



TASMANIAN UNIVERSITY STUDENT ASSOCIATION  
BOARD OF MANAGEMENT  
MINUTES

For the meeting of the TUU Board of Management held on  
**Monday 1st February 2021 at 5:30pm**  
via ZOOM video conference and Hobart Boardroom, TUSA Building, Sandy Bay

SECTION 1 – INTRODUCTORY ITEMS

**1.1. IN-CAMERA SESSION (as needed)**

Not required.

**1.2. WELCOME**

The Chair welcomed attendees to the meeting.

**1.3. PRESENT**

David Bartlett, Braydon Broad, Sam Gorringe (General Manager), Rikki Mawad, Sharifah Syed-Rohan, Sophie Crothers, Tyson Wienker, Penny Ratcliffe, Jen Newman

**1.4. APOLOGIES**

Rob Meredith

**1.5. ABSENT**

Nil.

**1.6. OBSERVERS**

Nil.

**1.7. CONFLICTS OF INTEREST**

Board members are reminded of the requirements of clause 6 of the TUU's Conflict of Interest Policy (instituted on 28 November 2019) which requires members to identify and disclose any conflicts of interest including gifts.

The Chair reiterated his potential conflict of interest with his company signing a lease with the University of Tasmania that includes contracted KPIs around student outcomes.

TASMANIAN UNIVERSITY STUDENT ASSOCIATION  
BOARD OF MANAGEMENT  
MINUTES

SECTION 2 – MINUTES AND MATTERS ARISING

**2.1 AMENDMENTS**

No amendments were raised.

**2.2 MINUTES**

2.2.1 TUU Board of Management Meeting

**Motion**      **Moved:** S Crothers    **Seconded:** B Broad that the minutes of the meeting of the TUU Board of Management held on **30.11.2020** be accepted as a true and accurate record of the proceedings of that meeting.  
**Carried.**

2.2.2 TUU Board of Management Meeting Minutes Online

**Motion**      **Moved:** S Crothers    **Seconded:** B Broad that the minutes of **30.11.20** meeting are approved to go online, withholding appendices and any sensitive discussions.  
**Carried.**

**2.3 MATTERS ARISING FROM PREVIOUS MEETINGS**

No matters arising raised.

SECTION 3 – CORRESPONDENCE

**3.1 INWARD CORRESPONDENCE**

Nil.

**3.2 OUTWARD CORRESPONDENCE**

3.2.1 Letter to Vice-Chancellor

This letter was a follow up of the meeting with the Vice Chancellor. It outlined agreed outcomes and how they may be put into practice.

3.2.2 Letter to Secretary of the Labor Society

Discussion was had about the Labour Society. The Society is holding a meeting tonight in an attempt to resolve the issue.

TASMANIAN UNIVERSITY STUDENT ASSOCIATION  
BOARD OF MANAGEMENT  
MINUTES

## SECTION 4 – MATTERS FOR DISCUSSION

### **4.1 Operational Planning Workshop Outcomes**

There was reflection on the sessions and how the process looked at issues such as how the outcomes fit with the existing strategy, other similar organisations and national focus and in context of the university. There was consensus on the value of holding the workshop.

### **4.2 and 4.3 2021 Draft Budget and 2021 Funding Recommendations Paper**

The draft budget projects a shortfall of about \$700K, and while there might be some more changes it is probably a realistic forecast. This is in line with the strategic decision made to grow and deliver the services to our constitutions. The development of the financial framework that underpins this budget will assist into the future to set targets and make decisions on financial sustainability.

The Chair of the Financial, Audit and Risk Committee talked through the report and the Financial Recommendations Paper that had been circulated to the board.

**Motion**      **Moved:** J Newman    **Seconded:** R Mawad      that the draft 2021 Budget is noted and the recommendations in the Financial Recommendations Paper are agreed.  
**Carried.**

### **4.4 TUSA Launch Campaign Plans**

There was discussion on the proposed campaign, and feedback that may arise during implementation. Physical signage will also be extended through the northern campus. Final costings will be received prior to final decisions being made. The location of the move into the city was also noted as relevant.  
The paper was noted.

### **4.5 BoM Administrative Management Software Report**

TASMANIAN UNIVERSITY STUDENT ASSOCIATION  
BOARD OF MANAGEMENT  
MINUTES

It was resolved to defer this discussion to the next meeting when the author can discuss the options with the board and the current resource commitment can be better quantified.

## SECTION 5 – MATTERS FOR NOTING

### **5.1 General Managers Report**

The student legal service is on track to deliver the service this year and it has attracted a lot of support.

The report was noted.

### **5.2 State President Report**

The new year and working with new representatives and student issues has been busy.

The report was noted.

### **5.3 Workplace Health & Safety Report**

The report was noted.

### **5.5 Finance Report (Spotlight Report)**

The report was discussed. It was raised that it might be useful to have more information on the change from projected to actual budget outcomes in the future. It was noted that the financial outcome achieved was strong given previous projections.

The report was noted.

### **5.6 Policies for Approval**

5.6.1 Grievance & Complaint's Handling

5.6.2 Discipline & Termination Policy

Any editing or detail feedback can go directly to the General Manager. Process flow charts are referenced in the policy but were not included in the meeting documents.

The policies are taken as approved and the flow charts will be circulated with the next board papers.



TASMANIAN UNIVERSITY STUDENT ASSOCIATION  
BOARD OF MANAGEMENT  
MINUTES

SECTION 6 – GENERAL BUSINESS

**6.1 Board Pack Dissemination**

The timing of the distribution of the board papers was discussed. It was resolved that the board papers will be circulated a week prior to the meeting where possible.

Meeting Closed: **6:40pm**

Next Meeting: **Monday 22<sup>nd</sup> February**