Quintin David Jane

President

3rd Quarter Report 2023

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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 with media and spoken on behalf of OUSA at all relevant opportunities.

* 1. **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 OPSA. I have met with the Mayor of Dunedin Jules Radich on multiple occasions, and continue to liase with councillor and DCC staff on relevant student matters.

I continued to engage with MP Hon Dr David Clark at least monthly until he retired at the election. I have since met with his successor Hon Rachel Brooking with whom I have a close working relationship. I’ve also remained in contact with Penny Simmonds with whom I hope to meet once coalition negotiations have concluded.

This quarter I have worked closely with VUWSA and NZUSA to coordinate national campaigns and reform for NZUSA. I presented a plan for how I believe NZUSA needs to be reformed, and these concepts were workshopped at the recent NZUSA congress (their AGM equivalent) and received positively.

A contingent from OUSA attended the NZUSA congress in Wellington and liaised with students associations around the country on matters of interest, and worked to solidify our relationship with UCSA, AUTSA and AUSA which I hope Keegan will be able to expand upon in 2024. Here we discussed focusses for NZUSA in 2024 and hope to develop some complimentary strategic plans for the various students associations.

I also attended the SJS AGM while in wellington, and represented OUSA given our financial membership interests.

**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 again briefly at the SJS AGM. I hope that OPSA will return to NZUSA in the near future so OUSA has more regular contact with them.

* 1. **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 attended every meeting except 1 Vice-Chancellor selection panel meeting due to illness. I provided written feedback in place of my attendance and ensured I contributed on any concerns at a later meeting.

**4.4.2. University of Otago Senate;**

I have attended every senate meeting this quarter except one, owing to an appeals board meeting running overtime. I am glad to see senate being reinvigorated and hope to make use of this as a useful forum in the remainder of the year.

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

I sit on the NZUSA National Council and National Board. This has been a big quarter for engagement with NZUSA owing to the congress which was just held. We had 3 board meetings in the last quarter owing to staffing matters and a need to have a constitutional minimum of 5 for the year (board was slow to get off the ground)

I am pleased to see the progression of the reform initiatives within NZUSA and hope to continue to progress these with NZUSA from now into the future.

**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 was one CUAP meeting this quarter which I attended via zoom.

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

Congratulations once again 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. Debbie and I meet regularly to discuss financial matters.

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:**

* + 1. **University Union Limited; and;**

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

* + 1. **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. This will be happening at the policy committee meeting to be held on November 23rd*

* 1. **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.

* 1. **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. We had a standing weekly meeting with the OUSA marketing team which has since become ‘as needed’ owing to the slowdown of campaigns towards the end of the year. I also ensure I keep in touch with other departmental managers as required to ensure no one is left out of the loop.

**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 where a written update will serve best, such as the OUSA survey results and student focus groups for senior leadership recruitment.

* 1. **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. I thank the executive for their patience when the internal politics gets loaded.

* 1. **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. The general elections happened this quarter and I was pleased to see the high voter engagement on campus – we led 2 bbqs towards the election, one to encourage students to enrol to vote and one to ‘get out the vote’. These were perceived as successful by the electoral commission.

I also had an opinion piece published by the ODT on issues in student housing which I hope will serve as a reminder to landlords that students are not an endless source of cash.

**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 working relationship with all the mentioned roles above. 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. I note that exams this semester reduced the frequency with how regularly we caught up, given the increased time needed to focus on studying and graduating.

* 1. **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 above, exams did reduce how regularly we worked together.

* 1. **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. I enjoyed supporting Haki and Elisepa from UOPISA to meet with the chancellor to discuss Māori and Pacific student representation on council.

**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.

* 1. **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. We have met to check in on these and their progress. Debbies performance review will have happened by the time this report is received.

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

* 1. **Be available via cell phone at all practical times.**

Yeah dog, my girlfriend is always telling me to get off the phone. (some things never changed, 3rd time in the report bleshgo)

* 1. **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, and driven vans for drop for you. You name it, I’ve done it. I have also helped to pick up work from other executive members as workloads increased around exams.

* 1. **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 is to come, and will be completed before my time in office is over. My average hours have tracked at 42.34 hours per week for this quarter, slightly down on Q3. If thinking about work counted as work, I’d be at 168 a week.

**Part Two General Duties of all Executive Officers**

1. **General Duties of all Executive Officers**
   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.

* 1. **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 worked with the association secretary to run the by-election (and helped make sure they ran smoothly while she was on leave. I ran a Valid Voter BBQ, including set up, pick up and drop off of the BBQ and assisted with organisation of another.

* 1. **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 Congress in Wellington, and have worked on exec campaigns. I attended and helped organise the handover workshop.

**All Executive officers shall:**

* + 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 worked to ensure the budget for 2024 was accurate, and have identified savings where possible for 2023. I have tasked the FSO with simplying the budget coding for 2024.

**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.

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

This quarter I volunteered for drop for good, picking up and dropping off vans, and doing the collections on one of the days.

* + 1. **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! I don’t believe there were any new committees this quarter? I regularly liase directly with SLT on matters and these find their way to the necessary committees.

This quarter I have been working to set up student focus groups for the DVC-Māori and PVC-Health Sciences recruitment. I am on the appointment panel for the DVC-Māori and assisted in the shortlisting process.

**Part Four: Goals and your Progress**

**Goal One: Improve OUSA Engagement.**

While the OUSA survey showed that engagement with the executive was not up, satisfaction with us was up by 20%. I believe this is the first step in generating engagement so see this as a win.

Engagement with the survey was at it’s highest level ever, which is a huge achievement and shows our reach is growing once again post-covid.

Further work in 2024 will need to continue so this momentum isn’t lost, and that engagement with the executive specifically is increased. I am confident in the ability of Keegan and the 2024 exec to continue this progress.

Thank you to everyone who has engaged this year.

**Goal Two: Make progress with a student bar.**

Not much to update on last quarter as the progress is commercially sensitive. Progress is being made.

**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. This has not changed this quarter.

**Goal Four: Facilitate a Strong General Election Campaign**

This quarter we held our debate with POLSA which was very well received, despite the brief blip with a well-known transphobe which we promptly shut down. We also assisted generation vote with some marketing, and I assisted with wrangling MPs for Vote2023.

We ran a lot of BBQs and engaged students with the voting process. The valid voter campaign was very visible, kudos to the marketing team.

I alongside various members of the exec have met with various MPs and candidates over the course of the election period (I can’t remember dates so I’m just keeping this here).

I supported the mahi of NZUSA with their no more excuses campaign including through providing administrative support for some events they held in wellington. This campaign was well received across the country, and coupled with the work of individual students associations contributed to some major student centred policies getting picked up by many political parties (sadly fewer of them are now our government than we would’ve liked)

**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.

Work has been ongoing internally to help students navigate the consultation process for cuts – Alongside supporting individual departments there is ongoing work going on to improve the process and transparency. The university council is becoming increasingly more transparent, and I look forward to the introduction of the Vice Chancellors Staff and Student Advisory group.

While I can’t give too specific details, the future is looking brighter than it was 6 months ago. I am grateful for the efforts of everyone involved in this.

I met with Tim Fowler, CEO of the TEC alongside TTAP, VUWSA and NZUSA to express our concerns about their approach to funding. I had to leave the meeting early due to illness but I understand this was productive. I am currently working on a briefing to the incoming minister alongside VUWSA which will be passed on from NZUSA outlining our concerns with the tertiary sector, with a big focus on tertiary funding.

I have also been working with MPs that are likely to be in opposition over the next parliamentary term to ensure tertiary funding remains a core issue for parliament. The national party have signalled they aren’t 100% committed to retaining the higher education funding review, we will make sure that it stays.

**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 lot of wrapping things up, rounding things out, and consulting on various internal matters at the university.

It’s bittersweet writing this last quarterly report. I have absolutely loved this job, and will miss it terribly. OUSA is in safe hands with Keegan at the helm next year, and I am confident that she and the rest of the team will lead OUSA in the right direction next year.

Thank you to everyone who has been involves with anything we‘ve done this year, it’s been a hell of a year and it’s taken the collective actions of hundreds of us. I am grateful for the opportunity to have played the role I have this year.

A huge thank you to Donna Jones, without who this place would fall apart. You are an asset in every way imaginable, I wish I could bring you with me next year.

And finally, thank you to my lovely partner Tasmin for her support over the last year while I’ve been in this role. She’s done an incredible amount of work behind the scenes for me and OUSA – some would think she ran the show. Tasmin you are amazing and I am forever grateful for your support.

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Ngā mihi,

Quintin Jane