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POSITION Welfare Officer
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PART ONE: CONSTITUTIONAL DUTIES

32.4 *Welfare Officer*

I've created a master plan for student welfare that covers issues that might arise in typical student life with the actions I am taking to achieve this. Areas I am working on include:

- Flating

A **happy living environment** is key so with the Student Support Centre I've organised a flat-swap to run alongside speed flatting. When flats go toxic, sometimes you can't fix it and it's best to just move. This way, people can move flats without the risk that no-one will fill their room!

A house **that meets the minimum standards of living** is also crucial to student welfare. I came up with the idea that flats should be licensed like restaurants which I've talked about at WelCom and Harriet in turn discussed this with the Vice Chancellor so watch this space for next semester! I've also been involved in the planning for S2 Flating Campaign which will involve door knocking to distribute signs. Each sign will include an OUSA branded "flat taken" notice on the back. We will also be distributing individual leases at this time. Ideally I would like to see the Accommodation Office commit to making it compulsory for flats to have a star rating before they are allowed on the official flat list so I will work on this next semester. Rather than holding Landlord of the Year and the Home and Garden Awards, this year we will merge be merging the two to find Dunedin's Next Top Flat (title in progress) with prizes for best/worst flat, best/worst landlord. The latter two have been added as apparently in prior years there has been a huge response from members with stories about bad landlords/flats, plus this will highlight just how bad flats really are.

- Health

Hygeine was the first, covered by buckets last semester. We handed out the last of these at the two Bottle Buy Backs held this Quarter (thank goodness). **Good nutrition** is also an important of staying healthy. I am planning a cook book campaign next semester which will be the equivalent of the S1 Bucket Campaign to give students a few more options of quick and easy meals for the second semester. If this campaign is successful, SSC may use this instead of the flatting magazine in future years as it will be in book form as opposed to a magazine so hopefully it will be less likely to be thrown away! I've also given feedback on the depression support group for students and helped with Healthy Lifestyles Week (more on that later).

- On Campus

Feeling accepted was one of the things one my list which Ros covered with her fantastic campaign. Being able to **get home safely** is another priority. About a month ago in town I called Campus Watch for a poor girl who was rather intoxicated in town but then realised that most students probably don't realise you can do this. So basically, I want to bring back the Vommit Commet! We used to all have the number for this in our phones but

it seems the name has been phased out. The Campus Cop informed me that an upgraded version of this vehicle is still in use so I will be looking into a way to let students know they can call this number if someone is too intoxicated. I've also discussed this with SSC and Harriet so watch this space.

PART TWO: EXECUTIVE OFFICER POSITION DESCRIPTION DUTIES

2.0 GENERAL DUTIES

2.1 I have assisted with:

Acting as a harassment contact has not been necessary but in preparation for **Are You Ok?** in S2 I've applied to ALAC to fund volunteers to expand this campaign (with the help of Laura and Tania – thank-you!!!). It required screeds of writing including but not limited to a summary of the proposal, the rationale for the project, background info, objectives-activities-actions-milestones-deliverables-expected outcomes, a project outline, key stakeholders, impact measures, risks, evaluation, project schedule, project costs. Rather repetitive...! Anyway, we just found out today that they like our proposal and it has been accepted, yay! Getting to this point required a series of meetings about the campaign. In short the project covers training the volunteers (NZQA first aid training session, alcohol-specific training and the Are You Ok? training itself – these people will be super prepared for anything that might go wrong which will be great!), running the campaign on each night and then rewarding volunteers.

For **elections** I wrote the memo to the Executive to set dates then over the election period I manned voting booth in the Link for two hours.

2.1 I've been available for/helped with the following:

Exec meetings: I attended almost all Exec meetings. Exceptions were when I had an exam the following morning and when I was away sick. I always read the agenda prior to each meeting and have a list of key points/issues/questions prepared when necessary on items that I'm concerned about.

Conference: N/A although have offered to help with organising the July conference

National and local campaigns:

- Healthy Life Styles Week (HLW): I liaised with Kitty to give input on events and to ensure Exec were involved with the week. I put forward the idea of free classes (i.e. Zumba) and created a big roster on the whiteboard then heckled Exec members to fill in when they could help through a series of emails/calls. For the week itself, I went up to Swimming Sports helping with the timing and running results. The people involved seemed to have a really great time! Congrats to Events for putting on an excellent evening, I especially enjoyed the chants ripping other halls out - hilarious! I also scooted around the Uni course for the crazy bikes thing on the Wednesday.
- Fair Trade My Uni: John, Ros and I worked together to ensure OUSA's contribution to Fair Trade Fortnight happened. We had a series of meetings where it was decided that a coffee grind and a film screening would take place. We had a list of emails collected at earlier Fair Trade events. Ros typed these up then I uploaded them into our database on Mail Chimp. John wrote content for a newsletter and I created the template with a design I'd organised from Zina. "Fair Comment" was then sent out to inform

members of what was going on. On the day itself Ros and I collected the grinder in the morning (it was heavy!) then I helped with the grind in the afternoon. This was a huge success with big lines – would definitely recommend running this again!

- Bottle Buy Back (BBB): I ran two Bottle Buy Backs this quarter. This involved organising the bins, contacting Critic, sorting out coinage then setting up and manning the stall for up to four hours each day. Unfortunately we had terrible weather for both. On the bright side I had 15 mins of fame with Ch9 talking about BBB, yuss. The second one was more successful as it was promoted as part of HLW. I would recommend doing this again in the future and perhaps holding the first one earlier in the year (say in the second week of Orientation to collect empties).
- Thursdays in Black: I helped Shonelle with organising this. I attended the meeting to give input, organised the balloons/helium and suggested a few media contacts who might be interested in running a story. Then I showed up on the day for the release. Congrats Shonelle for great coverage in the ODT and on Ch9!
- Gardies Farewell: After reading about the DCC Councillors voting to do nothing about this in the ODT I approached Harriet and suggested we send an email thanking those who voted for it (to let them know that we are keeping an eye on their decisions!). I wrote a thank-you email for Harriet to send around. A media release was also sent. To do something proactive about this, I attended the North Dunedin Working Party meeting with Harriet, Tania and Vanessa at the DCC where I spoke about my concerns especially around the amount of international media who would be in town for the night and the consequences of this. I also walked Castle/Howe and Leith Streets for several hours with the Campus Cop Max Hardy to let students know that there would be a rubbish collection on the Friday prior, that busses would be running to town on the nights and that a Farewell Pub Crawl had been planned for the Saturday. A huge thanks to Harriet for organising all this - without you as President who knows what might have happened!!!
- Study Specials: I checked with the Union what specials they could offer to our members (discounted hot-chocs, free fruit) and then checked with Club's and Soc's (initially nothing but then later that week a whole bunch). Then I contacted Southern Taxi's to set up the \$2 Taxis and liased with Zina for a new poster to be designed and with Events to place it on the bollards. After reading what VUWSA does over exam time I decided to look into copying the breakfast idea as a trial to see whether students would use this service. I emailed WelCom to see what they thought (yes) and then got onto organising it. Surprisingly the Gazebo is used for exams (who knew?!) so breakfasts had to be relocated to the back room of the SSC. This made far more sense as then staff could help. The breakfasts required two separate shopping trips (students were hungry). These ran for four days and were fairly successful considering it was barely publicised and just a trial! Around 20-40 students attended each day. In future I recommend starting at 8.30am to coincide with the starting time of SSC staff plus students didn't arrive till then as they were probably too busy securing a place in the library at 8am. I also informed Critic of these specials.
- Exam Packs: I wrote a proposal for these months in advance so that we would avoid the pitfalls of prior years (i.e. not having much to put in the packs) and gave this to Planet Media. Despite being assured that they would be able to help, after following this up several times it became apparent that nothing was going to happen. I wrote a proposal to the Exec to fund printing and fortune cookies to fill packs. Once this was approved, I collected "fortunes" (jokes, quotes etc) to go inside each one and placed the order. Then, to inform members of exam specials Zina kindly designed stickers with the 'Stress-free

Study Specials' on them and tidied up the Exam Info sheet (thanks Tania for writing this!) which let members know important exam info. Once the cookies arrived I stickered them and packed about 250 packs (OUSA bag, OUSA pen, cookie, info sheet). Steph, Malia and Shonelle helped pack the remaining 250 the following day (thank-you!!) and we handed them out. In prior years we'd only packed around 200 meaning we only got half way around the first floor of the library. This time however, we got all around the first and second floors! In future I would recommend only doing pens, info sheets and cookies – putting the rubber-band around and packaging it all up was rather time-consuming.

- SGM: Due to unforeseen circumstances I was not able to attend the SGM however I did circulate an email to the Exec on the morning supporting Harriet's motions. Fiona then turned this into a blog post for the Exec Blog.

2.1.1 I've maintained control of my **budget line**

I read each budget report closely to check money is being charged under the right lines, and have queried this with Natasha a couple of times to double check. All turned out to be fine. The idea of running a free study breakfast occurred to me just the week before exams were set to start. This meant unfortunately it was not included in my budget at the start of the year so it will come under the Welfare 'general expenses' line. The main thing is that I'm under budget over-all, tick.

6.0 DUTIES OF THE WELFARE OFFICER

6.1 No need to assume powers of the President this quarter as Harriet, James and Steph still have not been absent at the same time.

6.2 I've chaired meetings of the **Welfare Committee**.

At the beginning of this quarter WelCom ran fairly smoothly every second week however as people became busier meetings have been held with less frequency (i.e. nearing exam time). The usual format has a general update on what each Welfare Rep has been working on and then we discuss any issues. Important issues this quarter include the Alcohol Policy, the Student Hardship Fund and smoking.

6.3 I've been a member of **internal committees** including:

- Standing Committee
- Promotions Committee: N/A The format for this committee was inefficient and so has been discontinued and replaced with 15min meetings.
- Campaigns Committee: Has not met.
- Fair Trade Steering Committee: See above.
- Environment Committee: Given feedback for this Committee to consider.
- EduCom: I've attended several hours worth of EduCom where I've raised issues including the overcrowding of lab's in certain science classes, percentage weightings for the amount of time assignments require and the exam recount process,

6.4 There are no welfare related University Committees!

I have emailed David Richardson is also not happy about the Student Services Committee being reduced to just one person . I look forward to helping with a review of this soon. I'm still unsure whether there are any other welfare-related committees.

- 6.5 I am in regular contact with all Welfare Reps. Specifically I've have discussed:
- Art: International students and the culture shock, their acceptance into restricted entry courses and asked about any help he needs with the upcoming cultural night and food fest.
 - Ros: We've discussed getting Unisex signage on toilets around campus (I forgot to tell you the Law Library now has Unisex signs!)
 - Shonelle: Women's Week, TiB and changes to ACC
 - Malia: The Fijian Medai Decree and whether the OUSA needs a stance on it
 - Ariana: Te Wiki O Te Reo Maori and getting signs for basic words put up around campus

The Rest :

As per Part One and Section 2.2 of Part Two, I am actively seeking to inform the students of issues relating to their welfare. I also raised the issue of the University's Hardship Fund being decided on by just one accountant during budget-adjusting. As a result the motion was moved to allocate money to an OUSA Student Hardship Fund to be administered by the SSC. I've discussed the Terms of Reference for this in-depth with Dan (thanks!) and these will be at an Exec meeting soon.

I have a good relationship with OUSA staff and enjoy working with them on welfare-related issues (i.e. Are You Ok?, study breakfasts etc). I've maintained a good working relationship with the University. I've met with the Campus Cop and have been in email contact with David Richardson, the Director of Student Services.

I have not had a huge about to do with other community organisations/affiliated clubs/halls of residence this quarter as there has not been a pressing need. I did move the motion to donate \$1,000 to the Community Law Centre and I did inform PHS of the cervical cancer campaign OUSA ran on campus last year.

I am available via cellular phone at all practical times and have certainly worked a minimum of 20-hours per week this quarter although some weeks are way over and others slightly under.

PART THREE: GENERAL

- I attended one Senate meeting where the closure of Design was voted on. In preparation for this meeting I created the Survey Monkey poll to collect input from members over this decision. Over 200 responses were received and Harriet summed these up when she addressed the meeting.
- I am the student representative on the Student Administration Review. For this I collected feedback and suggested SSC put in a submission as they mentioned a few issues. This Review requires three full days of meeting (8.30am-5.30pm) along with a pre-review meeting, a dinner and a **tonne** of reading material!
- I wrote a submission for the Recreation Review
- Attended the Library Student Liason Committee where I gave input on the silent floor of the Science Library and over-flowing rubbish bins.
- 500+ emails containing feedback/ides on everything, from FEC to the oil-spill, eek!