

Jade Mills

Tumuaki

3rd Quarter Report 2022

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### **Part One: Executive Officer Position Description Duties**

#### **5.1 The Te Roopū Māori Tumuaki shall be a voting ex-officio member of the Association Executive.**

I am a voting ex-officio member of the Association

#### **5.2 The duties of the Te Roopū Māori Tumuaki are outlined in the Memorandum of Understanding between the Otago University Students' Association and Te Roopū Māori.**

The MoU between our associations is yet to be resigned however I am confident that we have continued to act in accordance with the MoU that was set last year.

#### **5.3 Where practical perform the general duties of all Executive Officers.**

See Part two

#### **5.4. Provide a verbal report on activities of Te Roopū Māori at each OUSA Executive meeting.**

I have provided a verbal report on activities of Te Rōpū Māori at each OUSA Executive meeting that I have attended.

#### **5.5. Work no less than five hours per week as ex-officio members of the OUSA Executive.**

I am confident that I have worked no less than five hours per week.

### **Part Additional: Ex-Officio Job Descriptions**

#### **1.1 Ensure Te Rōpū Māori operates in accordance with this constitution.**

We continue to operate in accordance with the constitution.

#### **1.2 Act as Māngai for Te Rōpū at local, regional and national levels;**

This quarter I have spoken at the August Māori pre-grad ceremony, attended hui and spoken with the Tertiary Education Commission (TEC). Attended and spoke at the annual VC summit. Provided input into the review of the social impact studio.

#### **1.3 Represent Te Rōpū as a delegate at Te Mana Ākonga Hui**

In this quarter I have attended a Hui Kaiārahi in Christchurch, attended the agm of TMĀ in person in Auckland and have attended all other meetings with TMĀ. There was one meeting I was unable to attend and therefore asked Mikaere and Gemella to attend on my behalf which they did and I am greatly appreciative. We have also just begun weekly meetings with TMĀ to

discuss and make changes to the current TMĀ constitution. There has been one of these meetings so far and there are three more scheduled, which I plan to attend. At both Hui Kaiārahi and the AGM in Auckland, I provided a verbal report about the activities of TRM.

**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;**

I have submitted and written one piece for critic so far and have another one coming up in the next few weeks.

**1.5 Set policies with the Tumuaki Tuarua regarding matters of business, activities and all operations of Te Rōpū consistent with section 8 of the constitution;**

No policies have been updated or set yet. This will be done prior to the beginning of examinations & the TRM agm.

**1.6 Carry out any duty that from time to time, may be defined by Te Rito and/or all operations of Te Rōpū;**

I have attended the whakatau of the department of student experience into the department of student services. Also attended whakatau for Jeremy Wara (new MC staff member) as well as whakatau for the Tibetan community at the start of their sand mandala making process on campus at uni. For diversity week, I planned and facilitated a mahi toi workshop as well as teach a Te Reo Māori class for beginners. I also attended and performed at OKISA & OTSA's climate change awareness night. I planned and organised Te Taukaea Tauira alongside Rosa & Harris (Tumuaki from Lincoln and Canterbury Māori student associations). I also helped to plan and execute the majority of the Leadership Weekend that was held in conjunction with UOPISA.

**1.7 Each semester, submit at least (2) report to OUSA in accordance with the OUSA Constitution;**

This is my 3rd quarterly report for OUSA.

**1.8 Sit on any University committees appointed alongside OUSA;**

I am currently a member of the University Senate and the student wellbeing group. I also am part of the Pūtea Tautoko governance group.

**1.9 Sit on the OUSA Blue and Gold's Committee;**

I did not sit on the Blue and Golds awards committee this year as I was absent from the meeting where the committee was ratified and subsequently missed the opportunity to sit on this committee. However, I was kept up to date with decisions from the committee and was asked for my opinion on their choices prior to these choices made by the committee being approved.

**1.10 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;**

Our relationship with Te Huka Mātauraka continues to be positive and reciprocal, there have been many occasions where we have helped each other and this has strengthened our relationship. We are also working towards more whakawhanaungatanga between their staff and our tauira.

**1.11 Chair all Hui a Te Rito, and ensure that Tikanga Māori is upheld during these Hui;**

I have chaired all Te Rito hui. During these hui we ensure that tikanga is upheld throughout and we make a conscious effort to ensure that tikanga is maintained in all that we do.

**1.12 Support the Tuarua with Te Haerenga organisation and Komiti formation;**

After speaking with both the Tumuaki from Lincoln and Canterbury, we decided that the committee for Te Taukaea tauira will simply consist of us three.

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

I have worked no less than 15 hours per week. I am in the whare most days and often for long periods of time. I complete my office hours during these times.

**1.14 Be a mandatory signatory for the Te Rōpū bank account;**

I am a signatory for the Te Rōpū Māori bank account.

**1.15 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 Tauira which was held in Auckland. This Huinga ran differently to others and the key focus of it was on the AGM of Te Mana Ākongā. Other exec members were unable to attend as they had a cap of 3 people per association and the budget for Hui Travel did not have enough in it to be able to allow for 3 of us to attend.

**Part Two: General Duties of All Executive Members**

**3.1 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; and;**

I attended the 'Summer in dinners' initiative that was held during summer school where we gave out ice-creams to students who were studying. I also attended a movie night that was held on union lawn. Our association also ran an event during o-week.

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

I attended the OUSA agm which unfortunately did not take place as quorum was not reached. TRM have continued to support and promote OUSA elections where possible.

**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 attended all executive meetings except three and also attended our strategic planning day.

**3.3. All Executive officers shall:**

**3.3.1. Keep up to date with the Finance and Strategy Officer's Executive budget, bringing to the finance and strategy officer any spending proposals, keeping track of their spending and ensuring they do not exceed budgeted expenditure;**

N/A

**3.3.2. Educate themselves on needs and experiences relevant to historically marginalised demographic groups including intersectionality and promote and encourage all demographics to participate, where relevant, in clubs, societies, committees and OUSA events;**

I have attended local community hui to discuss and share experiences.

**3.2.3. Prioritise sustainability and minimization of environmental impacts in all aspects of their role and keep up to date with environmental issues;**

Our executive this year is very keen to implement sustainable practices within all that we do, we have also made it one of our core values and aim to provide our taura will skills and experiences so that we can collectively minimise our environmental impacts.

**3.2.4 Every quarter undertake five hours of voluntary service which contributes to the local community.**

I am yet to volunteer this quarter but have plans to undertake 10 hours of volunteering in the next quarter.

**3.2.5. Regularly check and respond to all correspondence received.**

I have tried to regularly check and respond to all correspondence that apply to me.

## **Goals and Progress**

**Goal 1: To be an advocate for our taura Māori and their needs.**

I have attended meetings and have made the conscious effort to make sure that my voice and therefore our taura are heard. I have also tried to be proactive when I have been alerted to issues raised by students.

**Goal 2: To ensure smoother transitioning for incoming executive members, including our Ngā Rōpū executives.**

I am currently working on creating a handbook that can be used by all executive members that details how things have been done and what has worked well and what hasn't. The idea of this handbook is that it is used as a guide for exec members.

**Goal 3: To maintain the relationships that Te Rōpū Māori has with all its University partners which includes but not limited to OUSA, OMD, MC, UOPISA and Ngā Rōpū.**

I have been working closely and maintaining a good relationship with our partners and expect this to continue as we begin to work closer over this next quarter.

**Part five: General**