



Kia ora koutou,

It's hard to believe we're already halfway through the year!

This quarter has mainly been highlighted by Hyde and the launch of the Valid Voter campaign - both of which were highly successful. We have also seen some follow through work from the Christchurch Mosque Attacks and a collection of great wins for students (such as Parking changes postponed following our 12K views FB video, Cutlers Real Estate pulling their Tender, and a number of lobbying wins).

We're seeing OUSA in more of a day-to-day sense - but still a successful one.

This role is continuing to challenge me personally and, on top of the fact that I truly believe our work is making a genuine impact on students, I feel incredibly privileged to work here.

In response to the weaknesses identified in my last report, I brought in extra weekly project meetings and later time-tracking for the Executive to bring in more regular reporting and accountability. Most importantly, where Exec members have found areas in need of improvement they have actively addressed them - I can't ask for a better response. We'll continue to see what works best for this team, tweaking and changing things as we go, but heading into Quarter Three I am confident our team will continue to improve.

The challenge I see, going into Quarter Three, is that this quarter is where a lot of our projects will step up (such as Valid Voter and Mental Health). This will require a higher output from the Executive and myself personally - something that needs to be carefully managed.

Thank you to everyone who continues to support us - bring on Quarter Three!

Ngā mihi,  
All the best,  
James



**James Heath**  
**President**  
**2nd Quarter Report 2019**  
**Submitted 19-06-2019 at 1:00pm**  
**2558 words**

## **PART ONE: EXECUTIVE OFFICER POSITION DESCRIPTION DUTIES**

### **1. Duties of the President**

#### **1.1 Be the official spokesperson for the Association.**

*I have acted as the spokesperson this quarter. Notable media moments include Hyde Street, Cutlers Real Estate, the University's 150th Celebrations, Fight Night, and the Dunedin City Council Annual Plan and parking changes. These included the Otago Daily Times, Radio New Zealand, University of Otago Bulletin, TVNZ (Primetime), NewsHub (Primetime), and various other news outlets. In addition to this I have given a speech at ANZAC day and the 150th Convocation Ceremony - challenging attendees to take up personal responsibility on discrimination, climate change, and mental health.*

#### **1.2 In liaison with the appropriate affected parties, coordinate and oversee all interactions by the Association with other student associations, media organisations, the University of Otago, the Government of New Zealand, local authorities and any other external organisations and their representatives.**

*I have coordinated and overseen these interactions - including but not limited to the above media organisations, the University of Otago, Electoral Commission, Dunedin City Council, New Zealand Union of Students Associations and other local student associations.*

#### **1.3 Maintain a good working relationship with the Otago Polytechnic Students' Association (OPSA), and coordinate joint activities whenever appropriate and practical.**

*I have met with the President of the Otago Polytechnic Students' Association. The Recreation Manager, Michaela Tangimetua, and I completed a new service level agreement between OUSA and OPSA.*

#### **1.4 Be the Association's official representative on relevant external boards, committees or executives, including, but not limited to:**

**1.4.1 Council of the University of Otago (and requisite sub-committees);**

**1.4.2 University of Otago Senate;**

**1.4.3 New Zealand University Students' Association's Federation Executive; and**

**1.4.4 Any other national student body affiliate where applicable.**

*I am the Association's representative on these committees.*

#### **2.5 Hold membership and, where reasonable, attend all internal committees of the Association.**

*I hold membership on and, where reasonable, attend these committees.*

#### **1.6 Be given first opportunity for appointment as a Director of any company where the**



**Association holds the power to make such an appointment, including, but not limited to:**

- 1.6.1 Planet Media Dunedin Limited;**
- 1.6.2 University Union Limited; and**
- 1.6.3 University Book Shop Otago Limited.**

*I was provided the first opportunity for these (aside from Planet Media Dunedin Limited which no longer exists thus an outdated clause). I serve as the Director on University Book Shop Otago Limited however passed University Union Limited to our Finance Officer Bonnie Harrison.*

**1.7 Chair all meetings of the OUSA Executive and ensure that the standing orders of the Executive are adhered to.**

*Completed - aside from one meeting where my apologies were accepted.*

**1.8 Ensure that an adequate level of consultation between the Executive and staff is maintained on all relevant matters of interest to the Association.**

*Completed - where relevant I have asked the CEO, on behalf of staff, to provide regular verbal updates on the Association at Executive meetings.*

**1.9 Where relevant matters arise, prepare verbal reports to the executive and a monthly written summary for the Executive of all relevant matters of interest to the Association.**

*No relevant matters have arisen that require this - the Executive are kept up to date through other methods. I am considering working with Student Support to create a monthly report on student wellbeing however this is not a current priority for Student Support.*

**1.10 Maintain a good working relationship with the Chief Executive Officer and, where reasonable, meet with them on a weekly basis.**

*I strongly believe I maintain a good working relationship with the CEO Debbie Downs and am confident she would say the same - meeting weekly. I am incredibly proud of what the CEO has achieved this quarter and where the Association is heading.*

**1.11 Maintain a good working relationship with the Officers, meet with them weekly and, where reasonable, liaise with them on a daily basis.**

*I also strongly believe I maintain a good working relationship with the Officers and am confident they would say the same. The Executive clearly understand I am always available to meet and discuss.*

**1.12 Maintain a good working relationship with all other Executive Officers and, where reasonable, liaise with them individually on a weekly basis.**

*Same answer as 1.11*

**1.13 In conjunction with the Campaigns Portfolio Executive Officer, oversee any political campaigns undertaken by the Association, actively seeking to inform the student body and general public on student issues and concerns.**



*I have been directly leading and overseeing our Local Body Campaign (currently referred to as the Valid Voter campaign) which has been going strong. In addition to this, I have been overseeing other campaigns and, where necessary, providing those relevant with assistance / reminding them of expectations.*

**1.14 Be an ex-officio member of all affiliated Recreation.**

*Completed by default.*

**1.15 Oversee, in conjunction with the Chief Executive Officer, those staff that report to the President.**

*Aside from the CEO, no staff directly report to the President however alongside the CEO I have managed my relationships with staff I interact with on a daily basis.*

**1.16 Supervise the Chief Executive Officer on behalf of the Executive.**

*Completed - this includes weekly meetings and, this quarter, the successful negotiation and setting of KPIs.*

**1.17 Be available via cell phone at all practical times.**

*Completed.*

**1.18 Perform the general duties of all Executive Officers.**

*Completed.*

**1.19 Where practical, work not less than forty hours per week, from January 1 until December 31.**

*I am strongly confident I have done this and more.*

**PART TWO: GENERAL DUTIES OF ALL EXECUTIVE MEMBERS**

**2. General Duties of all Executive Officers**

**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;**

*N/A this Quarter.*

**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 this Quarter.*



### **3.1.3 Collecting for the capping charity; and**

*N/A this Quarter.*

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

*I was involved in the referenda - both the administration building up to it and pushing it during the voting period.*

### **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.**

*I have been available for all of these - aside from where my apologies were accepted.*

### **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.**

*N/A*

### **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.**

*I regularly check and respond to correspondence. Office hours, as a concept, is outdated however I have caught up with many students through appointments and emails.*

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

*A lot of what I do in this role blurs the line between voluntary service and what I am expected to do - given I regularly work over the 40 hours required I arguably provide this every week.*

## **PART THREE: ATTENDANCE AND INVOLVEMENT IN OUSA AND UNIVERSITY COMMITTEES**

*Outside of my specified job description so far I sit on:*

- *Academic Quality Agency Board (Director)*
- *150th Operational Committee*



## **PART FOUR: GENERAL**

Here are some examples of general tasks I have achieved/notable moments from this quarter that fall outside of the above. This is **not** exhaustive;

- Meeting with the President of MUSA and helping them with some organisation
- Discussed student issues around sponsored emails with the Manager of the Career Development Centre.
- Meeting with Tumuaki of TRM.
- Further meetings (x3) with the Dunedin City Council around the support for Muslim Community
- Meetings with Vice-Chancellor (x3)
- Pre-Senate and Senate Meetings
- Attending the Launch of the Social Impact Studio
- Prime Minister stopped by Clubs and Societies Building for a Press Conference
- Meeting of the University Council (x3) and Council Finance and Budget Committee and Appeals Board
- Discussion with students regarding charity concerts and food drives
- Executive Project meetings
- Early work on the Sexual Misconduct Policy
- Assistance with Mosque Open Day
- Attendance of the Relay 4 Life (and shaving Pete from Planet Media's hair for cancer)
- Meeting with Audit Department re Student Issues
- Completion of CEO KPIs
- Pre-meeting with Mary Jane, before the Student and Academic Services meeting
- Assistance with Tertiary Open Day
- Graduation Parades (x3)
- Radio One with Jamie Green
- Spoke at the Maori Health Science Student Executives Hui around Student Associations and answered their questions.
- Hyde Street Stakeholders meeting
- Further work on the University Book Shop redesign
- Work on Executive / Marketing and Comms workflow
- Planning OUSA's response regarding the Cutlers Real Estate "debacle" alongside Critic
- Gave a talk at the Rotaract Club of Dunedin
- Meeting with Jamie Gilbertson, James Lindsay, Proctor, and Karyn Thompson re Student Safety
- Alongside ANZAC day speech, I laid a wreath at the Dawn Service
- Meeting with Rachel Currie re Student Engagement with University
- Meeting with Mayor re DCC relevant issues (Albany Street crossing / LBE campaign)
- Meeting with Steven Willis, COO of the University
- Meeting with Michael Woodhouse
- Planting of a tree by Environment Groups in honour of Christchurch
- Organised and spoke at the SGM
- Worked on potential OUSA Constitutional changes and and Executive restructure
- Hyde Street (from comms assistance to handing out free water)
- NZUSA National Exec Meetings (x2)
- University Book Shop Limited Board (UBS) meetings (x2)
- Meeting with the College Leaders re student issues



- Organised a deal between the University and UBS, where the University will share with UBS early enrolment details to ensure text book numbers match student demand. Meaning less students will be receiving their textbooks weeks late.
- Achieved changes to the Main Common Room space - such as improved tables, bean bags, and table tennis etc.
- Submitted to the Dunedin City Council Annual Plan
- Hosted a competition with V Energy to give away a trip to Vietnam
- Created videos, alongside Education Officer William Dreyer, which each gained roughly 12,000 views and hundreds of comments around DCC Parking changes and pushing students to submit and engage
- Travelled to Wellington / Christchurch re CSSF (see Goals)
- Opening of new Dentistry School (and media)
- Helped SOULS secure the Town Hall as a venue, after speaking to the Mayor and a number of stakeholders
- Selected the new director of UBS
- Helped at OUSA alumni events for the 150th Weekend
- Calls with UCSA President
- Work on an upcoming Environmental Rally
- Added Angel Shots in Starters (though the CEO really deserve the credit on this one!)
- Put forward recommendations on the new Provost
- Argued against international fees increase at University Council
- Strategic planning work with Executive
- Meeting with Chief Executive of the Electoral Commission
- Meeting with national Housing NGO
- Work with/assistance to the Thursdays in Black Otago team

## GOALS

Instead of addressing wider Executive goals, or adding in goals that have cropped up and been achieved this year, I will instead directly address my election promises:

### “Local Body Elections Campaign”

As mentioned in my last report, “one of my major goals is to see a successful Local Body Elections Campaign - to increase enrolment, engagement, and voter turnout.” This quarter we have seen this roll out and I am fairly proud with its progress - particularly as it was one of my main promises during the election.

We are currenting in the enrolment phase. The campaign has ranged from hundreds of posters, with 14 various iterations, to on-campus BBQ activations and 4000 enrolment packs delivered to Colleges - the BBQ activations resulting in over 1000 direct enrolments already (5% of student population). These alone do not reflect the overall impact - not taking into account, for example, targeted advertising pushing our students towards online enrolment information etc / cooperation with the Electoral Commission at OUSA events. In addition to this, I have been regularly meeting with Councillors/Council Candidates who approach me (11 total) - preparation for the education (and lobbying) aspect of our campaign.

The most exciting part is that we are just getting started - the campaign will be moving up a gear in Semester Two with door knocking, new activations, College visits and much higher postering. We will also start moving into later stages of the campaign once enrolment is finished which will continue to build on the current momentum.



### **“Mental Health and Wellbeing”**

This quarter we saw the launch of the Health Yourself campaign - (this is the “large Mental Health and Wellbeing campaign” that we were “planning to work alongside the University and other stakeholders” on that I referenced in my last report). This is a major University campaign with large coverage, involving us from the conceptual phase at the start right down to advertising etc through Planet Media at the end.

I am in the process of working with Hannah Morgan from Swim Straight For Life - working out where best to put the funds she raised towards an OUSA Mental Health project. In addition to this, I'm looking at what support can be given to further OUSA Mental Health campaigns - currently waiting on the Welfare Officer Kerrin R-S to deliver this so we can take action on it.

It is worth noting that, according to the OUSA Student Support team, my convocation speech which addressed mental health in detail and length has directly resulted in an increase in first years using our support services - students directly referencing it as their reason for coming.

### **“Improving OUSA’s Engagement”**

This is a general approach across all of what we do. Some specific examples include opening up the referendum to all questions, allowing more engaging questions through, and taking into account more engaging techniques in campaigns (such as a planned Valid Voter video and announcing DCC parking changes as video content).

There's scope for a more specific campaign around this, say leading up to the 2020 Executive Elections.

### **“Increasing University Consultation”**

This quarter we successfully lobbied to change the University Compulsory Student Services Free (CSSF) Consultation plan - changed from University staff traveling to satellite campuses to the University paying for OUSA to travel instead. We saw an immediate and positive response from students on this - resulting in a highly successful CSSF trip (Finance Officer Bonnie Harrison and myself went on behalf of OUSA) that less than a month later has already seen direct results.

We've also been in discussion with the University around student consultation in setting the University culture - cultural racism and equity as key points - and generally speaking improving University consultation. More to come on this.

### **“Doing the job well”**

This was intended as a promise of focusing, not just on projects or campaigns, but on generally speaking doing the day-to-day role as President well. I believe so far I am doing this.

### **“2,439 dabs in the Vice-Chancellor’s Office”**

A promise is a promise, though this is already a really outdated joke. (664)