



Tiana Mihaere

Tumuaki

3rd Quarter Report 2018

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1285 words

PART ONE: EXECUTIVE OFFICER POSITION DESCRIPTION DUTIES

1.1 Ensure Te Roopū operates in accordance with this constitution;

A number of constitutional amendments were passed at our SGM in July. Amendments regarding the selection of our Kaitiaki Pūtea (treasurer) position has added more work for Te Rito. We are managing this change well considering this is a process we have never tried before.

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

I spoke on a panel at a symposium for 'Te Whare Tawharau', the Sexual Violence Support and Prevention Centre. At this symposium I was able to discuss my experiences of students reporting sexual assaults to me. Along with giving my opinion on Te Whare Tawharau based on my experiences as a member of the advisory group.

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

Te Hau Ariki Gardiner Toi (Tumuaki Tuarua) attended the pre-THT Te Mana Akonga hui in Palmerston North as we were running Te Haerenga.

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;

No piece was written for critic in this quarter.

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;

The Kaitiaki Pūtea Appointment Policy has been set this quarter.



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 meet frequently with Tuari Potiki, Director of the Office of Māori Development, this quarter to discuss the funding

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 Aunty Pearl to update her about TRM operations for the quarter, specifically regarding gaining support for our 2019 budget.

I am a member of the advisory group for Te Whare Tāwharau (sexual violence prevention centre) and have attended all hui in this quarter.

I attended the first three days of Haerenga during the school visits.

I have facilitated Ngā Roopū hui regarding the proposed funding changes. Attended 6 Ngā roopū follow-up hui to discuss the changes with students.

I did not attend the two ngā roopū events this quarter due to conflicts with Te Huinga Tauira and whānau commitments.

I have written Terms of Reference for two committees to be formed before the end of 2018 academic year. The on-campus marae establishment komiti and the strategic planning komiti.

I continue to assist the Pacific Island students with establishing a PI student council.

I have attended meetings with the Office of Māori Development Staff to give updates on initiatives that TRM are running and vice versa.

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 have given apologies to some (max 4) OUSA meetings due to illness or clashes with other hui this quarter.

TRM and OUSA had our first bonding session in accordance with the MoU this quarter.

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

See this report.



1.9 Sit on any University committees appointed alongside OUSA:

I am a member of the advisory group for Te Whare Tāwharau (sexual violence prevention centre) and have attended all hui in this quarter.

1.10 Sit on the OUSA Blue and Gold's Committee:

I attended the OUSA Blues and Gold's selection hui this quarter.

1.11 Be a member of the Otago University senate:

I have given apologies to University Senate this quarter, or the Senate meetings have not gone ahead due to no agenda items being brought to the floor for debate.

1.12 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. A strategic planning hui took place early this quarter, it is clear that more hui need to take place. I have written a Terms of Reference for the formation of a committee to address writing a strategic plan for Te Roopū Māori.

1.13 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 Matauraka and the University is good.

1.14 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.

1.15 Support the Tuarua with Te Haerenga organisation and Komiti formation:

n/a this quarter



1.16 Where practical will work no less than 15 hours per week, with a minimum of 5 hours designated to 'Office Hours'.

I have worked varied hours each week ranging from 10 to 30+ hour, 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 tauira.

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

I am a signatory for the Te Roopū bank account.

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

I attended Te Huinga Tuaira 2018 in Palmerston. Alongside Te Hau Ariki Gardiner-Toi I spoke at the AGM for Te Mana Akonga. I was also elected at the AGM to serve as the Secretary/Treasurer of TMA 2019.

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

I have submitted KPI's and monthly reports for this quarter to the OUSA CEO Debbie Downs.

PART TWO: GENERAL DUTIES OF ALL EXECUTIVE MEMBERS

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

2.1.1 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

2.1.2 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.



2.1.3 Collecting for the capping charity; and

n/a

2.1.4 Assisting with elections and referenda where appropriate, including but not limited to advertising the election and collecting votes.

I have promoted TRM/OUSA voting at our where and through social media.

2.2 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 in 1.7

2.3 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.

2.4 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.

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

Incomplete

PART THREE: ATTENDANCE AND INVOLVEMENT IN OUSA AND UNIVERSITY COMMITTEES

OUSA Ex-officio Member: As described above at 1.1.7

Senate: As described above in 1.1.9

Student Services Committee: As described above in 1.1.6

PART FOUR: PROGRESS ON GOALS

The establishment of an on-campus marae has stalled. I have written a Terms of Reference for a committee to follow this kaupapa through to 2019.

Voting regarding funding changes will take place