

Quintin David Jane

President

1st Quarter Report 2023

Submitted

Words

PART ONE: EXECUTIVE OFFICER POSITION DESCRIPTION DUTIES

4. Duties of the President

4.1. Be the official spokesperson for the Association.

I have been the official spokesperson for this quarter.

Comments/media appearances this quarter have been:

- Critic column x2
- Uni all student comms x1

Interviews:

- Newstalk ZB x3 (I think!)
- Stuff x1
- RNZ x2
- Critic x1
- ODT x5

4.2. In liaison with any appropriate affected parties, coordinate and oversee all interactions with other student associations, media organisations, the University of Otago, the Dunedin City Council, the Government of New Zealand, local authorities and any other external organisations and their representatives.

This includes, but is not limited to, the aforementioned media outlets, the University of Otago, Dunedin City Council, Otago Regional Council, New Zealand Union of Students' Associations (NZUSA) and its members, other students' associations such OPISA. I have met with the Mayor of Dunedin Jules Radich twice now. These meetings were pleasant, and I was pleased to see some of my feedback around a roundabout at the George street / St David Street / Park Street / Regent Street / Intersection was taken onboard.

OUSA have written to multiple MPs this year, and I continue to liase with appropriate student groups & NZUSA about issues affecting their respective communities.

Maintain a good working relationship with the Otago Polytechnic Students' Association (OPSA), and coordinate joint activities when relevant or practical.

I have met with Ezra from OPSA once this year and we got along well, we discussed his goals for OPSA this year and plan to keep in contact throughout the year as common issues arise.

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

4.4.1. Council of the University of Otago (and requisite sub-committees);

I am the student representative on the Council of the University of Otago. This quarter, we had one council meeting which I attended. I am also a member of two sub-committees, the Appeals Board and the Finance and Budget Committee. I have had one Finance and Budget meeting, and one appeals board meeting. Alongside this, there have been multiple strategy workshops run by the University which I have attended (one as incoming president and one as president)

4.4.2. University of Otago Senate;

I am a member of the University Senate. The only senate meeting was cancelled.

4.4.3. New Zealand Union of Students' Association's National Council; and

I am a member of the New Zealand Union of Students' Associations National Council. There was one National Council meeting this quarter and a few other meetings (for campaigns etc). The Presidents training weekend was cancelled owing to a variety of circumstances, and is tentatively rescheduled for April or June (I'm hoping April).

I've met on multiple occasions with the president and one of the vice presidents, discussing our aims for the wider student movement in 2023, particularly with regard to the general elections. We've also discussed our shared desire to reinvigorate the mana of NZUSA as an organisation, and ensure that there remains good balance and consultation between NZUSA and the regional associations.

I did miss 1 NZUSA meeting, on account of transport issues meaning I was unable to join the call, but have since caught up with Tangi from NZUSA to go over the issues covered.

4.4.4. Any other national student body affiliate where applicable.

I'm not sure which section this is relevant to, but I will be the NZUSA representative for CUAP for this year. I also sit on the NZUSA board. The first CUAP meeting is later in the month.

4.4. Hold membership and, where reasonable, attend all internal committees of the Association.

Our internal committees are yet to meet this year owing to the delayed start of many executive members. These are scheduled to start soon, and I look forward to attending them.

4.5. 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:

4.5.1. University Union Limited; and;

The Finance and Strategy Officer serves on the University Union Limited Board.

4.5.2. University Book Shop Otago Limited.

OUSA President no longer sits on this board as a director.

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

I have chaired all executive meetings this quarter. I have under the careful eye of our association Secretary ensured adherence to the standing orders of the meeting. I thank Donna Jones for her guidance.

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

I meet regularly with staff members and ensure that any relevant information is passed on to the wider executive as needed. This semester in particular, I, the administrative vice president, and the finance and strategy officer have been working closely with the marketing and communications department to elevate the communications and visual presence of the executive.

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

Like the precedent set in the years before me, I have not, and nor do I plan to make monthly written reports to the executive. I believe I have developed a successful means of communication between the executive both through the fortnightly executive meetings and through my office next to the bullpen having an open door policy for executive members.

4.8. Report on NZUSA activity at regular OUSA Executive meetings

In keeping with tradition, this is a standing item at executive meetings and I believe this has been a successful means of ensuring the executive are up to date on NZUSA meetings and matters as they arise. NZUSA Co-Vice President Tangihere Gardiner also attended our first executive meeting to introduce themselves and update OUSA on NZUSAs work more broadly. I have sent other executive members in my place to NZUSA meetings I could not attend, and they have reported back to the executive on my behalf.

4.9. In conjunction with the Finance and Strategy Officer and Political Representative, oversee any political campaigns undertaken by the Association actively seeking to inform the student body and general public on student issues and concerns.

The political rep and I have completed our general election strategy document, which sets out our engagement plan, and key points we seek to advocate for during this election period.

I have had 1 meeting with the electoral commission so far, and from this we began talking about our election processes. This included getting them a space on campus during OWeek to register voters, which they said saw an excellent turnout.

4.10. Maintain a good working relationship with the Administrative Vice-President, Finance and Strategy Officer, Academic Representative and Welfare and Equity Representative, meet with them weekly and, where reasonable, liaise with them on a daily basis.

I maintain a strong working relationship with all the mentioned roles above. I catch up in person with the Admin VP near daily, and when that isn't possible we keep in contact digitally. While I don't have set meetings with any of these roles, we catch up at least once a week, and discuss matters as they arise. I am happy with the level of communication at this stage, as I believe that an appropriate level of consultation is maintained on decisions.

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

I believe I have maintained this. I catch up with all executive members when we're in the office at the same time, and have been working particularly closely with the political representative, to work on our strategy for the general elections. Similarly to above, I don't have set meeting times with any of these executive members but am happy with the level of consultation thus far.

4.12. Maintain a good working relationship with Te Rōpū Māori Tumuaki and uphold the duties of the President as outlined in the Memorandum of

Understanding between the Otago University Students' Association and Te Rōpū Māori.

Haki and I have met and agreed to minor changes to the MoU between Te Rōpū Māori and OUSA, and will be signing this at the end of the week. I regularly catch up with Haki, and ensure that strong consultation is upheld. I often point the university to directly engage with TRM, especially on projects such as Tuakiritaka, to ensure that their voice is heard equally as loudly.

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

Debbie and I meet at least once a week as needed, to catch up on matters arising on both our ends. I believe we have a strong working relationship, which has already been demonstrated multiple times this semester. I thank Debbie for her hard work and responsiveness on issues that have arisen thus far.

4.13. Supervise the Chief Executive Officer on behalf of the Executive, including setting and reviewing of annual Key Performance Indicators (KPIs).

I achieve this through regular catch ups and recently with support from the advisory board. I am in the process of setting new KPIs for Debbie and will engage the advisory board for support in this.

Where appropriate, seek advice from the Honorary Solicitor on legal matters relevant to the Association.

4.14. Be available via cell phone at all practical times.

I believe I have achieved this. The exec all have access to my contact number through the printouts on the walls, or can always message me via facebook. I'm relatively responsive to smoke signals also, but this depends on the visibility of the night.

4.15. Perform the general duties of all Executive Officers.

I believe I have achieved this. I was present at Tent City every day, on the BBQ, and have attended all internal meetings and trainings.

4.16. In the final quarter, write and submit an Annual Review as President, for the purpose of inclusion in the Annual Report. Where practical, work not less than forty hours per week.

Annual review N/A.

PART TWO GENERAL DUTIES OF ALL EXECUTIVE OFFICERS

3. General Duties of all Executive Officers

- 3.1. The appointed term for all OUSA Executive Officers shall commence from the 1st of January and will terminate on the 31st of December of that same year.**

Achieved (so far). I have been in Dunedin since January 9th, and not quit yet!

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

Assisting at the OUSA Tent City and other activities during Summer School, Orientation and Re-Orientation; and; Assisting with elections and referenda where appropriate.

- 3.2.1.** I was at all summer school BBQs where possible, at tent city every day as much as practical, and attended the toga party to welcome the first years alongside members of the university SLT. There have been no elections of referenda this semester.

- 3.3. 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 and chaired every executive meeting this quarter. I also attended the strategy planning day with OUSA Advisory committee and Governance training. NZUSA presidents training and national conference was cancelled, but I have since attended a national council meeting.

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;**

I have involved the FSO in all expenditure. This includes payment to Postgraduate committee and UOPISA leadership weekend funding through MOU.

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 briefly attended the OUSA pride night, and have met with both the NDSA co-presidents to ensure that the rights of our disability community are upheld, and their voices heard at a university level.

This is something that I will further address in the following semester. My wonderful Admin VP is currently in the process of organising a cultural awareness workshop and marae visit for the executive, which I believe will be invaluable for this.

I plan to meet with the executive of UniQ in the coming quarter also, to help further the relationship between OUSA and their executive, and to ensure we uphold the rights and voices of their community.

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

This semester I worked to get the MoU with the sustainability office finalised, this has since been signed and common sealed, and sets out the working relationship between our organisations, particularly as it pertains to Drop and Shop For Good.

I am currently in the process of restructuring a few of the OUSA executive roles, part of which will see the administrative vice-president responsible for OUSA initiatives, in essence taking on the role of the long discussed 'sustainability officer'. I look forward to working with them on sustainable initiatives across the year.

I've also attended a cycling and pedestrianisation workshop held by the DCC, am in the process of submitting feedback to the ORC around public transport, have a speaking slot at the upcoming ORC meeting booked in to promote accessible bus fares for students and the broader community, and spoke at a DCC meeting in December on behalf of the association to promote their motion to support continuing half price bus fares.

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

I had hoped to volunteer with Are You OK through Ori, but had to cancel my training with them due to scheduling issues. I have not since had an opportunity to organise further volunteering, and will carry out 10 hours in the next quarter to compensate.

3.3.2. Regularly check and respond to all communications

I spend too long looking at emails, and do not believe I have missed or not responded to any necessary communications.

PART THREE: ATTENDANCE AND INVOLVEMENT IN OUSA AND UNIVERSITY COMMITTEES

Outside of the internal and external committees stipulated in my job description, I also sit on the following committees:

- Sophia Charter Implementation Working Group x1
- Committee on University Naming x1
- Student Services Meeting x2
- Web-review committee x2

PART FOUR: GOALS AND YOUR PROGRESS

Goal One: Improve OUSA Engagement.

This is tracking well. We have had a strong executive presence at OUSA events throughout the start of the semester, and have made efforts to ensure executive visibility. The exec were wearing OUSA branded shirts at these events, and engaged in discussion with event goers that I hope helped promote who we are and what we do.

We've revamped our critic column to be more fun and engaging, and I thank critic for their assistance, and for shifting the location of this to a more prominent position. The executive have also been involved in more marketing initiatives, and we've been providing content to them to post on Facebook and other social media.

I have also discussed pushing OUSA content with the Critic Editor, and we have agreed on pathways to get OUSA content in Critic. I also regularly informally chat with the editor and will ensure content gets passed along to Critic.

More work is underway to get the executive out there, and re-add the human feel to the executive. For example, this afternoon I'll be in reception giving out cookie-times. We're also currently planning for increased executive directed video content, starting next month.

Goal Two: Make progress with a student bar.

Boy have I learnt a lot about this since starting in this role. Work is always ongoing in this space, and we are currently looking at ways to perhaps reframe what this could look like in the future. This may mean that success in this space looks different from what we originally planned, but would involve facilitating spaces that are student centric, without necessarily looking like a bar.

The opening of Auahi Ora has also been positive in this space. OUSA and the University have agreed that this space will be exclusively available for club bookings during semester time, and this will be free of charge for clubs (with a small minimum food spend etc). This will help to alleviate some of the need for a bar in this space.

Further, discussions are ongoing about the use of this space as a venue 'outside of business hours', i.e facilitating events such as a postgraduate happy hour. This too will help to create a safe, student centred space for socialisation.

This doesn't mean we will stop looking. Discussions with all Sophia Charter partners are regular and ongoing, and the quest for a bar will continue.

Goal Three: Clear COVID Policy

This was a campaign priority for me, but given the change in public attitudes and legislative requirements towards COVID since the campaign this is less of an issue. The vice chancellor and I have had a discussion about the universities COVID policy for this year and I believe that any further work in this space will be carried out on an as needed basis.

Goal Four: Facilitate a Strong General Election Campaign

Work in this space is well underway. I've been working closely with NZUSA to establish an effective campaign nationally. The political representative and I have finished a draft elections strategy, and we have established overarching campaign principles.

I have already written to multiple MPs, to begin lobbying for parts of our campaign, and we plan to continue writing to a majority of MPs and parties throughout the year.

Work is being finalised on exactly what these policies will look like, and a general elections subcommittee has been established to oversee our campaign. We are also planning our communications strategy in this space.

I've also met with the electoral commission to discuss increasing student voter turnout, and have met with multiple MPs to discuss student issues, and effective campaign and lobbying strategies.

Goal Five: Re-establish funding for UTSNZ

Success! OUSA will work in partnership with the University to facilitate some of the administration required for UTSNZ, alongside the clubs themselves. The university has since agreed to pay the membership fee for UTSNZ, and students will be able to participate in the national sporting events. This is a win for students, and I thank the Vice Chancellor for working with me to find a solution.

PART FIVE: GENERAL

Events I have attended this quarter have been:

- Acting DVC Academic farewell gathering in Staff Club.
- Farewell afternoon tea for previous Chancellor.

I did have other events planned, but due to covid. They have all been postponed to a later date in the year.

Some of the committees and meeting I have had this quarter that don't fit anywhere else in my report are:

- University COO monthly meetings x2

- Vice-Chancellor monthly meetings x2
- Pūtea Tautoko Governance and working group monthly meeting x1
- Met with CFO regarding her role and finance matters for University Council
- Met w/ Electoral Commission
- North Dunedin Safety Meeting w/ DCC, Police and Uni x1
- Meeting w/ Mayor x1
- Meeting w/ David Clark x3
- Meeting w/ Rachel Brooking x1
- Meeting w/ Chloe Swarbrick & Fran Hernandez x1
- Meeting w/ Fran Hernandez x1
- Meeting w/ University Union Managerial Staff x1
- Met w/ OUSA Employment Lawyer
- Attended Powhiri for Dean of Te Tumu
- Met w/ Property Services and Campus and Collegiate Life Services x1
- AQA Self Audit Preparation Workshop x1
- Met w/ Campus Development x1
- Met w/ SSDP x3
- Spoke at a workshop for Māori health science students in leadership positions
- Attended TEC workshop for students in governance positions

And definitely more I can't remember.

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This semester has been a huge learning curve, and I am grateful for the support of the executive, of OUSA, and of the wider university community as I step into this role. With the executive only just back in the last few weeks, this is likely to be shorter report than most. I am excited for the direction we're heading in, and what we have planned for the year.

Work is underway to review our strategic plan, to ensure that where OUSA is headed is where we want to be. Without COVID at the fore in every decision, we are able to, for the first time since 2019, really set a new direction for OUSA, and move forward with our projects. Watch this space, it's going to be a good year for OUSA. We have a great, eager executive.

This doesn't mean that the year will be without challenges, the university reported a deficit last year, and will likely remain in a challenging financial position. The government seems to forget what colour lapel they're wearing, and I worry about students being forgotten this election. This just gives us fuel to work hard, we will students will not be forgotten.

Ngā mihi,

Quintin Jane