

**TASMANIAN UNIVERSITY STUDENT ASSOCIATION
Board of Management
AGENDA**

For the meeting of the TUSA Board of Management to be held on
Monday 22nd 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)

A brief in-camera session was held.

1.2 ACKNOWLEDGEMENT TO COUNTRY

We pay our respects to elders past and present, to the many Aboriginal people that did not make elder status, and to the Tasmanian Aboriginal community that continue to care for Country. We recognise a history of truth which acknowledges the impacts of invasion and colonisation upon Aboriginal people resulting in the genocide and forcible removal from their lands. Our Island is deeply unique, with spectacular landscapes with our cities and towns surrounded by bushland, wilderness, mountain ranges and beaches. We stand for a future that profoundly respects and acknowledges Aboriginal perspectives, culture, language and history; and a continued effort to fight for Aboriginal justice and rights paving the way for a strong future.

1.3 WELCOME

D. Bartlett welcomed the meeting attendees and congratulated the staff and student representatives of organisation on the launch of the new TUSA brand.

1.4 PRESENT

D. Bartlett, J. Newman, B. Broad, R. Meredith, T. Wienker. P. Ratcliffe.

1.5 APOLOGIES

R. Mawad, S. Crothers, S. Syed-Reid.

1.6 ABSENT

1.7 STAFF, GUESTS & OBSERVERS

S. Gorringe (General Manager), T. Lippis (minute taker), E. Kleiner R. Whitehead (attended for the first part of item 4.1 to speak to the auditor's report).

**TASMANIAN UNIVERSITY STUDENT ASSOCIATION
Board of Management
AGENDA**

1.8 CONFLICTS OF INTEREST

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

R. Meredith raised a potential conflict of interest, as his business sometimes performs work for the University.

SECTION 2 – MINUTES AND MATTERS ARISING**2.1 AMENDMENTS****2.2 MINUTES**

2.2.1 TUU Board of Management Meeting

APPENDIX A**Motion**

Moved: B. Broad Seconded: J. Newman that the minutes of the meeting of the TUU Board of Management held on **01.02.21** 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: B. Broad Seconded: J. Newman that the minutes of **01.02.21** meeting are approved to go online, withholding appendices and any sensitive discussions.

CARRIED**2.3 MATTERS ARISING FROM PREVIOUS MEETINGS**

Circulate actions register following meeting.

SECTION 3 – CORRESPONDENCE**3.1 INWARD CORRESPONDENCE**

3.1.1 Letter from the Vice Chancellor

APPENDIX B

Letter taken as read. B. Broad summarised progress made on matters raised in the letter to the VC. SSAF transparency still a point for investigation. B. Broad explained the outline of presentations made to the University. Structure, strategy, culture and brand were the main points to be delivered, as well as some discussion re: partnership enablers.

**TASMANIAN UNIVERSITY STUDENT ASSOCIATION
Board of Management
AGENDA**

Checkboxes on enrolment forms for consent to contact by the TUSA has not yet been implemented.

3.2 OUTWARD CORRESPONDENCE

Nil

SECTION 4 – MATTERS FOR DISCUSSION

4.1 TUSA Audit Report

R. Whitehead briefly summarised the audit report findings and indicated the audit process has been completed. Some misstatements were identified and corrected, and one Low Risk finding was identified and remedied.

R. Whitehead expressed appreciation toward the TUU staff and management for support during the audit.

There was discussion about the need for TUSA to undertake the audit through the Tasmanian Audit Office. Is it a formal requirement or is it possible to select an auditor more in line with the size and risk of the organisation? **T. Wienker to investigate this matter.**

4.2 BoM Administrative Management Software Report

APPENDIX C

The report was discussed and noted. Decision as to purchase the software to be made by management. BoM to decide at a later date whether they wish to introduce it, once pilot has taken place within operations committees. Will not require budgetary approval by BoM unless budgetary adjustments are required.

To be piloted on a smaller sub-committee to begin with.

SECTION 5 – MATTERS FOR NOTING

5.1 General Managers Report

APPENDIX D

Report taken as read. S. Gorringe highlighted several points from the report. Return to campus and SLS progressing well. P. Ratcliffe congratulated B. Broad and S. Gorringe regarding the rebrand presentation given to the University.

5.2 State President's Report

APPENDIX E

Report taken as read. B. Broad noted that collaboration between the TUSA and University has been excellent recently and highlighted several occasions.

**TASMANIAN UNIVERSITY STUDENT ASSOCIATION
Board of Management
AGENDA**

5.3 Workplace Health & Safety Report

APPENDIX F

Report noted.

5.4 Finance Report (Spotlight Report)

Report taken as read. E. Kleiner briefly summarised the report. Raised the 'unrealised gains and losses' are still present in the Spotlight report and reflected that it was decided to remove from the report. Efi expressed she was unsure if this could be removed from the report and noted that its removal will not present the correct figures. Agreed to explore further and respond at next meeting.

5.5 Policies for Approval

5.1.1 Grievance Handling Flowchart

APPENDIX G

Process noted.

5.1.2 Discipline & Termination Process Flowchart

APPENDIX H

Process noted.

SECTION 6 – GENERAL BUSNIESS

6.1 Rebrand Feedback

Chair requested if there had been feedback on the TUSA Rebrand project from staff and students. Several examples were raised. Indicated that those familiar with the TUSA previously were generally in support of the change. D. Bartlett notes the rebrand was very well implemented.

R. Meredith congratulated the progress S. Goringe, B. Broad and the staff and student representatives have made in the past months.

Meeting Closed: **6:36pm**

Next Meeting: **29th March 2021**