

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

For the meeting of the TUSA State Council to be held at
September 4th 2024 at 4pm AEST
at the TUSA Building Boardroom, Sandy Bay TAS [with zoom access].

Chair: L McLaren

Meeting opened: 4:03pm

#	ITEM	APPENDIX	TIME EST
1.	INTRODUCTORY ITEMS		5 mins
	<p>1.1 ACKNOWLEDGEMENT OF COUNTRY K Lertsinpakdee</p> <p>Today we are meeting across lutruwita and, of course, the Eora nation's land, sea and waterways. I acknowledge with deep respect the traditional owners of this land, the Palawa people, and of course the Gadigal and Wanegal people. I pay my respects to elders past, present, and to the many Aboriginal people that did not make elder status, and to our Aboriginal community that continue to care for country. I recognise the history of truth which acknowledges the impacts of invasion and colonisation upon Aboriginal people, resulting in forcible removal from their lands. The profound effect of colonisation on Aboriginal and Torres Strait Islander peoples is often discussed in our context, especially in the health context, and as such the social, political and also economic disadvantages that are faced are further entrenched. These disparities of outcome – not limited to child mortality, education access, employment status and, deeply concerningly, life expectancy – allude to the deep injustices within Australian society, and as student leaders we should continue to push and advocate for these outcomes to be addressed. I stand for a future that profoundly respects and acknowledges Aboriginal</p>		

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perspectives, culture, language, truth telling, and history, and a continued effort to fight for justice and rights, paving the way for a strong future.		
<p>1.2 ACKNOWLEDGEMENT OF LIVED EXPERIENCE M Warrington</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>1.2 WELCOME Chair – L McLaren</p>		
<p>1.3 ATTENDANCE L McLaren, M Warrington, J Oates Pryor, A Bisset Stewart, M Douglass, E Alsop (arrived 4:42pm), SY Yu, K Lertsinpakdee (left 4:56pm)</p>		
<p>1.4 APOLOGIES</p>		
<p>1.5 ABSENT</p>		
<p>1.6 GUESTS & OBSERVERS Executive Assistant – C Harris Associate Head of Learning and Teaching (Psychological Science) – M Garry LGBTQIA+ Officer – S Holden Distance/Online Officer – P Mykytowych Women's Officer – V Yap North CoHM TEL – J Zhang</p>		
<p>1.7 CONFLICTS OF INTEREST State Council members are reminded of the requirements of clause 6 of the TUSA's Conflict of Interest Policy (instituted</p>		

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	on 28 November 2019) which requires members to identify and disclose any conflicts of interest including gifts.		
2.	MINUTES AND MATTERS ARISING		5 mins
	2.1 AMENDMENTS		
	2.2 MINUTES OF THE PREVIOUS MEETING <u>Motion:</u> that the minutes of the TUSA State Council meeting held on August 7th, 2024 be accepted as a true and accurate record of the proceedings of that meeting, and approved for upload to the TUSA website. MOVED: <i>L McLaren</i> SECONDED: <i>M Warrington</i> Passed with no abstentions.	APPENDIX A	
	2.3 MATTERS ARISING FROM PREVIOUS MINUTES <ul style="list-style-type: none"> See action items table 		
3.	CORRESPONDENCE		10 mins
	3.1 INWARDS 3.1.1	N/A	
	3.2 OUTWARDS 3.1.1	N/A	
4.	INTERNAL UPDATES 4.1 TEL Report <ul style="list-style-type: none"> N/A - no TEL report provided. 	VERBAL ONLY	
5.	COUNCIL REPORTS		10 mins
	5.1 PRESIDENT L McLaren	APPENDIX B	

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<p>Report accepted by State Council</p> <ul style="list-style-type: none"> • NUS Report • Academic Senate Report • Monitoring & Assurance Committee Report 		
<p>5.2 EQUITY PRESIDENT M Warrington Report accepted by State Council</p> <ul style="list-style-type: none"> • BoM Report • The State Council asked for more information about the Constitutional Review. <ul style="list-style-type: none"> ○ Key parts of the Constitution were pulled out and analysed, and election processes were deemed as not needing to sit in the Constitution, meaning they now sit separately and can be adjusted without the need for a BoM meeting. ○ In the new legislation tabled in Parliament, a student-led organisation is defined as having a board of majority current students and students that have graduated within 3 years. <ul style="list-style-type: none"> ▪ This led to discussions around what this would look like in the future for TUSA, including past President and current State Council members alongside the independent/non-student members. • The State Council raised the request from M Warrington's report as to whether there was a capacity for/appetite from the State Council to address internal challenges raised by the Equity Committee. 	<p>APPENDIX C</p>	

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<ul style="list-style-type: none"> ○ This was doing things such as increasing connection with Riawunna, as well as developing positions on notable issues raised by the Equity Committee that TUSA have not yet discussed. <ul style="list-style-type: none"> ▪ On the issue of First Nations event attendance being low, it was suggested that emphasis be placed on the fact that this event (and events from other communities) are for everyone. This is something that the Equity Committee have already begun to do with their events. ○ This was raised due to the potential conflict of pushing UTAS to make changes on issues when they have not been looked at internally by the State Council or the wider TUSA organisation. <ul style="list-style-type: none"> • ACTION ITEM: add L McLaren to weekly Equity Committee organisers meeting. 		
<p>5.3 CAMPUS PRESIDENT – SOUTH J Oates Pryor Report accepted by State Council.</p> <ul style="list-style-type: none"> • J Oates Pryor raised an enquiry about a general meeting of students to discuss issues and pass motions – a Town Hall-type student voice. <ul style="list-style-type: none"> ○ This was brought about due to student interest and enquiry as to whether something like this would be possible, particularly in relation to passing a motion asking UTAS to eliminate weapons from research partnerships and investments. 	<p>APPENDIX D</p>	

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<ul style="list-style-type: none"> • It was suggested that the State Council develop and approve a motion that defers decision making authority for this issue to the student Town Hall. • It was decided that J Oates Pryor would take this proposal back to the interested students and inform them that it may take a couple of months to ensure this process is done right. This would ensure that everyone is on the same page and in agreement before things proceed. • The State Council asked whether this potential Town Hall motion would impact AMC and the presence of ADF scholarships and attendance of UTAS events. <ul style="list-style-type: none"> ○ Yes, this is the case – and it is something that has been discussed, as the State Council represent all students, including those who study through AMC or the ADF. ○ However, it is still an identified issue that will need to be considered before this idea goes ahead. • The State Council requested an update around conversations of the UTAS move from Sandy Bay to Hobart City and the call for meaningful consultation with students throughout the process. <ul style="list-style-type: none"> ○ The idea of a subcommittee of students was raised to combat this issue. ○ However, this was seen to just be creating more bureaucracy; there could instead either be a big Town Hall style meeting, or for key students to be invited to the meetings that already exist for decision making regarding the move. 		
<p>5.4 CAMPUS PRESIDENT – NORTH E Alsop Report accepted by State Council.</p> <ul style="list-style-type: none"> • Sustainability Committee Report 	<p>APPENDIX E</p>	

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<ul style="list-style-type: none"> • The State Council enquired as to whether there has been discussion within the Sustainability Committee around sustainable transport for students (parking, Metro, bikes, UniHopper). <ul style="list-style-type: none"> ○ E Alsop could not recall any discussion of this but is happy to bring it up to the Committee. ○ However, E Alsop could report that there was hope for the shuttle bus trial in the north to be extended for another month. • The State Council asked if there were any specific security issues from the Security Feedback session for students. <ul style="list-style-type: none"> ○ One common problem was people not understanding the distinction between security, UTAS and student living. ○ They also looked into more cameras on campus and AI monitoring for the cameras. ○ There was also discussions around fencing off accommodation due to safety issues regarding vehicles being blown up, sometimes quite close to accommodation. • E Alsop also raised it is important to get students to report incidents when they happen so that Security have data around when incidents happen, rather than finding out about them weeks later. <ul style="list-style-type: none"> ○ There is an identified issue of Security not having enough data around incidents that have happened on campus due to them going unreported until weeks later. ○ It was also suggested that students be given the opportunity to meet the security staff in an informal setting so they feel less intimidated or scared about contacting security should something happen. 		
5.5 CAMPUS PRESIDENT – CRADLE COAST	APPENDIX F	

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<p>A Bisset Stewart Report accepted by State Council.</p> <ul style="list-style-type: none"> • A Bisset Stewart has been getting up to speed on demographics at Cradle Coast, as well as meeting key contacts and getting oriented in his new role, including on issues such as rent increases and study spaces on Cradle Coast. <ul style="list-style-type: none"> ○ UTAS is currently looking at adding more beds to their student accommodation on the Cradle Coast, due to an increase in medicine students being sent to Cradle Coast next year. 		
<p>5.6 CAMPUS PRESIDENT – ROZELLE M Douglass Report accepted by State Council.</p> <ul style="list-style-type: none"> • FRAC Report • Rozelle Students & Staff Engagement Group Report • M Douglass noted that there is an appetite to get things done at Rozelle, but there is a disconnect between student experience and what the staff believe the student experience is. 	APPENDIX G	
<p>5.7 EDUCATION PRESIDENT (UG) K Lertsinpakdee Report accepted by State Council</p> <ul style="list-style-type: none"> • Gender Based Violence Working Group Update <ul style="list-style-type: none"> ○ The goal of the GBV Working Group is to ensure that all 47 recommendations from the Walker review are implemented by the University. ○ A draft action plan has been put together on how to address the recommendations in the report. 	APPENDIX H	

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	<ul style="list-style-type: none"> ▪ However, there is concern that the University is not considering the impact of their delay in addressing the report and its recommendations – particularly when it comes to students who are not involved in State Council or other representative positions. ▪ It was also noted that parts of the action plan feel like a strategy document, when it should instead focus on the actions and how to measure them. This feedback was raised at the Working Group meeting and taken on board. ○ The current goal of the working group is to have an action plan finalized and available publicly by the end of the month. 		
	<p>5.8 EDUCATION PRESIDENT (PG) SY Yu Report accepted by State Council</p> <ul style="list-style-type: none"> • RTAP – Research Teaching Access Plan (formerly RAP) update: there is concern around the disclosure of health conditions, and feedback has been sent back for this to be something the students gets to choose whether they disclose their condition/s. <ul style="list-style-type: none"> ○ There are concerns about supervisors and colleagues being able to see health conditions when the person with the RTAP may not want this disclosed in some cases, such as during their placements. 	<p>APPENDIX I</p>	
	<p>5.9 Projects Register C Harris</p>	<p>VERBAL ONLY</p>	

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	<ul style="list-style-type: none"> For discussion of items for update/creation in project register 		
6.	ITEMS FOR DISCUSSION		40 mins
	<p>6.1 Key Messaging Document L McLaren</p> <p><u>Motion:</u> that the key messaging document for September 2024 be accepted for publication.</p> <p>Moved: L McLaren Seconded: J Oates Pryor</p> <p>Passed with no abstentions.</p>	VERBAL ONLY	
	<p>6.2 SC Strategy Update All State Council</p> <ol style="list-style-type: none"> Expand Student Representative Number – E Alsop Improve Handover Process – L McLaren Address Operational Inadequacies – L McLaren Improve C&S Relationships – M Douglass Implement a Volunteer Management System – S Yu Influence TUSA Strategy 2025 & Beyond – K Lertsinpakdee Engaging already established student representatives – J Oates Pryor Implement Equity Committee – M Warrington Make SC Appealing to Student Leaders – L McLaren 	VERBAL INLINE WITH ATTACHED STRATEGY	
	<p>6.3 Automatic Extensions Proposal L McLaren & M Garry</p> <p>M Garry provided an overview of the Assignment Extension Project, which would see students able to automatically be approved for a 3-day extension on an individual assessment (those referred to as 'assignments' in MyLO). A pilot of this is anticipated for late 2024 or early 2025 teaching periods. He then opened for questions and feedback from the State Council and Equity Committee.</p>	APPENDIX J	

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| <ul style="list-style-type: none">• The State Council requested clarification as to whether students can apply for an automatic extension for each assessment in a unit, or just once per unit?<ul style="list-style-type: none">○ Currently, students can only apply for an automatic extension once for each unit, even if that unit has multiple assessments – any additional extensions in that unit would be manual.○ State Council and the Equity Committee members both expressed that it would be best for there to be one extension per eligible assessment task, not per unit.<ul style="list-style-type: none">▪ Year-long units were also raised in this, as there was concern that maintaining the one extension per unit rule would mean these students would have the amount of assignments of two units, but only one automatic extension.▪ M Garry did note that units like this would need to be looked at further to see how they might be managed differently.• The Equity Committee raised Learning Access Plan's (LAPs) and asked whether they will be integrated into the new form being built for extensions, both automatic and manual.<ul style="list-style-type: none">○ It was confirmed that LAP's will be integrated into the new system, and that work is currently being undertaken to do this.• The State Council asked whether unit coordinators would be notified that someone has applied for and received an automatic extension. | | |
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	<ul style="list-style-type: none"> ○ An automatic email notification goes to both the unit coordinator and the student upon submitting the request. This information will also be kept within the system, so that students who may need more support can be identified. ○ It was also noted that students will still be encouraged to talk to their unit coordinator before submitting their extension request, so it can be ensured that students are being supported. ● The State Council raised the possibility of standardizing submission times across units and degrees. In some degrees, such as paramedicine, most assignments are due at 4pm, while other degrees and units have assignments due at midnight, or another different time. <ul style="list-style-type: none"> ○ This was noted to be outside the project's scope, as submission times are set by unit coordinators – however, there has been discussion around what the best time for assignment submission is. ● The State Council also enquired as to whether, upon submitting a request for an additional extension, evidence will need to be given for the first 3 days. <ul style="list-style-type: none"> ○ No, retroactive documentation will not need to be needed; only documentation for the additional extension. ● The Equity Committee asked if the system would, alongside incorporating LAPs, flag students with disabilities who may need extra support? <ul style="list-style-type: none"> ○ The intention is to make an integrated system, meaning this information is intended to be automatically identified, meaning students who can apply for further 		
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	<p>extensions without documentation will not be forced to give said documentation.</p> <ul style="list-style-type: none"> ○ The capacity is not built in currently, but it is being looked at. ● The State Council asked how the system would work for intensive units that only run for three weeks. Will a reduced, proportionate amount of time be given as an extension, or will it still be 3 days? <ul style="list-style-type: none"> ○ There has not yet been discussion around this, and there is currently no plan to deviate from the 3-day automatic extension for intensive units. ● The State Council raised that, if a student has applied for multiple extensions within a unit, it may be more likely that they will apply for a deferred exam. In the future, could the new process being developed for all assignment extensions be adapted to link into exam deferral, as the reasons for deferring an exam may be explained by the extensions? <ul style="list-style-type: none"> ○ Currently, exam deferral is sitting outside of this process, as they are scheduled to run at a specific time, which is outside the scope of the current project. ○ However, making this information available for exam deferral was agreed upon as a good point; currently, the exam deferral approval process is not aware of anything that has happened within the unit. ● The proposal was supported by both the State Council and the Equity Committee, with the note that it would be ideal if there was one automatic extension per eligible assignment rather than one per unit. 		
7. OTHER BUSINESS			5 mins

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<p>7.1 Handover L McLaren</p> <ul style="list-style-type: none"> • L McLaren and C Harris met after the last meeting to discuss handover and decided that transitioning from a Word document template to a One Note template would allow for better accessibility and encourage more detail. • A template will be put together and distributed to the State Council once handover is closer. 	<p>VERBAL ONLY</p>	
<p>7.2 Parliamentary Submission on the Universities Accord</p> <ul style="list-style-type: none"> • L McLaren circulated a document to the State Council that outlined TUSA's position on the Universities Accord, which would be submitted in its final form as TUSA's parliamentary position on the Accord. • At the time of circulation, it was in its draft form, but it will be polished in collaboration with SLS before its submission. 	<p>APPENDIX K</p>	

Meeting Closed: 6:19pm

Next Meeting: October 2nd, 2024

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ACTION REGISTER
 as at September 4th 2024

#	Date of Meeting	Action Item	Responsible Party	Action	Progress to Date or Further Action Required	Status
1	01.05.24	UTAS Financial Hardship Scheme	L McLaren, M Warrington	To enquire as to the accessibility of the UTAS Financial Hardship Scheme.		Closed
2	10.07.24	Update SC Projects Register	Entire State Council	To update the Projects Register before the next State Council meeting.		Ongoing
3	07.08.24	Handover Processes	L McLaren, C Harris	L McLaren and C Harris to meet before the next State Council meeting to discuss handover processes.		Closed
4	07.08.24	Student Representative Map	All Reps	All reps to provide any additions to the student representative		Ongoing

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				map before the next State Council meeting.		
5	04.09.24	Equity Committee Organisers Meeting	C Harris	To add L McLaren to the weekly Equity Committee organisers meeting.		Open

TUSA STATE COUNCIL
CONFLICTS OF INTEREST REGISTER
as at August 7th 2024

#	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 st 2022	Closed
3.	10.07.23	L McLaren	Member of Tasmanian Labor since 2023		Ongoing

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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
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	Ongoing

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				department and Faculty of Law	
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
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

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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
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