



otago uni **students'** association

Tēnā koutou,

This quarter has absolutely zoomed past. There's been so many major events that I sometimes feel like a week has just disappeared. Despite this, I feel like I've accomplished a lot this quarter.

As per my last two quarterly reports I maintain that these quarterly reports are really important benchmarks for accountability of the Executive. However, I do now believe that some other process needs to be developed with more regular updates to maintain accountability throughout quarters – rather than just at the end.

If you don't feel like reading the whole report, here's a quick (but boring – for the *exciting* stuff read my goals section) summary of some of the things I've done this quarter:

- Chaired 3 Education Committee meetings;
- Rolled out the Class Representatives Pilot Programme;
- Worked further on the Lecture Recordings Working Group;
- Wrote the OUSA and NZUSA submissions on the Climate Change Response (Zero Carbon) Amendment Bill;
- Worked with NZUSA on their VSM work, and undertook research on Student Partnerships in Quality Scotland;
- Sat on a ton of Committees, Boards and Working Groups throughout the University;
- Continued working to establish University wide guidelines for student consultation on academic proformas;
- Met with the Vice Chancellor regarding broad student consultation;
- Worked on the OUSA Local Body Elections Campaign;
- Chaired meetings of the Student General Meeting Engagement Committee and helped set up the SGM;
- Worked on the OUSA Constitution that was passed at the SGM;
- Advertised various opportunities for students to get involved in student and local politics.

If you've got any questions following that summary, feel free to flick me an email at education@ousa.org.nz. I encourage you to read the whole report. While it might be a tad boring, it's probably worth it – you never know what might spark your interest.

Ngā mihi nui,
Will Dreyer, OUSA Education Officer

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Education Officer

3rd Quarter Report 2019

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1. DUTIES OF THE EDUCATION OFFICER

1.1 Assume all the powers and duties of the President in the absence of the President, the Administrative Vice-President and the Finance Officer.

At the beginning of this quarter I assumed the powers and duties of the President (yeet). The resignation of two Executive Officers (including the Administrative Vice-President) while the President and Finance Officer were away meant that I had to work closely with the Secretary to work out by-election dates and the like.

1.2 Be a member of appropriate internal committees of the Association, including, but not limited to:

1.2.1 Standing Committee of the Executive;

1.2.2 Education Committee; and

1.2.3 Postgraduate Students Committee.

During this quarter I have been a member of the Standing Committee when it has convened. See 1.3 for information on the Education Committee. I have not been a member of the Postgraduate Students Committee as it has not yet convened.

1.3 Chair monthly meetings of the Education Committee, ensuring that all committee members are advised of meeting times, that the agenda is prepared and circulated beforehand and that the standing orders of the committee are adhered to.

The Education Committee did not meet over the exam period of Semester 1 or in the between Semester break, so no meeting was held in the month of June. A meeting of the Education Committee has been held in July, August and September, although the August meeting did not reach quorum.

All committee members have been advised of meeting times, agendas have been prepared and circulated to committee members and the standing orders of the committee have been adhered to.

1.4 Take direction from the Education Committee on all educational matters relevant to the Association and its members.

I have taken direction from the Education Committee on all educational matters that have been discussed at the Education Committee, including Lecture Recordings, Electronics, some matters around the BEdSt in Primary Education, and other general matters.

1.5 Where reasonable, ensure that as many different representatives of student educational issues are present on the Education Committee as possible.

The initial membership of the Education Committee had at least one member from every division and a rep from Te Roopū Māori. The member from Commerce had to step down last semester and the member from Te Roopū Māori has been removed as they stopped sending their apologies or attending meetings and stopped replied when I tried to contact them. I'll recommend that the Terms of Reference are updated next year to include a representative from the University of Otago Pacific Islands Students' Association.

1.6 In order to provide feedback and information, liaise weekly with members of the Welfare Committee, including, but not limited to:
1.6.1 Welfare Officer

I am in regular contact with some members of the Welfare Committee, including the LGBTQI Representative, and am in regular close contact with the Thursdays in Black Representative. I have been in regular informal contact with the Welfare Officer around issues relevant to both of our roles.

1.7 Be one of the Association's representatives on:
1.7.1 University of Otago Senate; and
1.7.2 Standing Committee of Senate.

I am a representative of the Association on the University of Otago Senate. However, Senate has not met this quarter due to a lack of business. I am not a representative of the Association on the Standing Committee of the Senate - this should be updated.

1.8 Where appropriate, act as the Association's spokesperson on all education related issues, briefing the President on national and local tertiary sector educational issues and representing the educational interests of students on local body committees and boards.

During this quarter - where it has been suitable - I have been the Association's spokesperson on education related issues. The Finance Officer and myself gave comment on Fees Free, I gave comment on the changed hours of the Central Library to Critic, and I attended the Dunedin 'Understanding the changes to NCEA workshop' hosted by the Ministry of Education at Otago Girls' High School. I have continued to work with NZUSA on their VSM plans, providing feedback and advice on the current consultation document on Student Voice from the Ministry of Education. I undertook research into the sparqs (Student Partnerships in Quality Scotland) model of government/students' associations/TEO relations for NZUSA.

1.9 Actively inform the student body of issues relating to their education, via publications, promotions and campaigns.

I have worked with a few students currently studying Electronics around the shutting down of the Electronics major/minor within the Physics programme. I have continued to facilitate consultation with relevant students and students' associations for the creation of new papers, including:

- FINC499;
- PAST307/405;
- MANT443;
- BIBS315/412; and;
- Health Sciences regulation changes.

I've also worked on the promotion of the general strike for climate action on the 27th of September – which will affect student education in that they will miss class if they go – but I reckon that's fair enough considering the affect climate change will have on their lives if it is not reigned in. I made a video with the Colleges Officer promoting submissions on the Collegiate Life Review, which has an obvious consequence on their education, in that the environment that a person lives and/or works in has a large impact on their education. I attended a number of lectures for papers that are participating in the Class Reps Pilot Programme, informing them of the changes that are being trialled.

1.10 Maintain a good working relationship with relevant OUSA staff, including the Student Support Centre Manager, meeting with them weekly where possible and liaising with them on relevant educational issues as they arise.

I'm positive that my relationship with OUSA staff is good on the whole. I have been working with the Class Representatives Coordinator on the Class Representatives Pilot Programme that is currently running. I've also been in contact with the Student Support Centre Manager around some concerns that students have had with the Special Consideration process.

1.11 Act as the Executive's representative to the Class Representative system and the OUSA Teaching Awards and assist the Student Support Centre in their promotion.

This quarter the Class Representatives Coordinator and I have implemented the Class Reps Pilot Programme. I met with lecturers, attended lectures to inform students about what this would involve, reviewed the Class Reps training session, attended the Class Reps Pilot Programme training session, and organised Rachel Shaw from Te Whare Tāwharau to attend this session to inform the Class Reps about Te Whare Tāwharau.

I have not been the representative for the OUSA Teaching Awards as there was no budget allocated to the awards last year – therefore, they are no longer running.

1.12 Facilitate a variety of student representation on education related University Committees and Divisional Boards.

By this point in the year most University committees and the like have already been set up. As such I have not had to facilitate any student representation on any committees. I have however recommended to the Quality Advancement Committee and the Student Success Advisory Group that they include the Tumuaki of Te Roopū Māori and/or the President of the University of Otago Pacific Islands Students' Association as members of these committees. This is because these two committees are soon to have a strong focus on the access, outcomes and opportunity of Māori and Pasifika students. Their expertise as representatives of these groups and their lived experience would thus be appropriate and indeed necessary on these boards.

1.13 Maintain a good working relationship with the University, particularly with:

- 1.13.1 The Deputy Vice-Chancellor (Academic); and**
- 1.13.2 The Director of Academic Services; and**
- 1.13.3 The Director of Summer School.**

I strive to maintain a good working relationship with all members of boards and committees that I sit on and work with. I have maintained a good working relationship with the DVC-A, Pat Cragg, and the current Co-Director of Summer School, James Rodgers. The role of the Director of Academic Services has been disestablished – this should be updated.

1.14 Liaise with the Recreation Portfolio Executive Officer to assist those affiliated clubs that have a focus on student education.

This quarter the Recreation Officer and I drafted an email to Clubs and Societies regarding School Strike 4 Climate and nominations for the OUSA Election. This email was not sent off before the OUSA nominations closed, and so when I sent it, I removed the reference to the OUSA Executive nominations and the Recreation Officer, as he is re-running for the Executive.

1.15 Be available via cellular phone at all practical times.

I'm available at all practical times via cellular phone.

1.16 Perform the general duties of all Executive Officers.

See 2.1 through to 2.5.

1.17 Where practical, work not less than twenty hours per week, from January 1 until December 31.

I am absolutely certain that on average this quarter I have not worked less than 20 hours per week.

2. GENERAL DUTIES OF AN EXECUTIVE OFFICER

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

This quarter I helped set up and worked all of the Valid Voter BBQs, organised the Valid Voter door-knocking, helped the Finance Officer with the Policy Pledges, met with candidates running in the Local Body Elections, volunteered with Are You Okay?, chaired meetings of the Student General Meeting Engagement Committee, did a bunch of the organising for the SGM, lecture bashed for the SGM, volunteered for the International Food Fest, helped organise (minorly) and volunteered for the OUSA Fox Glacier river bed clean up, helped with the set up for the Mayoral Candidates forum, and more.

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

I volunteered with Are You Okay? for Winter Warmers and the International Food Fest during Re-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

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 organised timing for the Executive by-election, made a video with the President advertising the by-election, helped organise the marketing for the by-election, hammered voting signs into Union Lawn for the by-election, sat on the physical voting booth for the OUSA Executive elections, and more.

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.

I have attended almost every Executive meeting this quarter. I believe I missed one when I was sick, and definitely missed one when the President and I orally submitted on the Climate Change Response (Zero Carbon) Amendment Bill. I have been particularly involved in the Local Body Elections campaign.

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.

My budget this quarter has been spent on the Class Representatives Pilot Programme. This has not exceeded my allocated budget.

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.

My office hours are 3-4pm on Mondays. I am always available via email.

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

Throughout this quarter, I have worked with Generation Vote, an OUSA-affiliated club that is working to increase civics education among youth, especially high schools. We have successfully taught at both Tokomairiro High School in Milton, and Columba College. I attended the full day at Tokomairiro and a full stream of the workshops at Columba College. I also helped craft these workshops and attended the weekly meetings.

I have also been a part of Thursdays in Black Otago. Whilst I haven't been the most initiative-driven member of TiB Otago, I helped organise and market our film night, have generally helped with communications, attended the TiB presentation at the Te Whare Tāwharau Symposium and have attended all Executive meetings I've been available for.

I have done far more than 5 hours of voluntary service this quarter.

3. ATTENDANCE AND INVOLVEMENT IN OUSA AND UNIVERSITY COMMITTEES

Following is the list of committees that I am on that have met this quarter (in no particular order):

- Board of Undergraduate Studies;
- OUSA Finance and Expenditure Committee;
- OUSA Executive;
- OUSA Standing Committee;
- OUSA Green Team;
- OUSA Student General Meeting Engagement Committee;
- Executive Planning Team;
- Academic Committee;
- Humanities Divisional Board;
- Humanities Leadership Group;
- Academic Integrity Working Group (I was unable to attend one of these meetings but provided comment on agenda points);
- Quality Advancement Committee (I was unable to attend this meeting but provided comment on agenda points);
- Lecture Recordings Working Group;
- IT Governance Board;
- Summer School and Continuing Education Board (I was unable to attend one of these meetings but provided comment on agenda points);
- Continuing Education Fund Committee (via email);
- Learning and Teaching Spaces Committee;
- Health Sciences First Year Strategic Management Committee;
- Student Success Advisory Group;
- Code of Student Conduct Reference Group;
- Student App Governance Committee;
- Discipline Statute Review;
- Board of Graduate Studies (I do not sit on this board but spoke to an agenda item);
- OUSA Education Committee.

In addition, I've also met with Pat Cragg (DVC-A), Tony Ballantyne (PVC Humanities), Julie Weaver (Student Development Centre), Petra Hass and Mena Taripo (Career Development Centre), and more.

4. GOALS

4.1 Consultation

This semester I presented to both the Board of Graduate Studies and the Board of Undergraduate Studies my proposal regarding "Academic Consultation with Students" in the Form 3s and DIV STs. Both boards were very positive about the changes, but some amendments will have to be made before it progresses at the next meetings of BOGS and BUGS. As I wrote in my last quarterly report, I believed that I had not followed up the other aspect of student consultation – broad consultation with the student body when major operational changes occur at the University. This quarter I have met with both the DVC-A (Pat Cragg) and the VC (Harlene Hayne) about this. Although it is currently confidential, I am very happy with some upcoming consultation that will occur.

4.2 Lecture Recordings/Podcasting

The Lecture Recordings Working Group has continued to meet this quarter. I've had some difficulty with timetabling of the group (they're all very busy people), but I'm happy with the progress we've made. We've progressed with our work in three streams: support for academics to learn how to best use Echo360; policy change; and a business case to install lecture recording capability in lecture theatres of a capacity of 20-40 students (currently it's 40 students and up – missing out many smaller, but heavily used lecture theatres).

4.3 Fight VSM

This quarter I've continued to work with NZUSA on their VSM alternative plans. I've done research for them and help develop/provide feedback on their consultation guide for the Student Voice Consultation document that the Ministry of Education has developed. I've started developing OUSA's submission on this document as well.

4.4 Sustainability

This quarter I have been working on the establishment of an OUSA Environmental employee. This work will be ongoing throughout the next quarter as the final OUSA budget is drafted. I've also helped (minorly) organise and attended the OUSA Fox Glacier riverbed clean up. I've been working on OUSA's campaign to get students along to the general strike for climate on the 27th of September. I helped draft the letter to the University seeking their endorsement and support of the strike.

4.5 Academic Integrity

The arrangement I spoke to in my second quarterly report has continued to progress. The draft version has been circulated and confirmed by the members of the Academic Integrity Working Group. The system will be implemented before Semester 2 exams.

4.6 Class Representatives

As mentioned earlier, this quarter the Class Representatives Coordinator and I have rolled out the Class Representatives Pilot Programme. There have been some kinks, but overall the trial has been rolled out successfully. Next quarter I will gather feedback from both the students and academics in the papers which we have trialled the Pilot Programme.

4.7 Academic Student Associations

The expansion of Academic Student Associations is something that I have delegated to the Education Committee. Both Patrick Manning and Georgia M-Gray (alongside students within the internal School of Arts committees) have done good work on this. The development of the School of Arts Students' Association has gone well – but I certainly cannot claim credit for its success. The capacity of the Education Committee is stretched with assignments and exams at the moment, and I am not sure how much more work will be achievable on this goal, considering the time of the year. I would say that this goal has been my biggest shortcoming so far this year.

5. GENERAL

This section could be very long. Here's some stuff that I've done this quarter:

- Collected a bunch of enrolment forms from Colleges;
- Met with a representative of the TEU;
- Continued to help develop OUSA's Local Body Election campaign;
- Wrote an Executive Column for Critic promoting the SGM;
- Wrote the OUSA and NZUSA submissions on the Climate Change Response (Zero Carbon) Amendment Bill;
- Orally submitted on the Climate Change Response (Zero Carbon) Amendment Bill;
- Spoke to motions at the SGM;
- Met with the Quality Advancement Unit regarding student withdrawals;
- Worked to clear up miscommunication around Special Consideration forms and Student Health;
- Met with a staff member of the Southern District Health Board around their youth mental health event;
- Sat on the interview panel for the new Director of Health Sciences First Year;
- Had a meeting with NZUSA regarding the MoE Student Voice Consultation document;
- Met with the Career Development Centre;
- Helped draft, write and review the OUSA Constitution;
- Met with Dan Wilson from University Human Resources around Tutor and Demonstrator pay;
- Attended a departmental meeting around Electronics;
- Met with the DVC-A around shorter semester times;
- Made a video with the President on how Single Transferable Voting works;
- Organised the Valid Voter door knocking (and door knocked);
- Helped set up and worked the Valid Voter BBQs;
- Met with students looking to create and affiliate a new club with OUSA;
- Attended the Dunedin Ihumātao protest;
- Attended the OUSA Fox Glacier riverbed clean up;
- Got desktop backgrounds promoting Student Support in Health Sciences First Year lectures;
- Wrote the Political Representative job description;
- Attended the Te Huinga Taurira 2019 Pōhiri;

I continue to love this work that I do. It's been a wild ride trying to balance it with a dissertation and coursework – but I haven't failed anything yet! Things will continue to progress throughout the next quarter, but damn it can be a slow process at times. Thanks to everyone who has helped support me, provided me with advice and love throughout this quarter, and this year.