rewi to discuss Te Tumu's position regarding the development of an on-campus marae.

I met with Rebecca, the polytech equivalent to Aunty Pearl to discuss options for tauira māori at polytech, topics included THT, kapa haka and Te Reo classes.

I have been made a member of the advisory group for Te Whare Tāwharau (sexual violence prevention centre) and attended the initial meeting and gave apologies for the second.

I did not attend the first TRM sports day as it clashed with the Ministry of Education Summit in May.

I attended a ngā roopū meeting on the 16th of May.

I sit on the Haerenga Committee, which has met 6 times since its establishment.



I sit on the student engagement committee and gave my apologies to the first meeting on the 18th of May.

I have attended both ngā roopū shield events.

I attended study retreat from the 25th-27th of May.

I am currently writing a letter to the local rūnaka regarding the establishment of an on-campus marae at Otago.

I have met with the President and Vice-president of the Samoan Students Association, who were looking to strengthen the relationship between TRM and the other PI Student Associations. I am currently working alongside the OUSA International Officer and OUSA AVP to address the possibility of creating a PI council with a PI representative on OUSA.

I have met with the President of the Tongan Students Association and have agreed to help their working group of four members to establish the PI Student Association.

9.1.1.7 Be an ex-officio member of the OUSA executive, and is responsible for Te Roopū Māori adherence to the Memorandum of Understanding (MoU) with OUSA;

I supported the OUSA AVP Cameron Meads with the OUSA executive retreat which took place at Araiteuru Marae in early Feb. Here I fostered strong relationships with the OUSA executive.

I have attended all OUSA meetings except three meetings, one I was in Pōneke for the TMA hui, the second was for personal reasons, the third due to a clash with class, I gave my apologies for these absences. I left after an hour for five consecutive weeks because of a clash with class.

The MoU between OUSA and TRM was signed on 4/4/18.

9.1.1.8 Each semester, submit at least (2) report to OUSA in accordance with the OUSA Constitution;

According to the OUSA Constitution, the Tumuaki o Te Roopu Maori submits one report per semester. The OUSA executive have noted a change in the constitution which needs to go to referendum.

9.1.1.9 Be a member of the Otago University senate;

I have attended the University senate meeting. The first senate meeting was held on 28th February. The second senate meeting was held on March 28th, I had a personal emergency and gave my apologies for this meeting. I attended the meeting on the 18th of April and meeting scheduled for the 30th of May was cancelled.

9.1.1.10 Write out an annual strategic plan for the year the Tumuaki is in office alongside Te Rito and wider membership;

No strategic plan has been written for this year. I plan to have a strategic planning hui in early semester two, to set the aspirations of the roopū for the next 10+ years.



9.1.1.11 Will maintain a good working relationship with Te Huka Mātauraka and the University, and will be responsible for the adherence to the MoU with the Te Huka Mātauraka and the University;

The relationship with Te Huka Mātauraka and the University is good.

9.1.1.12 Chair all Hui a Te Rito, and ensure that Tikanga Māori is upheld during these Hui;

I have chaired all Te Rito hui. I have ensured that Te Rito has maintained professionalism in these hui and that it is a safe environment for other executive members to express and share their thoughts on matters.

9.1.1.13 Where practical will work no less than 10 hours per week, with a minimum of 6 hours designated to 'Office Hours';

I have worked varied hours each week ranging from 10 to 30+ hours since the beginning of the University year, this includes the six hours designated to office hours. This time has included hui with OUSA executive, as well as attending OUSA executive weekly meetings, Office of Maori Development, University and taurira.

9.1.1.14 Be a mandatory signatory for the Te Roopū bank account;

I have been made a signatory for the Te Roopū bank account.

9.1.1.15 Attendance at Te Huinga Taurira is compulsory unless there are extenuating circumstances that are approved through a vote in a Te Rito Hui.

I will be attending Te Huinga Taurira later in the year.

9.1.1.16 Must outline Key Performance Indicators (KPI) alongside the manager of OUSA.

I have submitted one report for the month of February to the OUSA CEO outlining the required KPIs and a small written report about the operations of TRM. The March-April report was a combined verbal report.

PART TWO: GENERAL DUTIES OF ALL EXECUTIVE MEMBERS

3.1 Where reasonable, all Executive Officers are expected to assist as volunteers for OUSA events and functions, including, but not limited to:

3.1.1 Assisting at the OUSA Tent City marquee and other activities during Summer School, Orientation and Re-Orientation;

I assisted during the hours that TRM shared the OUSA tent during Orientation

3.1.2 At an individual Executive Officer's discretion, be a safety contact during Orientation, Re-Orientation and other OUSA events throughout the year;

n/a as TRM run our own events at these times.



3.1.3 Collecting for the capping charity; and
n/a

3.1.4 Assisting with elections and referenda where appropriate, including but not limited to advertising the election and collecting votes.
I spent 10+ hours promoting the OUSA referendum through lecture bashing and at the voting both during the week of the May referendum.

3.2 Where reasonable, all Executive Officers are to be available for Executive meetings, national conferences, national and local campaigns, Executive training sessions and Executive planning sessions.

As described above at 9.1.1.7

3.3 All Executive Officers with control of budget lines, or who have been allocated a budget line, shall maintain detailed budgets and not exceed their budgeted expenditure.

Not applicable for my position.

3.4 All Executive Officers, where possible, shall maintain regular, publicised office hours, and are expected to regularly check and respond to all correspondence received.

These are publicised through Te Roopū Māori but technically separate from OUSA.

3.5 All Executive Officers shall every quarter undertake five hours of voluntary service which contributes to the local community.

I have volunteered as a Basketball referee for Otago Representative trainings in U13, U15 and U17.

PART THREE: ATTENDANCE AND INVOLVEMENT IN OUSA AND UNIVERSITY COMMITTEES

OUSA Ex-officio Member: As described above at 9.1.1.7

Senate: As described above in 9.1.1.9

Student Services Committee: As described above in 9.1.1.6

PART FOUR: PROGRESS ON GOALS

This year I have been focusing on establishing an on-campus marae at Otago and independent SLA funding for Te Roopū Māori. OUSA has been provided a directive to support these kaupapa via the May referendum and discussion with the university has begun regarding the SLA. The establishment of an on-campus marae have stalled; however, I will be attending meetings with local iwi to continue this korero.