Telekalafi Likiliki

President of the University of Otago Pacific Islands Students’ Association (UOPISA)

2nd Quaterly Report 2024

Submitted: Tuesday 2nd July 2024 at 3:38pm

**Part One: Executive Officer position Description Duties**

* 1. **The University of Otago Pacific Islands Students Association President shall be a voting ex-officio member of the OUSA Executive.**

6.1.1 In the meetings that I have attended, I vote when things are presented to the association executive.

* 1. **The duties of the University of Otago Pacific Island Student Association President are outlined in the Memorandum of Understanding between the Otago University Students’ Association and the University of Otago Pacific Islands Students’ Association (UOPISA)**

1.2.2 The Memorandum of Understanding between the Otago University Students’ Association (OUSA) and the University of Otago Pacific Islands Students’ Association (UOPISA) has been met and passed.

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

1.3.1 See in Part 2.

**PART ONE: EXECUTIVE OFFICER POSITION DESCRIPTION DUTIES**

The President is the primary elected representative of members of UOPISA. The President will lead UOPISA in fulfilling its core functions and achieving its goals. This includes:

* 1. **Main spokesperson or representative for UOPISA**
		1. I have represented UOPISA at a few events such as:
		2. Monthly meetings with the University of Otago Pacific Leadership Group (PLG)
			1. The PLG meetings are for around-the-table discussions on current events, policy and updates with all the Pacific Deans for their various teaching disciplines.
		3. Otago Pacific President meetings (Standing Committee)
			1. These meetings are for around-the-table discussions with all the Pacific Presidents. This is a space where they can talk about current events or raise any issues that they may have.
		4. Monthly meetings with Vice Chancello, Helen Nicholson
			1. Meetings with the Acting Vice-Chancellor are for discussing what UOPISA has been doing and how the university can continue to support UOPISA. Helen has been a great mentor for me this quarter and I am grateful for her help and guidance
			2. We also have other meetings with the president of OUSA and TRM Tumuaki
		5. Senate
			1. Senate is the principle academic authority of the University and shall, subject to the powers reserved to the council by act of parliament, take such measures and act in such a manner as shall appear to it best calculated to promote the academic work to the University both in teaching and research and for the regulatin and superintendencee of the education of the students of the University.
		6. Meeting with Jo Orange Student Pastoral Care.
			1. I continue to meet with Jo and discuss how Student Pastoral Care can work with UOPISA this year.
			2. I have also helped Jo by providing input on the University of Otago Annual Attestation 2023 for the Pastoral Care of Tertiary and International Learners Code of Practice
		7. Chairperson for the Otago Cook Islands Student Association (OCISA)
		8. Attended two separate meet and greets with the new Vice-Chancellor, Grant Robertson.
			1. The first meet and greet was with the executive members of UOPISA, OUSA and TRM.
			2. The second meet and greet was with PLG.
		9. Was part of the OUSA Anzac Day service and preparation
		10. Was part of the DVC (External Engagement) Student Focus Group in April
		11. Attended the launch of the university’s new tohu, Ōtākou Whakaihu Waka
		12. Attended two of the graduation cerremonies in May
		13. Attended the 2024 Entrance Scholarship celebration
			1. This was to celebrate all Pacific students who got a scholarship.
		14. Attended and spoke at Professor Helen Nicholson's farewell
		15. Attended a practice for the Vice-Chancellor’s Welcome
		16. Met with Life Matters – Dunedin
			1. I met with Life Matters and had a chat about their services and what they provide for students. I then brought that information to Standing Committee as it is important to spread awareness about what they do for our Pacific students.
	2. **Chair and convener of executive and general meetings**

I have chaired all UOPISA meetings as well as the meetings for the standing committee.

* 1. **Chief representative and responsible for all internal and external relations**

I have attended majority of the Pacific Leadership Group meetings.

I have been in contact with UOPISA’s member associations through social media and in person. This quarter I have been able to meet a few presidents and had quick chats about how they are going with their presidential role.

* 1. **To establish and maintain our relationship with OUSA, Te Rōpū Māori and the University, where appropriate**

I have attended most of OUSA exec meetihngs for this quarter. This quarter I have missed a few meetings due to other commitments and also for some of my classes. I am grateful for the working relationship that I have with the OUSA president Keegan. I am able to have open and honest conversations with Keegan and also the OUSA executive. This space allows me to work in a comfortable environment and I am always looking forward to seeing everyone in the office.

I have maintained a great relationship with the Tumuaki of Te Rōpū Māori (TRM) Gemella. This quarter UOPISA were able to work together with TRM and plan an amasing event, ‘A Taste of Home’, where we shared kai with our Māori and Pacific students. The turn out for event was more than what we expected and I look forward to planning more events with TRM and Gemella in the near future.

* 1. **Establish and maintain relationships with external/internal stakeholders where appropriate**
1. Tagiilima Feleti (Manager of Pacific Islands Centre)
2. Dr. Rose Richards (Acting Director of Pacific Development Office)
3. Dr. Edmond Fehoko (Associate Dean Pacific Division of Sciences)
4. Dr. Michelle Schaaf (Associate Dean Pacific Division of Humanities)
5. Esmay Etuati (Associate Dean Pacific Otago Business School and Division of Commerce)
6. Dianne Sika-Paotonu (Associate Dean Pacific Health Science)
7. Tofilau Nina Kirifi-Alai (Manager Pacific External Engagement – Auckland)
8. Pacific Trust Otago

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

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

Still in progress

**2.1.1 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;**

I was able to be part of the Anzac Day service with OUSA.

**2.1.2 Assisting with elections and reference where appropriate**

N/A

**2.2 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 as most of the executive meetings that were in person. There are a few meetings that I have missed but I plan to continue attending future executive meetings.

**2.3 All Executive officers shall:**

**2.3.1 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 ensuriing they do not exceed budgeted expenditure;**

N/A

**2.3.2 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;**

N/A

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

N/A

**2.3.4 Every quarter undertale five hours of voluntary service which contributes to the local community;**

In the second quarter, I have been using my voluntary services to my Pacific community. I continue to work with my UOPISA executive and with the university to ensure that Pacific students voice are heard in all spaces while also mainting and fostering UOPISA’s relationship with the community.

**2.3.5 Regularly check and respond to all communications**

I regularly check and respond to all messages, calls and emails and I do this as soon as I am available. There have been times this quarter, however, where I did not communicate as frequently due to my education and external factors.

**Part Three: Attendance and involvement in OUSA and University Committees**

* + - 1. OUSA Executive Committee
			2. University Pacific Leadership Group (Student Representative)
			3. Senate
			4. Academic Committee

**Part Four: Goals and your Progress**

* + 1. To establish an office space for UOPISA

This quarter has been quite busy with meetings, events, and my studies, so I have not been able to contact people as much as I hope I would. However, I have been able to secure a meeting and I hope for the best until then. I also know that there is a lot of shuffling happening in the university and that finding a space for UOPISA will not be easy. In saying that, I am hopeful that UOPISA will have a space soon. I hope that if UOPISA does not find a space this year, that there is a potential space and will be opened for the new UOPISA executive next year.

* + 1. For a Pacific student seat on the University of Otago Council

After talking with the Acting Vice-Chancellor, Professor Helen Nicholson. I learned that this does not seem to be a reality at the moment. There are a lot of things that the university is sorting out at the moment and this will not happen this year. However, I do think that one day UOPISA will have a seat and I will continue to pass down what I know to the future president of UOPISA.

**Part Five: General**

* + - 1. Meeting with a few students about associations and answering their questions
			2. Providing a space for our member associations to promote their association to our Pacific students