

Kia ora e te whānau,

As we move through the elections for the 2020 Executive, and submit our next round of Quarterly Reports, we are provided with another chance to look back at the quarter that has been. Highlights have been:

- Organised and led a 72-student 14-hour-return-trip volunteer project to Fox Glacier alongside the Department of Conservation, NZ Army, and Queenstown District Lake Mayoral Office. This included fundraising roughly \$4,000, free accommodation and food, and general assistance as well as leading the organisational backend.
- Hosted / organised a Mayoral Forum.
- Implemented a new OUSA Executive Structure.
- Adopted a new Constitution.
- Re-O'Week.
- Compulsory Student Services Fee Negotiation, leading to one of the most successful results in years.
- Led the Valid Voter Campaign, arguably the most successful in the country and significantly increasing student enrollment.
- Submission on the 2019 Review of Collegiate Life at the University of Otago.
- Wrote a public letter to Vice-Chancellor Harlene Hayne, calling her to address the School Strike 4 Climate.
- Had an Electric Bike Pump to be soon installed on campus (celebrate the small wins too).
- OUSA Executive By-Election.
- Strong SGM attendance.
- Media around Clubs Day.
- Work on Student Consultation.
- 2020 Executive Election.
- Zero Carbon Bill submission alongside William Dreyer Education Officer.
- Incredibly productive meeting regarding Code of Conduct.
- An excessive amount of Valid Voter BBQs.
- Generally speaking the roles and responsibilities of the President.

Next Quarter will be a chance to work on some wider strategic OUSA challenges and prepare the President, Executive, and Association for 2020 and beyond. This means a finalised strategic direction amongst others.

As challenging and exhausting as this role can be, I still feel incredibly privileged to be here and to genuinely contribute to the lives of our members. If anyone has any questions or wants to talk more, flick me an email at president@ousa.org.nz or pop into the OUSA Main Office.

Ngā mihi,
All the best,
James

James Heath

President

3rd Quarter Report 2019

Submitted 18-09-2019 at 1:00pm

2826 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 consistently this quarter. Notable media moments include Local Body Elections, Fox Glacier, Enviro-Week, new Executive Structure, Cannabis-related SGMs and Cultural Carnival. These included the Otago Daily Times, Radio New Zealand, University of Otago Bulletin, and various other news outlets.

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 multiple times with the new President of the Otago Polytechnic Students' Association.

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.

1.5 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.

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.

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 (previously referred to as the Valid Voter campaign) which has continued to go strong.

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 report directly 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, following on from the successful negotiation and setting of KPIs last quarter, management of these KPIs. I follow good employment practice, such as initiating a Strategic Pay Review.

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;

Assisted during Re-O'Week.

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 have been involved in both the By-Election and regular Election - both the administration building up to it and pushing it during the voting period. This has ranged from producing videos to hammering in signs.

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 couple weeks. Organising and running a 72 person volunteer trip to Fox Glacier, though in my capacity as President, would fall under this.

PART THREE: ATTENDANCE AND INVOLVEMENT IN OUSA AND UNIVERSITY COMMITTEES

I have attended this Quarter:

- *Academic Quality Agency Board (Director)*
- *University Book Shop (Otago) Limited (Director)*
- *University of Otago Council (Director)*
- *University of Otago Appeals Board*
- *University of Otago Finance and Budget Committee*
- *150th Operational Committee*
- *OUSA Welfare Committee*
- *OUSA Finance and Expenditure Committee*
- *OUSA SGM Engagement Committee*
- *OUSA Grants Panel*
- *OUSA Executive Committee*
- *Code of Conduct Meeting*

PART FOUR: GENERAL

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

- *Organised and led a 72-student 14-hour-return-trip volunteer project to Fox Glacier alongside the Department of Conservation, NZ Army, and Queenstown District Lake Mayoral Office. This included fundraising roughly \$4,000, free accommodation and food, and general assistance as well as leading the organisational backend.*
- *Hosted / organised a Mayoral Forum.*
- *Worked with the Office of Student Success regarding Student Living Costs.*
- *Implemented a new OUSA Executive Structure.*
- *Adopted a new Constitution.*
- *Compulsory Student Services Fee Negotiation, leading to one of the most successful results in years. (This point is a good example of something that might seem small but takes considerable time and effort - this alone had roughly four meetings and considerable dealings with the University.)*
- *5 hour University Book Shop UBS Board Meeting.*

- *Hosted a Quiz Night for Women's Refuge.*
- *Wrote the Stakeholder Letter of Expectations for UBS.*
- *Initiation of OUSA CEO Strategic Pay evaluation.*
- *Led the Valid Voter Campaign, arguably the most successful in the country and significantly increasing student enrollment.*
- *Media around Enviro-Week.*
- *Submission on the 2019 Review of Collegiate Life at the University of Otago.*
- *Consultation around non-binary identification in Ministry of Social Development processes.*
- *Meeting with Jamie Gilbertson and James Linsday regarding RA Pay.*
- *Wrote a public letter to Vice-Chancellor Harlene Hayne, calling her to address the School Strike 4 Climate.*
- *Meeting with the Chief Executive of Student Job Search.*
- *Meeting with Dr David Clark MP.*
- *Call with UCSA President.*
- *Filmed a promotional video for the Mayoral Forum.*
- *Had an Electric Bike Pump to be soon installed on campus (celebrate the small wins too).*
- *NZUSA National Executive Meeting.*
- *Meeting with the Mayor.*
- *OUSA Executive By-Election.*
- *Meeting with University of Otago COO Steve Willis.*
- *Dealt with student complaints around University processes.*
- *Multiple University of Otago Finance and Budget Committees.*
- *Wrote the Foreword for the OUSA History Book.*
- *Strong SGM attendance.*
- *Media around Clubs Day.*
- *Working on the next stage of the Local Body Election campaign.*
- *Work with William Dreyer around Consultation.*
- *Brand Project meeting with University of Otago.*
- *Valid Voter Door-knocking.*
- *University of Otago student Appeals Hearings.*
- *Meeting with Audit and Risk Officer.*
- *Meeting with various students.*
- *Meeting with Hannah Morgan re Mental Health work.*
- *Student Support Centre ToR Feedback.*
- *2020 Executive Election (forums etc).*
- *Meeting with NZUSA President.*
- *Multiple Critic Articles (President Column).*
- *Meeting UTSNZ Executive Officer.*
- *Meetings around Campus Watch training from the Privacy Officer and their powers of entry, powers of detention and use of force.*
- *WeiCom Meeting.*
- *Provided support around Ihumatao.*
- *University of Otago Blues and Golds Appointment Panel.*
- *Zero Carbon Bill submission alongside William Dreyer Education Officer.*
- *Incredibly productive meeting regarding Code of Conduct.*

- *Worked with the Office of Student Success regarding Student Living Costs.*
- *Attended Silverline Festival / Silverline Hype Night.*
- *SOULS AGM.*
- *Lecture bashing for SGM.*
- *Work on Executive / Marketing and Comms workflow.*
- *Student engagement in Tertiary Redevelopment Plan.*
- *History Book Launch planning.*
- *Meeting with University of Otago Communications Director re DCC Elections.*
- *An excessive amount of Valid Voter BBQs.*
- *Meetings re Student Data.*
- *Graduation Parade.*
- *Work with NZUSA re national Policy Manifesto.*
- *Meetings with the Vice-Chancellor.*
- *Worked at the OUSA Reception.*
- *Added some OUSA material into a University Time Capsule.*
- *OUSA Hardship Applications.*
- *Video around STV voting.*
- *Culture Meeting.*
- *Tour of the Dundas Street Bridge.*
- *Generally speaking, working with Executive Officers.*

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. It is worth noting that goals such as a Strategic Plan or Review of Executive Marketing are significant goals that fall out of these:

“Local Body Elections Campaign”

As mentioned in previous reports, “one of my major goals is to see a successful Local Body Elections Campaign - to increase enrollment, engagement, and voter turnout.” This quarter we have seen the “Valid Voter” section of the campaign finish which I think has been incredibly successful and I am proud of - particularly given it was my main promise during the election.

The campaign has ranged from hundreds of posters, with 14 various iterations, to weeks of on-campus BBQ activations and 4000 enrollment packs delivered to Colleges - the BBQ activations alone resulting in roughly 1500 direct enrollments (over 5% of the student population). There has been targeted advertising pushing our students towards online enrollment information, cooperation with the Electoral Commission at OUSA events (500 enrollments across minor events as an example), and door-knocking across student flatting

areas. We are still waiting on final statistics from the Electoral Commission, but I predict we have gained the most new enrollments in the entire country (based off electorate).

I hosted a Mayoral Forum and, led by Bonnie Harrison, we have been hosting Candidate Clinics - opportunities for students to engage in Local Body Election candidates. We have designed information posters and further education to wrap around the elections.

We are now coming up to the election itself which is both exciting and terrifying. Our plans are in place - now it is a question of following through with them and getting the student body out to vote.

“Mental Health and Wellbeing”

I continue to work with Hannah Morgan from Swim Straight For Life - working out where best to put the funds she raised towards an OUSA Mental Health project. We have an update meeting in the following weeks. This year there have been other projects on Mental Health, such as 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 first 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. Other to that has been the Exam Wellness messages and some further Exam Wellness plans next Quarter.

This Quarter however, the elephant in the room is the Welfare Officers Mental Health Campaign which has, as of this report, dropped off. It is more appropriate this is addressed in their Quarterly report, rather than mine, however should be flagged to give wider context.

“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, my “Don’t Be a Dick” rebrand of the “Voluntary Glass Ban” campaign, and the recent engagement in our SGM. Examples of engaging techniques have been the videos, led by Benjamin McCook-Weir, Campaigns Officer, questions that students care about at the SGM, and our Valid Voter campaign this Quarter. We have also seen good engagement in OUSA’s work on the School Strike 4 Climate - showing clearly that students will engage with the issues they care about. In saying that, there is still a lot more work to be done.

“Increasing University Consultation”

William Dreyer, Education Officer, and myself have been working on some big picture University Consultation alongside the Vice-Chancellor. This unfortunately will not be public until Quarter Four, so it cannot be addressed in this report.

“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”

This is still a really outdated joke. A promise is a promise.

(687)