



Tēnā koutou,

Second semester has been amazing, both in terms of goal progression and personal development!

To make this report more readable, here is a quick summary of its contents (in no particular order):

- Ran an Inter-College Voter Drive, resulting in 500 enrolments.
- Collaborated with the SPCA to run college cuddle fix sessions in some colleges – this is still ongoing although turnout has been excellent so far.
- Contributed to an article in Critic on food waste in residential colleges.
- Written a Critic article targeted at first time flatters, giving tips for moving into a new living situation.
- Met monthly with the Senior Warden of Residential Colleges and the Director of Campus and Collegiate Life Services.
- Sat on twelve OUSA and University committees.
- Represented OUSA in a University parade.
- Represented OUSA in an address to Otago RA's at the University's Wellness Symposium.
- Facilitated electronic voting for this semester's SGM.
- Spoke to a motion regarding OUSA, Thursdays in Black Otago, and the contemporary art piece *Me and my Mate Harlene*.
- Assisted the Education Officer in addressing the closure of the Electronics major/minor.
- Represented OUSA at a Colleges Appeal Panel meeting.
- Publicly called for submissions, wrote an OUSA submission, and sat on the panel for the Collegiate Life at Otago Quality Advancement Review – this was an incredible large undertaking, with the actual review spanning over three full days. Meaningful strides were made towards improving conditions in all aspects of Collegiate Life, and for setting a direction for the next ten years.

It's amazing how fast the year has gone, and how quickly it will be over. I look forward to assisting the incoming Residential Representative in their transition in to OUSA. If anyone has any further questions, you can reach me at colleges@ousa.org.nz.

Ngā mihi nui,
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OUSA Colleges Officer



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Colleges Officer
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PART ONE: EXECUTIVE OFFICER POSITION DESCRIPTION DUTIES

- 1.1 Promote via publications, promotions and campaigns support for Residential Colleges and first year students at the University of Otago.

I have promoted the relevant information for the OUSA/Electoral Commission Inter-College Voter Drive Competition, the Valid Voter campaign, and the OUSA Mayoral Candidates Forum. I have also promoted, where appropriate, the OUSA SGM, Election, and By-Election. I have also promoted a public call for submissions to the University of Otago's Collegiate Life review via a video on the OUSA Facebook page.

- 1.2 Where reasonably required, assist the Campaigns Portfolio Executive Officer with their duties.

I have not needed to significantly assist the Campaigns Portfolio Executive Officer with their duties, however we are in regular contact and I continue to be available to assist them when reasonably required.

- 1.3 Be a member of appropriate internal committees of the Association, including, but not limited to:
13.3.1 Colleges Committee;

I am a member of the Colleges Committee.

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

The Colleges Committee has had two meetings this quarter, one of which did not meet quorum. For these meetings, the meeting times and agendas have been prepared and circulated beforehand.

- 1.5 Take direction from the Colleges Committee on all matters relevant to Residential Colleges and first year students within the University and the community.

The Colleges Committee gave meaningful direction in the writing of an OUSA submission to the Collegiate Life at Otago review. This was achieved by the committee providing insights into the issues that most significantly face college residents, and what OUSA should prioritize. The Welfare Officer also received meaningful direction for their mental health and resilience campaign. This was achieved by running a workshop to determine the best means of fostering good mental health and resilience in residential colleges.

- 1.6 Maintain a good working relationship with the Administrative Vice-President, proactively bringing issues relevant to Residential Colleges to their attention, and where reasonable, meet with them on a weekly basis.



I believe I have a good working relationship with the new Administrative Vice-President, and we meet on a weekly basis to touch base on my goals and to bring issues relevant to Residential Colleges to their attention.

- 1.7 Via, or in consultation with the Student Support Centre, maintain a good working relationship with the Accommodation Office of the University, sharing information and ideas with them when appropriate.

I believe I have a good working relationship with the Student Support Centre and have been in contact with them multiple times regarding sensitive issues in Residential Colleges. I meet with the Senior Warden of Residential Colleges and the Director of Campus and Collegiate Life Services on a monthly basis, whom I share relevant information and ideas with.

- 1.8 Maintain a good working relationship with the heads of Residential Colleges and their student representatives.

I believe I have a good working relationship with the heads of Residential Colleges, maintaining regular contact with either themselves or their appointed contacts. I also believe I have a good working relationship with all the student representatives I have met. I'm basing this off my experience with them in the Colleges Committee as well as meeting with student representatives individually to address relevant issues in their college.

- 1.9 Perform the general duties of all Executive Officers.

To the best of my abilities, I have performed the general duties of all Executive Officers. See part two.

- 1.10 Where practical, work not less than ten hours per week.

I am confident I have worked no less than ten hours per week. This quarter alone, I have run an Inter-College Voter Drive, which saw me visiting every college twice in the span of a month and a half. I also sat on the Collegiate Life at Otago review panel, which took place over three full days.

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

As noted in my first quarterly report, I participated and assisted at Summer School sausage sizzles and various events during Orientation, including the OUSA Tent City marquee, College Sports Day, activities on Union Lawn, and the International Food Festival. I assisted somewhat during Re-Orientation, however the Executive's assistance was not required to the extent it was for 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;

While not yet required or explicitly organised, I am ready and willing to be a safety contact.



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 kept my involvement in the OUSA By-Election to a minimum, due to an affiliation with one of the candidates. I have not publicly assisted in my capacity as an OUSA representative with the running of the OUSA 2020 Elections, because I am a candidate.

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.

Where reasonable, I have been available for all Executive meetings, national conferences, national and local campaigns, Executive training sessions and Executive planning sessions. I have only missed an Executive meeting due to sickness or extenuating circumstances.

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.

I have communicated my intended expenditure on my budget line with the Finance Officer. I have not needed to use any of my budget line this semester.

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 have a regular, publicised office hour, however I see little value in it as there have been next to zero instances of it being utilized. I have regularly checked and responded to all correspondence I receive, both formal and informal.

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

This quarter, I visited John McGlashan College to hold a session with Year 13's about applying for Residential Colleges at the University of Otago. I have also been a part of Thursdays in Black Otago as an executive member and volunteer, assisting in the running of stalls and events, including at the recent Silverline Festival.

PART THREE: ATTENDANCE AND INVOLVEMENT IN OUSA AND UNIVERSITY COMMITTEES

I am a member of the following OUSA and University Committees:

- OUSA Executive
- Standing Committee of the OUSA Executive
- OUSA Colleges Committee
- OUSA Education Committee
- Division of Sciences Academic Board
- Standing Committee of the Division of Sciences Academic Board
- Library Services Committee



- Campus and Collegiate Life Services Committee
- Student App Project Steering Committee
- IT Governance Board
- Colleges Appeal Panel
- Collegiate Life at Otago Quality Advancement Panel

PART FOUR: GENERAL

This quarter has been incredibly rewarding and productive. Having unconsciously prioritised general executive work in the second quarter, I have confidently made up for this in a variety of outlets, from an Inter-College Voter Drive to the Collegiate Life at Otago Quality Advancement Review Panel. I have thoroughly enjoyed this quarter and continue to be grateful to be in this position.

This quarter has been a busy one for OUSA – we've run an SGM, two elections, a mayoral forum, and have shifted from the enrolment to the education phase of our Local Body Election efforts. I have been involved in all of these either in a general capacity, or in facilitating their success with college residents. I am pleased with my involvement in these, and I put this down to improved prioritization of goals and time management.

The Collegiate Life at Otago Quality Advancement Review was a particularly productive outlet for myself, as I was able to make meaningful strides on my goals, from RA's conditions to the implementation of College policies. Whilst some of the details of this review are still confidential, certain details of the review can be found in part five.

It's amazing how quickly this year has gone, and how quickly I will have to be writing a handover document for the next Residential Representative. I look forward to meeting with this person and assisting in any way I can with their transition.

PART FIVE: GOALS/RECOMMENDATIONS

As stated in my two previous reports, my goals are based off those I ran on in the 2018 Executive Elections, as I endeavour to stay true to my campaign rhetoric. A point I'd like to reaffirm from these reports is that the regular requirements of OUSA Executive Officers can either get in the way of these goals, or require they be adaptable to changing circumstances. I have chosen the latter, and hope to incorporate everything I do in my capacity as OUSA Colleges Officer towards meeting one or more of these goals. Moving forward, I will also prioritise a smooth handover for the incoming Residential Representative, so that they can get started on their goals as quickly and as easily as possible.

Goal One: Quality College Experience – Like last quarter, my work towards this goal has taken many forms. From a political perspective, I ran an Inter-College Voter Drive that resulted in 500 enrolments. I also assisted in many of the Valid Voter BBQ's, which were very successful and contributed to Otago being the most enrolled campus in New Zealand. As we move into the voting period for the Local Body Elections, I will continue to find ways to ensure college residents have the opportunity to get informed on the candidates and make an educated decision. From



a sustainability perspective, I included a recommendation to the Collegiate Life at Otago Review Panel to proactively pursue sustainable practices in all aspects of Collegiate Life, including but not limited to: food handling and waste, reduced use of single-use plastic, rigorous composting practices, the continued installation of solar panels, and the discontinuation of coal-fired boilers. I will continue to push for these practices as the panel's recommendations are finalised. I also contributed to an article in Critic: Te Arohi about food waste in residential colleges. From a social perspective, I have been a visible presence in many of the residential colleges, having attended several lunches and dinners as part of the Inter-College Voter Drive. I have also organised Cuddle Fix sessions for some Residential Colleges in collaboration with the SPCA, and will continue to do so as we move towards exams. My communication with the residential colleges has improved this quarter, as I have been more proactive in responding and following up with people I haven't heard from, although it is not perfect. This will be something I address moving into the fourth quarter, as I hope to introduce the incoming Residential Representative to as many of my contacts as possible before they begin their term.

Goal Two: RA Rights – Having spent the second quarter on the backburner, I am pleased with the progress I have made this quarter. I have met with the Director of Campus and Collegiate Life Services and the Senior Warden of Colleges to discuss the changes to RA's terms and conditions, and to discuss how OUSA can best contribute and be consulted on such changes in the future. These discussions, as well as research and resources available to me regarding RA's, helped me make meaningful recommendations to the Collegiate Life at Otago Review. These recommendations were that the University review the conditions of RA's, to ensure they are paid enough to receive adequate financial support, pastoral support, have realistic workload expectations, and substantial training. I will continue to push for these recommendations as the panel's recommendations are finalised. I also put out a public call for submissions to this review using OUSA's Facebook page. This quarter, I was also fortunate to be able to address the majority of Otago's RA's in the University's Wellness Symposium, which was well received.

Goal Three: Mental and Sexual Health Support – As a member of the Thursdays in Black Executive, I have advocated for increased awareness around consent, sexual harassment, and sexual violence. I am also a vocal advocate for OUSA Student Support, and have on numerous occasions encouraged college residents to visit them. As a panel member for the Collegiate Life at Otago Review, I was a strong advocate for the prioritisation of mental and sexual health support in all aspects of Collegiate Life, and was provided with insights into how this could be achieved through the various submissions that we received, both written and in-person. I will continue this work as the Review is wrapped up.

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