

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

For the meeting of the TUSA State Council to be held at  
**July 10th 2024 at 5pm AEST**  
at the TUSA Building Boardroom, Sandy Bay TAS [with zoom access].

**Chair: L McLaren**

**Meeting opened: 5:08pm**

#	ITEM	APPENDIX	TIME EST
1.	<b>INTRODUCTORY ITEMS</b>		5 mins
	<p><b>1.1 ACKNOWLEDGEMENT OF COUNTRY</b> S Yu</p> <p>In recognition of the deep history and culture of this island, I would like to acknowledge and pay my respects to the muwinina people, the traditional owners of this land. I pay my respects to this fertile land, to the rich variety of animals and plants, to support the development of all Tasmanian Aboriginal communities.</p> <p>As I've only been in this country for a year and a half, I have yet to thoroughly learn their history. However, for some experience, I decided to spend some time researching Tasmanian Aboriginal history through Reconciliation Tasmania. Through that, I became aware of more than 200 years of struggle and the time that had passed in the fight for the First People's rights and recognition, and how progress has gone back and forth, even until now.</p> <p>This also reminds me of the Aboriginal people's perseverance upon watching the film Rabbit-Proof Fence, in their struggle to make their voice heard and protect their culture from being built under a different principle. They know it will be even harder in the future, but they will continue to protect their culture and pass down their story generation by generation. I respect the knowledge and wisdom, and the efforts they make</p>		

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<p>to have their voices heard. Moving forward, I shall do my best to learn more about their history and culture.</p>		
<p><b>1.2 ACKNOWLEDGEMENT OF LIVED EXPERIENCE</b> M Warrington</p> <p>Alongside a reflection of how diverse our university community is, M Warrington provided the Acknowledgement of Lived Experience;</p> <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, E Alsop, SY Yu, K Lertsinpakdee</p>		
<p><b>1.4 APOLOGIES</b> M Douglass</p>		
<p><b>1.5 ABSENT</b></p>		
<p><b>1.6 GUESTS &amp; OBSERVERS</b> Executive Assistant – C Harris Student Advocates – A Lamont SC Elections Returning Officer – E Knuckey</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>		

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<b>2.</b>	<b>MINUTES AND MATTERS ARISING</b>		<b>5 mins</b>
	<b>2.1 AMENDMENTS</b>		
	<b>2.2 MINUTES OF THE PREVIOUS MEETING</b> <u>Motion:</u> that the minutes of the TUSA State Council meeting held on <b>May 1<sup>st</sup>, 2024</b> be accepted as a true and accurate record of the proceedings of that meeting, and approved for upload to the TUSA website.  <b>MOVED:</b> <i>L McLaren</i> <b>SECONDED:</b> <i>J Oates Pryor</i> Passed with no abstentions.	APPENDIX A	
	<b>2.3 MATTERS ARISING FROM PREVIOUS MINUTES</b> <ul style="list-style-type: none"> <li>• See action items table</li> </ul>		
<b>3.</b>	<b>CORRESPONDENCE</b>		<b>10 mins</b>
	<b>3.1 INWARDS</b> <b>3.1.1 UTAS Sandy Bay Campus Relocation – Follow Up Meeting Minutes</b>	APPENDIX B	
	<b>3.2 OUTWARDS</b> <b>3.1.1 Motions Passed via Circular Motion (to I Lagereskij)</b>  <b>MOTION:</b> that the Tasmanian University Social Work Community Society and the North West Student Society be affiliated for the year 2024, subject to fulfilling the affiliation criteria.  <b>MOVED:</b> <i>J Oates Pryor</i> <b>SECONDED:</b> <i>L McLaren</i> Passed with no abstentions.	NIL	

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<b>4. INTERNAL UPDATES</b>	<p><b>4.1 Advocates Update</b> J Lenthall, K Davey, S Nolan, A Lamont</p> <ul style="list-style-type: none"> <li>• 49 cases in June, 79 in April. <ul style="list-style-type: none"> <li>○ The majority of cases were around academic integrity and financial.</li> </ul> </li> <li>• Placement issues have increased – cases around professional conduct in workplaces for medicine and social work students.</li> <li>• Near equal balance between international and domestic, but still primarily domestic. <ul style="list-style-type: none"> <li>○ The main issue for international students was financial concerns, followed by academic integrity issues.</li> <li>○ International student academic integrity cases may be due to them not understanding what academic integrity is at UTAS.</li> </ul> </li> <li>• Case locations: <ul style="list-style-type: none"> <li>○ Sandy Bay and Newnham tend to have equal amounts of cases. Hobart CBD is next, followed by the rest of the campuses (including online).</li> <li>○ Majority of students coming from COHM.</li> </ul> </li> </ul> <p>The State Council asked about whether there had been an increase in concerns around visas from international students due to recent visa changes.</p> <ul style="list-style-type: none"> <li>• Not much has been heard by Advocates or communicated by Student Legal Service.</li> <li>• There was an influx of cases when the changes were first announced, but this issue has gone quiet since then.</li> </ul> <p>The State Council also enquired if there were any updates regarding student homelessness.</p>	<b>VERBAL ONLY</b>	

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	<ul style="list-style-type: none"> <li>No updates regarding cases coming in, but Advocates reported that they are working on a program to help housing insecure and homeless students.</li> </ul> <p>The State Council asked for an update on the Winter Warmers program.</p> <ul style="list-style-type: none"> <li>The Winter Warmers program, collection, is over; some dispersion of items has already taken place, with more to be distributed in the early weeks of semester.</li> <li>When State Council asked what they could do, it was suggested that they let any students who may need help know that the program is available.</li> </ul>		
<b>5.</b>	<b>COUNCIL REPORTS</b>		<b>10 mins</b>
	<b>5.1 PRESIDENT</b> L McLaren Report accepted by State Council.	<b>APPENDIX C</b>	
	<b>5.2 EQUITY PRESIDENT</b> M Warrington <ul style="list-style-type: none"> <li>TUSA BoM Report</li> </ul> Report accepted by State Council. <p>M Warrington raised that the Equity Committee (EC) is very one-directional: information only goes from EC to SC. It was raised that this could be done both ways, so that SC can also send information/questions back to the EC.</p> <ul style="list-style-type: none"> <li>Discussion focused around whether this information should go through the Equity President, or whether it should go from the SC members to the EC directly. It was also discussed whether there could be a threshold from one to the other. <ul style="list-style-type: none"> <li>It was decided that it was okay for State Council to reach out directly to Equity Committee members, but there would also be more thinking about what the threshold might be for going to the Equity President if it were to exist.</li> </ul> </li> </ul>	<b>APPENDIX D1 &amp; D2</b>	

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<ul style="list-style-type: none"> <li>• It was suggested that Equity Committee members potentially be invited to a future State Council meeting, to better integrate them into the community. <ul style="list-style-type: none"> <li>○ This is entirely voluntary; they do not have to attend but can if they are interested.</li> </ul> </li> <li>• A monthly State Council report/update was suggested for each Equity Committee meeting.</li> <li>• It was raised whether the State Council would be able to attend Equity Committee meetings. <ul style="list-style-type: none"> <li>○ This was expected and welcomed.</li> </ul> </li> </ul>		
<p><b>5.3 CAMPUS PRESIDENT – SOUTH</b> J Oates Pryor Report accepted by State Council.</p>	<p><b>APPENDIX E1 &amp; E2</b></p>	
<p><b>5.4 CAMPUS PRESIDENT – NORTH</b> E Alsop Report accepted by State Council.</p> <ul style="list-style-type: none"> <li>• The State Council requested an update on a meeting with Sonya Stanford, as well as the new Launceston VC.. <ul style="list-style-type: none"> <li>○ These were short, casual updates; however, there are plans to formally meet with the new Launceston VC soon.</li> </ul> </li> <li>• The State Council also asked about the recent announcement of a trial shuttle bus in the north. <ul style="list-style-type: none"> <li>○ This is correct – the bus is currently under a trial period and, if successful, will be built upon.</li> <li>○ It was noted that the current bus is not accessible, as it was rushed through for the start of semester. If it continues beyond the trial, it will be made accessible.</li> </ul> </li> </ul>	<p><b>APPENDIX F</b></p>	
<p><b>5.5 CAMPUS PRESIDENT – ROZELLE</b> M Douglass Report accepted by State Council.</p>	<p><b>APPENDIX G</b></p>	

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<p><b>5.6 EDUCATION PRESIDENT (UG)</b> K Lertsinpakdee</p> <ul style="list-style-type: none"> <li>• Academic Senate Report Report accepted by State Council.</li> <li>• State Council asked for an update around the NUS Education Conference (EdCon) attended by K Lertsinpakdee. <ul style="list-style-type: none"> <li>○ There is some disillusion in the national space around the application of rules.</li> <li>○ The Conference ended up being closed earlier than anticipated.</li> <li>○ It was suggested that the State Council look inward and consider their future affiliation with the NUS <ul style="list-style-type: none"> <li>▪ Concern was raised around Tasmania's position in this national space.</li> </ul> </li> <li>○ There were a lot of interesting and important initiatives, particularly around misogyny and racism.</li> </ul> </li> <li>• The State Council also enquired as to the outcomes of a meeting with the CoSE TEL regarding categorisation of student complaints. <ul style="list-style-type: none"> <li>○ This meeting consisted of discussion of why and how complaints are categorised, and the flow on of complaints from TELs to Education President/s.</li> <li>○ Notion was suggested as a platform for tracking and organising student complaints – it is free, and a CRM can be set up within it for this purpose.</li> </ul> </li> </ul>	<p><b>APPENDIX H</b></p>	
<p><b>5.7 EDUCATION PRESIDENT (PG)</b> SY Yu</p> <p>Report accepted by State Council.</p> <ul style="list-style-type: none"> <li>• S Yu provided an update on HDR events funding. <ul style="list-style-type: none"> <li>○ A final proposal has been sent by the Postgraduate TEL, and they are now awaiting a reply.</li> </ul> </li> </ul>	<p><b>APPENDIX I1 &amp; I2</b></p>	

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	<ul style="list-style-type: none"> <li>• The State Council enquired as to the effectiveness of Shut Up &amp; Write sessions – are the sessions effective for those attending, and how can they be supported by the State Council? <ul style="list-style-type: none"> <li>○ Attendees of the sessions like to be able to join the Zoom and study independently wherever they are located – in-person sessions were not something these attendees wanted.</li> <li>○ There is potential to promote the sessions again in Semester 2 to see if more students are interested.</li> </ul> </li> <li>• The State Council enquired as to the feelings of postgraduate students around UTAS' Evidence level being dropped from 2 to 3, as well as feelings around recent visa changes. <ul style="list-style-type: none"> <li>○ Not many student responses were received, as this was not a major issue for PhD students after visa changes affecting them were reversed.</li> </ul> </li> </ul>		
	<p><b>5.8 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> <p><b>ACTION ITEM:</b> all State Council members to have Projects Register updated by next month.</p>	VERBAL ONLY	
6.	<b>ITEMS FOR DISCUSSION</b>		<b>40 mins</b>
	<p><b>6.1 Key Messaging Document</b> L McLaren</p> <p>No key messaging document provided; to be done by circular before the next meeting.</p> <p>The State Council discussed several potential items of key messaging, including:</p> <ul style="list-style-type: none"> <li>• Gender-Based Violence update</li> </ul>	VERBAL ONLY	



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<ul style="list-style-type: none"> <li>• Equity Committee</li> </ul> <p>The State Council also discussed the encampment on the Sandy Bay campus, as well as a potential future piece of messaging aimed toward the Federal Government regarding their lack of support for Gaza.</p>		
<p><b>6.2 SC Strategy Update</b> All State Council</p> <ol style="list-style-type: none"> <li>1. Expand Student Representative Number – E Alsop             <ol style="list-style-type: none"> <li>a. Vent tents and a survey were suggested as ways to get in touch with students and see what they want, and how this can help us to increase those numbers.</li> </ol> </li> <li>2. Improve Handover Process – L McLaren             <ol style="list-style-type: none"> <li>a. See item 7.2.</li> </ol> </li> <li>3. Address Operational Inadequacies – L McLaren             <ol style="list-style-type: none"> <li>a. The General Secretary (GenSec) role will be brought in from next year.</li> <li>b. The Equity President has been allocated an extra .5 FTE to better align with the responsibilities of the role.</li> </ol> </li> <li>4. Improve C&amp;S Relationships – M Douglass</li> <li>5. Implement a Volunteer Management System – S Yu             <ol style="list-style-type: none"> <li>a. There is potential to combine a Microsoft Form with a new registration/management system for volunteers.</li> <li>b. There is also the potential ability to send upcoming volunteering opportunities to existing volunteers.</li> </ol> </li> <li>6. Influence TUSA Strategy 2025 &amp; Beyond – K Lertsinpakdee             <ol style="list-style-type: none"> <li>a. A strategy Board session is being planned for September.</li> </ol> </li> <li>7. Engaging already established student representatives – J Oates Pryor</li> </ol>	<p><b>VERBAL INLINE WITH ATTACHED STRATEGY</b></p>	

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	<p>a. There was some discussion around where the line is drawn with student representatives, as well as what the threshold for engagement is.</p> <p>b. It was decided that a roadmap should be the next step in this strategy.</p> <p>c. A database of UTAS-involved student representatives is currently in progress.</p> <p>d. TELs were suggested as a potential starting point for finding student representatives, as they sometimes put together their own lists.</p> <p>8. Implement Equity Committee – M Warrington</p> <p>a. The intention is for the Committee to meet once a month, with some replication of what is done at State Council (having reports, not speaking to them &amp; instead focusing on collaboration).</p> <p style="padding-left: 40px;">i. It is yet to be decided whether meetings will be at the same time each month (e.g. last Thursday of each month)</p> <p>b. Opportunities for them to attend UTAS meetings, and to get involved within the university community through things such as running events.</p> <p>9. Make SC Appealing to Student Leaders</p> <p>a. Currently being brainstormed by L McLaren; may tie into elections.</p>		
	<p><b>6.3 State Council Election Strategy</b> E Knuckey</p> <ul style="list-style-type: none"> <li>• Primary aim is to seek feedback on current State Council’s experience of elections, in order to make any necessary adjustments for this year.</li> <li>• The current election plan has not been locked in, allowing a level of flexibility in line with State Council feedback.</li> <li>• The election will be commissioned on August 23<sup>rd</sup>, and polling will occur September 23<sup>rd</sup>, closing the end of that week.</li> </ul>	<b>VERBAL ONLY</b>	

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<ul style="list-style-type: none"> <li>• As it was last year, the nomination period will be 2 weeks.</li> <li>• E Knuckey requested feedback from the State Council around their experience of elections last year. Topics discussed were: <ul style="list-style-type: none"> <li>○ The debate. It was suggested that this may need to be adjusted from last year. <ul style="list-style-type: none"> <li>▪ Discussion touched on ensuring the moderator has strong control of the room, and ensuring that candidates were only debating against others going for the same role rather than everyone speaking at the same time.</li> </ul> </li> <li>○ Difficulties communicating with TUSA regarding eligibility were raised due to APR status. <ul style="list-style-type: none"> <li>▪ Students wanting to nominate must be in good standing with academic progress, while most other universities only require good behaviour.</li> <li>▪ Good standing is often assumed to be behavioral but, as this is not the only thing considered, it should be explicitly stated.</li> <li>▪ Accessibility was also raised in this discussion; there are many reasons why someone may not have a “good academic standing”.</li> </ul> </li> <li>○ It was suggested that the Returning Officer be the one to meet with nominees, rather than the CEO or General Manager.</li> <li>○ Influence from staff members was raised around nominations – State Council discussed how much input it was fair for TUSA staff members to have.</li> </ul> </li> </ul>		
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	<ul style="list-style-type: none"> <li>○ It was raised that people on tickets had promotional materials approved, but some people not on tickets did not have their material approved before it was circulated. More communication around the requirement for promotional materials to be approved was suggested.</li> <li>○ The ballot for voting by students was described as inaccessible by students – it was a clunky process, and accessibility issues were raised. <ul style="list-style-type: none"> <li>▪ The clunky nature is due to the platform used – the current platform is free, which is why it is used.</li> <li>▪ State Council discussed moving the survey done after voting onto another platform.</li> </ul> </li> <li>○ The question was raised around campus-based presidents being voted on by everyone, when they represent one campus.</li> <li>○ Due to online students and the difficulty in changing study location, trying to bar voting for certain roles by campus may be worse.</li> <li>○ Some of the Code of Conduct around campaigning could be made clearer to ensure that conduct is up to code and things such as personal attacks are not allowed.</li> <li>● Events schedule for election period: <ul style="list-style-type: none"> <li>○ Previously, events were run during the nomination period, but not the election/voting period.</li> <li>○ It was suggested that there be an information night for those interested in nominating, and then there are events during the voting period to encourage higher voter turnout. <ul style="list-style-type: none"> <li>▪ This would run similar to sausage sizzles and bake sales that occur during</li> </ul> </li> </ul> </li> </ul>		
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	<p>elections in Australia, and be a space to drum up awareness that voting is happening.</p> <ul style="list-style-type: none"> <li>○ These would need to happen on all campuses to be fair.</li> <li>○ There was discussion around the kinds of foods that could be offered, as well as making sure that the offering of this food is not conditional on someone voting.</li> </ul> <ul style="list-style-type: none"> <li>● State Council also discussed the possibility of having above the line voting for NUS delegates to try and reduce the dropout rate of votes in this category. <ul style="list-style-type: none"> <li>○ This was taken away as something to be considered.</li> </ul> </li> </ul>		
<b>7.</b>	<b>OTHER BUSINESS</b>		<b>5 mins</b>
	<p><b>7.1 Teaching Matters 2024: Calls for EoI</b> L McLaren</p> <ul style="list-style-type: none"> <li>● Expressions of Interests put out: theme is Education that Makes a Difference.</li> <li>● Here as an FYI in case anyone would like to take the opportunity. Typically held in November.</li> </ul>	<b>VERBAL ONLY</b>	
	<p><b>7.2 Improvement of Handover Processes</b> L McLaren</p> <ul style="list-style-type: none"> <li>● Call for State Council to reflect on their handovers, and how they could be improved this year.</li> <li>● The idea of the outgoing State Council being brought to the two-day onboarding session was discussed – this could formalise offboarding and/or exit interviews, provide professional development, and potentially lead to more information being shared for both incoming and outgoing State Council members. <ul style="list-style-type: none"> <li>○ It was raised that some sessions may not be necessary for the outgoing State Council, but others will be very important.</li> </ul> </li> </ul>	<b>VERBAL ONLY</b>	

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	<ul style="list-style-type: none"><li>○ The annual reports being presented last year at onboarding was helpful, but it did not feel like enough; having more time with the outgoing State Council may assist with onboarding.</li><li>○ It was noted that this year's onboarding session is at the beginning of December, rather than the usual November session.</li><li>● Clarifying and unifying handover processes would be a positive; ensuring it is written and not just verbal as well could be important.</li><li>● The most important thing is that the new members of the State Council are left in a better position than the prior State Council were in when they started.</li></ul>		
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**Meeting Closed: 7:04pm**

**Next Meeting:** August 7<sup>th</sup>, 2024

Confidential



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**ACTION REGISTER**  
 as at July 10th 2024

#	Date of Meeting	Action Item	Responsible Party	Action	Progress to Date or Further Action Required	Status
1	03.04.24	Key messaging document	L McLaren	Consideration of a potential new format for the key messaging document circulated in State Council meetings.		Ongoing
2	03.04.24	Vent Tents	J Oates Pryor, E Alsop, M Douglass	Campus Presidents to organise times for vent tents on their campuses.	Scheduling currently in progress.	Ongoing
3	03.04.24	Meeting attendance table	C Harris	Meeting attendance table to be implemented on the State Council webpage by June.		Ongoing
4	01.05.24	Prayer/multi faith and parenting rooms	E Alsop	To report back by next meeting as to the status of	Included in representative report.	Closed



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				prayer/multifaith and parenting rooms at the Inveresk campus.		
5	01.05.24	UTAS Financial Hardship Scheme	L McLaren, M Warrington	To enquire as to the accessibility of the UTAS Financial Hardship Scheme.		Ongoing
6	01.05.24	SASH Key Messaging	L McLaren, K Lertsinpakdee	To develop and provide a circular motion for SASH key messaging in the week following the meeting.		Ongoing
7	10.07.24	Update SC Projects Register	Entire State Council	To update the Projects Register before the next State Council meeting.		Open

**TUSA STATE COUNCIL  
CONFLICTS OF INTEREST REGISTER  
as at July 10th 2024**

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#	Date of Meeting	Relevant Parties	Conflict of Interest	Comments	Status (Open/ongoing/ closed)
1.	02.02.23	L McLaren	Former President;  Ongoing committee member of Tasmanian University Environment Society		Ongoing – 2023.
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
3.	10.07.23	L McLaren	Member of Tasmanian Labor since 2023		Ongoing
4.	10.01.24	L McLaren	State Branch President NUS		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

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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
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

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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
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 lertsinpak dee	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

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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