

**TASMANIAN UNIVERSITY STUDENT ASSOCIATION  
TUSA State Council  
MINUTES**

For the meeting of the TUSA State Council to be held at  
**April 3<sup>rd</sup> 2024 at 4PM AEST**  
at the TUSA Building Boardroom, Sandy Bay TAS [with zoom access].

**Chair: L McLaren**

**Meeting opened: 4:04pm**

#	ITEM	APPENDIX	TIME EST
1.	<b>INTRODUCTORY ITEMS</b>		5 mins
	<b>1.1 ACKNOWLEDGEMENT OF COUNTRY</b> M Douglass <ul style="list-style-type: none"> <li>• Good afternoon everyone. Today we are gathered here virtually but are all physically located in various places around the country.</li> <li>• I am coming to you from the Gadigal land, one of the 29 separate and distinct clans that make up the Eora nation. Gadigal land traverses Sydney Harbour, east to South Head, and inland to what is today called Petersham and south to the Alexandra Canal and the Cooks River.</li> <li>• The Eora Nation spans from Parramatta in the west, to Port Jackson in the east, and the Hawkesbury River in the north.</li> <li>• I pay my respect to all Indigenous elders past present and emerging. I acknowledge and thank them for their continuing and ongoing custodianship of the sacred land on which we meet today. May this acknowledgement serve as a small piece in the ongoing and long journey together towards reconciliation.</li> </ul>		
	<b>1.2 ACKNOWLEDGEMENT OF LIVED EXPERIENCE</b> M Warrington		

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<p><i>We would also like to acknowledge that everyone in this meeting today, has their own personal lived experience they bring to discussion. We as a committee respect and value every individual member's lived experience and will take that into consideration during our discussions.</i></p>		
<p><b>1.2 WELCOME</b> Chair – L McLaren</p>		
<p><b>1.3 ATTENDANCE</b> L McLaren, M Warrington, J Oates Pryor, M Douglass, SY Yu, K Lertsinpakdee, L Johnson</p>		
<p><b>1.4 APOLOGIES</b></p>		
<p><b>1.5 ABSENT</b> E Alsop</p>		
<p><b>1.6 GUESTS &amp; OBSERVERS</b> Executive Assistant – C Harris Student Advocate – A Lamont</p>		
<p><b>1.7 CONFLICTS OF INTEREST</b> State Council members are 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.</p>		
<p><b>2. MINUTES AND MATTERS ARISING</b></p>		<b>5 mins</b>
<p><b>2.1 AMENDMENTS</b></p>		
<p><b>2.2 MINUTES OF THE PREVIOUS MEETING</b> <u>Motion:</u> That the minutes of the TUSA State Council meeting held on <b>March 6<sup>th</sup> 2024</b> be accepted as a true and accurate record of</p>	<b>APPENDIX A</b>	



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	<ul style="list-style-type: none"> <li>Academic integrity was the biggest issue (with general issues overlapping with academic integrity numbers), but financial issues were still a primary concern.</li> <li>There is concern that there may be students struggling with financial issues who do not feel comfortable coming forward and asking for assistance when they need it.</li> </ul>		
<b>5.</b>	<b>COUNCIL REPORTS</b>		<b>10 mins</b>
	<b>5.1 PRESIDENT</b> L McLaren <ul style="list-style-type: none"> <li>Report taken as read.</li> </ul>	<b>APPENDIX C</b>	
	<b>5.2 EQUITY PRESIDENT</b> M Warrington <ul style="list-style-type: none"> <li>Report taken as read.</li> <li>The State Council enquired as to what M Warrington sees as the next steps now Equity Committee PD's are complete. <ul style="list-style-type: none"> <li>The next step is to find potential candidates for the positions – promoting the positions &amp; giving applicants a place to find all the information and apply.</li> </ul> </li> <li>The State Council enquired as to the decision on the definition of 'distance' for the Distance/Online officer. <ul style="list-style-type: none"> <li>Distance was defined here as a student enrolled as distance/online who wants to be involved.</li> </ul> </li> </ul>	<b>APPENDIX D</b>	
	<b>5.3 CAMPUS PRESIDENT – SOUTH</b> J Oates Pryor <ul style="list-style-type: none"> <li>Report taken as read.</li> </ul>	<b>APPENDIX E</b>	
	<b>5.4 CAMPUS PRESIDENT – NORTH</b> E Alsop <ul style="list-style-type: none"> <li>Report taken as read in absentia.</li> <li>The State Council enquired about how things are progressing with Mike Baird regarding North improvements.</li> </ul>	<b>APPENDIX F</b>	

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<ul style="list-style-type: none"> <li>○ Mike Baird suggested holding a Q&amp;A to get ideas from students and inform them of what campus services are there for.</li> <li>○ Success in implementing two restricted mobility parks, which had previously been replaced with an e-charging space.</li> <li>● The State Council requested an update on LGBTQIA+ room in the North. <ul style="list-style-type: none"> <li>○ The LGBTQIA+ room will have its grand opening on May 16 (in conjunction with IDAHOBIT). Stall holders (such as Working It Out &amp; Headspace) will be present, as well as some clubs &amp; societies. The opening will be attended by both E Alsop and M Warrington.</li> </ul> </li> </ul>		
<p><b>5.5 CAMPUS PRESIDENT – CRADLE COAST</b></p> <p>L Johnson</p> <ul style="list-style-type: none"> <li>● Report taken as read.</li> <li>● M Warrington noted that it can be difficult for people with disabilities and long-term health conditions to connect. It is important to ensure that Cradle Coast Ball is accessible. <ul style="list-style-type: none"> <li>○ One of the main focuses is accessibility in all ways.</li> </ul> </li> <li>● The State Council requested a funding update regarding the Cradle Coast Ball. <ul style="list-style-type: none"> <li>○ Staff have a lot of items already (decorations, etc.)</li> <li>○ Low ticket price will help cover catering cost, and the building will hopefully be either cheap or free.</li> <li>○ Also considering looking into whether any grants are available to help cover costs.</li> </ul> </li> <li>● Enquired about campus life after departure of Cradle Communities leader.</li> </ul>	<b>APPENDIX G</b>	

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<ul style="list-style-type: none"> <li>○ No noticeable drop in campus life yet, but could drop off in coming weeks. Distance students likely more impacted by this.</li> </ul>		
<p><b>5.6 CAMPUS PRESIDENT – ROZELLE</b> M Douglass</p> <ul style="list-style-type: none"> <li>• Report taken as read.</li> </ul>	APPENDIX H	
<p><b>5.7 EDUCATION PRESIDENT (UG)</b> K Lertsinpakdee</p> <ul style="list-style-type: none"> <li>• State Council enquired about the articulation of agreement for TasTAFE attended by K Lertsinpakdee – how does this relate to UTAS? <ul style="list-style-type: none"> <li>○ UTAS teaches some TAFE courses &amp; creates pathways for TAFE students into further study.</li> <li>○ Attended as it was a ULTC update.</li> <li>○ TAFE students do not have formal representation like the State Council, meaning it is something for the State Council to be aware of.</li> </ul> </li> </ul> <p><b><u>PREAMBLE:</u></b> In a world where our student association is funded properly, we would have the capacity to employ an Executive Assistant (EA) full-time. The unfortunate reality is that our organisation is under-resourced, under-staffed and, as a result, we only have our precious Chloe for 10 hours per week. To meet our goals in the strategies we have agreed upon, I believe it would be best if our EA were to collaborate with us on the creation of handover resources instead of having to chase us up for our monthly obligation, the State Council reports.</p> <p><b><u>MOTION:</u></b> that State Council agree for access to the monthly meeting folder be restricted after the report submission deadline. If your report isn't uploaded by the deadline, then it will need to be circulated as per guidelines.</p>	APPENDIX I	

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<p><b><u>MOVED:</u></b> K Lertsinpakdee    <b><u>SECONDED:</u></b> M Douglass Passed with no abstentions.</p>		
<p><b>5.8 EDUCATION PRESIDENT (PG)</b> SY Yu</p> <ul style="list-style-type: none"> <li>• Report taken as read.</li> <li>• State Council requested a research access plans (RAP) update. <ul style="list-style-type: none"> <li>○ Ideally to be active for semester 2 2024.</li> <li>○ There needs to be a separation of people's health and medical details from their supervisors and other teaching staff (keeping this information confidential).</li> <li>○ Staff only receive the necessary adjustments, not the medical details.</li> </ul> </li> </ul>	APPENDIX J	
<p><b>5.9 Projects Register</b> C Harris</p> <ul style="list-style-type: none"> <li>• For discussion of items for update/creation in project register</li> </ul>	VERBAL ONLY	
<p><b>6. ITEMS FOR DISCUSSION</b></p>		40 mins
<p><b>6.1 Key Messaging Document</b> L McLaren</p> <p><u>Motion:</u> that the key messaging document for April 2024 be accepted for publication, with the removal of item 8.</p> <p><b><u>Moved:</u></b> L McLaren            <b><u>Seconded:</u></b> J Oates Pryor</p> <p><b>ACTION ITEM:</b> L McLaren to investigate new format for key messaging document.</p>	APPENDIX K	
<p><b>6.2 Academic Senate Report</b></p>	VERBAL ONLY	

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<p>J Oates Pryor</p> <ul style="list-style-type: none"> <li>• Minutes for this meeting are accessible via SharePoint through UTAS.</li> <li>• Israel-Palestine statement mentioned by State Council at the meeting. Multiple positive pieces of feedback were received, and the statement was circulated after the meeting.</li> <li>• Accords seen as an opportunity to “change the educational universe”.</li> <li>• Special consideration applications also discussed – review of current practices to be given in coming months. <ul style="list-style-type: none"> <li>○ Discussion of special consideration and special circumstances, and the lack of distinction between their applications.</li> </ul> </li> </ul>		
<p><b>6.3 TUSA Governance Committee Report</b></p> <p>K Lertsinpakdee</p> <ul style="list-style-type: none"> <li>• The focus was discussion of Board Charter.</li> <li>• A constitutional review was also suggested.</li> <li>• Discussion of the appetite for change within Students as Partners (SaP) discussions.</li> <li>• Mention of inviting SC into governance meetings. <ul style="list-style-type: none"> <li>○ SC can attend any governance committee meeting as an observer</li> <li>○ This led to discussion around the importance of SC members knowing what is going on across meetings to be as effective as possible, as well as to increase accountability.</li> </ul> </li> </ul> <p><b>ACTION ITEM:</b> constitutional review on next State Council agenda.</p>	<b>VERBAL ONLY</b>	
<p><b>6.4 University Learning &amp; Teaching Committee Report</b></p> <p>S Yu</p> <ul style="list-style-type: none"> <li>• Three main points from meeting: <ul style="list-style-type: none"> <li>○ Focus on enhancing graduate capabilities post-graduation.</li> </ul> </li> </ul>	<b>VERBAL ONLY</b>	



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	<ul style="list-style-type: none"> <li>○ Education makes difference digital plan – due to financial requirements, may or may not be used</li> <li>○ Build relationships with TasTAFE and Hydro Tasmania.</li> <li>● Focus on improvement of unit and course structures from a student perspective. However, no mention of improvement of timetables.</li> </ul>		
	<p><b>6.5 Student Experience Committee Report</b> M Douglass</p> <ul style="list-style-type: none"> <li>● Good representation from State Council at this meeting.</li> </ul>	VERBAL ONLY	
	<p><b>6.6 Finance, Risk &amp; Compliance (FRAC) Committee Report</b> M Douglass</p> <ul style="list-style-type: none"> <li>● Report taken as read by State Council.</li> <li>● The report led to a discussion around options for future investment for TUSA, as well as the future of SSAF payments. <ul style="list-style-type: none"> <li>○ Due to the inclusion of sensitive financial and strategic information, specific details about this conversation have been omitted.</li> </ul> </li> </ul>	APPENDIX L	
<b>7. OTHER BUSINESS</b>			<b>5 mins</b>
	<p><b>7.1 Implementation of Meeting Attendance Table on Website</b> L McLaren</p> <ul style="list-style-type: none"> <li>● RMIT University Student Union (RUSU) have a meeting attendance table on their website which shows whether reps have attended meetings, been absent, or been late.</li> <li>● A similar structure will be implemented on the State Council website soon.</li> </ul> <p><b>ACTION ITEM:</b> Meeting attendance table to be implemented onto website by June.</p>	VERBAL ONLY	
	<p><b>7.2 Outcomes of TUSA Retreat – SC Meeting Restructure</b> L McLaren</p>	VERBAL ONLY	

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<ul style="list-style-type: none"> <li>• All rep reports to be taken as read except for motions, otherwise going straight to Q&amp;A.             <ul style="list-style-type: none"> <li>○ Allows more time for other items.</li> </ul> </li> <li>• The State Council discussed what conversations should be included in meetings, and what could be removed to save time and allow for more productive discussions.</li> <li>• The State Council also discussed the minuting of conversation within meetings, and how best to deal with sensitive information discussed during meetings that cannot be distributed publicly for strategic and financial purposes.</li> </ul>		
<p><b>7.3 SC Strategy 2024</b> L McLaren</p> <ul style="list-style-type: none"> <li>• Draft strategy document accepted by State Council.</li> <li>• The State Council discussed what accountability will look like in strategy goals and initiatives (and how it varies from goal to goal), as well as the importance of reporting back to the State Council at monthly meetings.</li> <li>• To allow time for these strategy discussions, all committee reports and updates will be included in rep reports going forward.</li> </ul> <p><b>ACTION ITEM:</b> All committee reports/updates to be included in rep reports going forward, beginning with the May State Council meeting.</p>	<p><b>APPENDIX M</b></p>	
<p><b>7.4 Vent Tents</b> J Oates Pryor</p> <ul style="list-style-type: none"> <li>• No vent tents have been run at this point in 2024; there needs to be a discussion around starting them again, as they are a great way to connect with students.</li> </ul> <p><b>ACTION ITEM:</b> Campus Presidents (and potentially other presidents, if they would like to) to decide on times for vent tents and report back at the next meeting (leading to update for online vent tents).</p>	<p><b>VERBAL ONLY</b></p>	

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Meeting Closed: 6:13pm

Next Meeting: May 1st 2024

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**ACTION REGISTER**  
 as at April 3<sup>rd</sup> 2024

#	Date of Meeting	Action Item	Responsible Party	Action	Progress to Date or Further Action Required	Status
1	08.11.23	C&S Banking Provider Stance	Liam McLaren	Consideration of initiation of shift from Commonwealth Bank to Bendigo as per suggestion by Tas Ethical.	<p>Raise at Clubs &amp; Societies meetings to explore C&amp;S views on Commonwealth Bank (with a lens of ethical investment practices).</p> <p>To raise after C&amp;S Day.</p>	Ongoing
2	06.12.23	Metro service extension (North)	L McLaren, E Alsop, M Warrington	Contact Campus Services to discuss increasing Metro Service to Inveresk afterhours.	<p>May need to find another UTAS contact, consideration of Uni Hopper model, and loop in M Warrington</p> <p>Metro believed to have been extended to campus</p>	Ongoing

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3	06.03.24	Pathways to Politics for Women post	C Harris	Develop a post for State Council socials around the Pathway to Politics for Women program.		Ongoing
4	06.03.24	State Council Volunteering	L McLaren	Update on development of State Council volunteering program.		Ongoing
5	03.04.24	Key messaging document	L McLaren	Consideration of a potential new format for the key messaging document circulated in State Council meetings.		Open
6	03.04.24	Vent Tents	J Oates Pryor, E Alsop, L Johnson, M Douglass	Campus Presidents to organise times for vent tents on their campuses.	To report back at next SC meeting.	Open
7	03.04.24	Meeting attendance table	C Harris	Meeting attendance table to be implemented on the State Council		Open

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				webpage by June.		
8	03.04.24	Committee/ Working Group Updates	Entire State Council	Updates on all committees / working groups to be included in individual rep reports from May meeting onward.		Open

**TUSA STATE COUNCIL  
CONFLICTS OF INTEREST REGISTER**

as at April 3<sup>rd</sup> 2024

#	Date of Meeting	Relevant Parties	Conflict of Interest	Comments	Status (Open/ongoing/ closed)
1.	02.02.23	L McLaren	Former President and Committee member of Tasmanian University Environment Society;	Connection existed 2021 – end of 2023	Closed
2.	02.02.23	L McLaren	Former TUSA Experience Leader of the College of Science & Engineering	Role ended December 31 <sup>st</sup> 2022	Closed

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3.	10.07.23	L McLaren	Member of Tasmanian Labor Party since 2023		Ongoing
4.	10.01.24	L McLaren	State Branch President NUS		Ongoing
5.	1.03.24	L McLaren	TUSA Experience Leader with Media Team	Casual role – 4hr/wk	Ongoing
5.	20.11.23	M Warrington	Current President of Disability Students Collective (DiSCo)	Aleah Clarke is the Vice President	Ongoing
6.	20.11.23	M Warrington	Member of the UTAS Disability Inclusion Campus Reference Group (DICRG)	Paid casual rate for attendance at meetings usually spaced six weeks a part for three hours at a time.	Ongoing
7.	01.12.23	M Warrington	Board Member of Disability Voices Tasmania		Ongoing
8.	01.01.23	M Warrington	Member of Blind Citizens Australia (BCA) and Committee member of the BCA National Policy Committee		Ongoing
9.	06.12.23	J Oates Pryor	Member of the Tasmanian University Law Society.		Ongoing
9A	5.3.24	J Oates Pryor	Associate Member of the Law Society of Tasmania		Ongoing

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10.	06.12.23	J Oates Pryor	Paid Casual UTAS Staff Member	Including various roles: Student Ambassador; OSCE Role Player; Casual Staff Member for both Theatre department and Faculty of Law	Ongoing
11.	10.01.24	J Oates Pryor	University of Tasmania contact for NUS Change the Age campaign		Ongoing
12.	06.12.23	L Alsop	Former Social Media Officer/TUSA Rep for Tasmanian University Climate Action (TUCA).	Disbanded as of 31.12.2023.	Closed
13.	06.12.23	L Alsop	UTAS casual staff member.	Disability Inclusion Campus Working Group (DICWG).	Ongoing
14.	06.12.23	L Alsop	Committee member of Disability Students Collective (DiSCo).		Ongoing
15.	06.12.23	L Alsop	Member of the Tasmanian University Environmental Society (TUES).		Ongoing
16.	06.12.23	L Alsop	Sustainability Committee.		Ongoing
17.	03.04.24	L Alsop	Member of Australian Maritime Engineering Student Association.		Ongoing



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18.	06.12.23	K Lertsinpa kdee	UTAS casual staff member	UConnect student enquiries officer	Ongoing
19.	06.12.23	K Lertsinpa kdee	Member of the National Tertiary Education Union		Ongoing
20.	06.12.23	K Lertsinpa kdee	Member of the Tasmanian University Medical Research Students' Society	Former President, Vice President, and First Year Representative	Ongoing
21.	06.12.23	K lertsinpa kdee	UTAS casual staff member	Former Student Ambassador	Closed as of 01.01.2024.
22.	10.01.24	K Lertsinpa kdee	State Branch Educational Vice President		Ongoing
23.	06.03.24	K Lertsinpa kdee	Member of the Tasmanian University Medical Students Society (TUMSS)		Ongoing
24.	06.03.24	K Lertsinpa kdee	Member of Tasmanian Labor	2024	Ongoing
25.	06.12.23	S Yu	Member of the Student Living University Gardening Society (SLUGS)		Ongoing
26.	06.12.23	S Yu	Coordinator of TUSA Food Hub		Ongoing
27.	06.03.24	M. Douglass	Member of Student Paramedic Union Rozelle Society		Ongoing