

Quintin David Jane

President

3rd Quarter Report 2023

Submitted

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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 this quarter. I have done numerous interviews (albeit fewer than last quarter) and spoken on behalf of OUSA at various events such as the TEU Stop Work Meeting and a couple of Green Party Hui.

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 as OPSA. I have met with the Mayor of Dunedin Jules Radich on multiple occasions, and continue to liaise with the DCC on relevant student matters.

I continue to engage with MP Dr David Clark at least monthly. In the last Quarter I have met with MPs Rachel Brooking, Dr Ayesha Verrall, Michael Woodhouse, Jan Tinetti (alongside VUWSA), Penny Simmonds, and called Chloe Swarbrick on multiple occasions.

I have worked with and liaised with the TEU on matters concerning tertiary funding, and provided feedback to the MoE on various related to this. I have also written to Cutlers on Property Management issues and the TEC on tertiary funding.

I attended the NZUSA conference in Wellington and liaised with students associations around the country on matters of interest. I have been working closely with VUWSA on Study Wage campaigning, and NZUSA on working with (or perhaps against) the TEC.

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

I have met with Sarah at our mayors meeting this month – we haven't had much overlap in our activities this year but I will liaise as appropriate.

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 sit on the University Council, Appeals Board, Finance and Budget Committee and also the Vice-Chancellor Selection Group. Council meets monthly, Finance and Budget meets every 2 months, and Vice Chancellor Selection Panel meets approximately fortnightly.

I have also been given the opportunity to sit on the University Councils strategy committee which sits as needed. I look forward to these in the future.

4.4.2. University of Otago Senate;

I sit on Senate still. Not much interesting has been discussed this quarter – some of the meetings became just emails given their content. I have attended all Senate meetings that have been held physically.

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

I sit on the NZUSA National Council. We have had one meeting this quarter. I am beginning a process of working with the NZUSA President to advance NZUSA's strategic purpose and help to uplift the work of the association.

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.

There has not been a CUAP meeting this quarter. There was less consultation to do this quarter for CUAP, however I was still unable to complete it all given time constraints. I am working with NZUSA to develop a process to achieve this as currently this work is not remunerated, only the relevant meetings.

The NZUSA Board has not yet met again this year but will be meeting tomorrow. I will be chairing this meeting and am glad to see NZUSA is getting back on the right track with regards to finances and legislative compliance.

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

Congratulations to Imogen for taking over the chairing of OUSA Policy Committee, I have attended all that have been held this quarter.

I have also attended all FESC committee meetings and argued over finances lots. These have met more regularly as we approached budget and CSSF negotiations, and I hope that their frequency only continues to increase.

To my knowledge no other internal committees have met.

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:

4.4.1. University Union Limited; and;

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

4.4.2. University Book Shop Otago Limited.

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

As an aside, I note that this point is now inconsistent with the appointments policy for OUSA Holdings Limited. This needs to be reviewed at Policy Committee as it is in the Presidents Role Description.

4.5. 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, including one which I accidentally took over from Imogen – my apologies my headphones were shitting out and I didn't realise you'd begun! 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.

4.6. 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 as required with the Association CEO to discuss anything and everything, and always have a good Monday morning catchup. We have a standing weekly meeting with the OUSA marketing team which I attend as often as possible, and meet with the wider association staff as necessary.

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.

It is not often a written report is needed, however I have done this on matters of sensitivity, including developing a presentation for the executive about the debt-equity ratio decision for the commercial restructure.

4.7. Report on NZUSA activity at regular OUSA Executive meetings

There is a standing item on the executive meeting for NZUSA updates. I regularly report on what they've been up to and the work I've done with them.

4.8. 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.

I've been working closely with the whole executive on this, as we decided that these campaigns are best led by the exec. I've been working with VUWSA on their Study Wage for All campaign, and have been working with the Political Representative to enhance awareness about the general elections. This is through our valid voter campaign and working with the electoral commission.

4.9. 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 hope). While I don't meet weekly all the time, we meet as needed depending on what is going on with the association and executive at the time. They can always ring me, text me, throw a brick through my window with a note on it, whatever they need. I thank them for their patience through what has been a stressful quarter.

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

As above, don't have standing times but I catch up with them all the time to chat about whatever. This would be at least weekly in most instances. As far as I'm aware the relationships are good, please raise it awkwardly during this meeting if it isn't, I'm sure that would be fun for everyone.

4.11. 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 a good working relationship. I appreciate his support this year on a variety of issues, and his guidance and leadership on all things Māori. We held a potluck between our respective associations at the start of the semester, and are working together to advocate for a seat for the Tumuaki on the University Council. I look forward to this progressing.

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

Debbie and I meet regularly for varying lengths. I update her on the exec and she updates me on everything else. We maintain a good working relationship and I thank her for all her hard work so far this year.

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

I act as the supervisor for Debbie and have signed off her leave etc as needed. Following the completion of the strategic plan, Debbie's KPIs have been set and I thank everyone for their input on these. Given the short timeframe for the rest of the year, we now meet every 3 weeks to discuss progress towards these, before a 'soft-review' scheduled in November.

Thank you for your patience through this process Debbie, I look forward to receiving the operational plans.

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

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

Yeah dog, my girlfriend is always telling me to get off the phone. (this is as true as it was last quarter)

4.14. Perform the general duties of all Executive Officers.

This quarter general duties was my middle name. I've grilled (both in the argumentative sense and the BBQ sense), helped set up and pack down events, been to lots of meetings, you name it.

- 4.15. 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. My average hours have tracked at 42.96 hours per week for this quarter, slightly ahead of Q2. If thinking about work counted as work, I'd be at 168 a week.

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 no one has successfully coup'd me 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.

I've spent a few hours at Polling booths for the current OUSA Elections. I also helped with advertising, and proofing the Q&As for the referenda. I ran the Valid Voter BBQ, including set up, pick up and drop off of the BBQ (where I got to demonstrate my trailer backing skills)

- 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 all exec meetings, and chaired every executive meeting this quarter. I attended the NZUSA Conference in Wellington, organised and chaired the student voice hui, and have worked on exec campaigns.

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 brought to the attention of the CEO and FSO some issues with our budget for the year resulting from the commercial restructure. This expenditure could not be budgeted for 2024, however due to other savings in the executive budget this issue should be relatively minor. I have been working to tidy the executive budget for 2024 and identified some historic variances that can be remedied to ensure efficient and accurate budgeting.

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 believe I have done this. I want to thank Haki and Sepa for their support throughout the year with navigating Māori and Pacific spaces.

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

Absolutely have done. I definitely don't print as much as I could, I zoom rather than travel where possible, and I barely eat meat anymore.

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

This quarter I provided a large amount of tenancy advice to students at the University in my personal time. The amount of time spent double checking my information, proof reading contracts, or clarifying situations would be approximately 5 hours.

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. This is as true this quarter as it was last.

PART THREE: ATTENDANCE AND INVOLVEMENT IN OUSA AND UNIVERSITY COMMITTEES

I'm not going to list every meeting I have attended this semester, as this list would be absolutely excessive. It's been a lot, and I'm happy for anyone interested to look at my calendar! These are some of the new meetings I have attended outside the scope of normal work.

This quarter I interviewed candidates for the Manager Pastoral Care Code and the Deputy Vice-Chancellor Academic Role. There has also been a large

number of meetings for the Vice Chancellor Recruitment Panel, of which I am a member and have attended all but one.

We also had a meeting to negotiate and confirm the Compulsory Student Services Fee for 2024

PART FOUR: GOALS AND YOUR PROGRESS

Goal One: Improve OUSA Engagement.

New exec Instagram is getting good feedback, I hope this continues. Thanks Imogen. Not too much new has gone on here, as I thought we made good progress last quarter and have needed to focus on internal work and political lobbying this semester.

I have had a few people approach me to say hello, recognising me and the role who commented on the increased visibility of OUSA. The small things like the polling booth, having OUSA flags up at events, and wearing OUSA shirts while BBQing have helped too.

Goal Two: Make progress with a student bar.

To some of the outside, the decision for us to leave the Starters building on Clyde Street may look like a step back from this goal, however I believe it is the opposite. After new information came to light that the building was in an even worse state, it became clear that retaining that venue was untenable, and the likelihood of demolition was fading fast.

By moving on from the old starters building, we are able to come at the student bar problem with a new mindset which is exciting. I have asked the OUSA CEO to continue to work to find a suitable venue for a bar, and a potential new venue being scoped as I write this. I am confident we can get a new, better bar confirmed before my time in this role is up.

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

This quarter I have been working with POLSA to organise a Debate which is coming up next week. Alongside this, we held a candidate meet and greet which was the first event with all the candidates of the campaign period. This was very successful, and all the candidates who attended seemed to enjoy themselves.

I also emailed all the current parliamentary political parties about our election asks and asking them to commit to the policy commitments outlined in our political strategy. I attempted to get Christopher Luxon to hold a student forum like the one we held with

the Prime Minister, but this was turned down (notably the day after Michael Woodhouse pulled out of the National Party List). Work is ongoing.

I alongside various members of the exec have met with various MPs and candidates over the course of the election period.

I also attended the NZUSA No More Excuses campaign launch, and have been working with them to promote their policy asks for the general election. A video I did in conjunction with NZUSA was quite successful across Instagram and LinkedIn.

Goal Five: Stop the cuts!

Since we've achieved the UTSNZ funding, I've decided that this needs to be updated with the incredibly relevant goal of safeguarding students from the looming tertiary education crisis.

Since the last quarterly reports the government announced an additional \$128 Million over the next two years for the tertiary sector – resulting in an additional \$21 Million over 2 years for the University of Otago. Alongside this came the announcement of a review into how we fund higher education, which I am currently liaising with relevant parties on regarding scope and size.

Work has been ongoing internally to help students navigate the consultation process for cuts – I created a submissions template for students who want to have their say on the cuts, and facilitated a workshop for Science Communication students as well as sat in on a meeting between them and the PVC-Sciences.

I also spoke at a TEU forum on higher education funding, spoke with Penny Simmons, the national party tertiary education spokesperson, and am continuing to work to make this an election issue. We have made a hell of a lot more progress than I ever thought we would, big ups to everyone involved in this Mahi.

OUSA also wrote to the Minister of Education and TEC about their recent decision to recoup costs from TEOs that over predicted their enrolments, and I have been liaising with government on this issue.

PART FIVE: GENERAL

As last sem, I won't be listing all my meetings. Check my calendar if you really want. This quarter has been a whole lot of admin, and setting things up in motion. Working on KPIs and the letter of expectation for the advisory board consumed a large amount of time, as have my commitments with various university committees. As such, it's less to write about this semester (mainly because it's less exciting) but it's certainly not been less work.

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Ngā mihi,

Quintin Jane