

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

For the meeting of the TUSA State Council to be held at
January 23, 2025 at 3:30pm AEST
at the TUSA Building Boardroom, Sandy Bay TAS [with zoom access].

Chair: J Oates Pryor

Meeting opened: 3:35pm

#	ITEM	APPENDIX	TIME EST
1.	INTRODUCTORY ITEMS		5 mins
	<p>1.1 ACKNOWLEDGEMENT OF COUNTRY J Oates Pryor</p> <ul style="list-style-type: none"> J Oates Pryor noted that, since 2024, the State Council have been moving away from a scripted Acknowledgement of Country, and have focused on the thought and meaning behind them to provide personalised Acknowledgements. <p>I would like to acknowledge the traditional custodians of the land on which we're all meeting today in various different parts of the country. For those of us in niplauna/Hobart, kanamaluka/Launceston and in padaway/Burnie, and for those of us meeting on the lands of the Gadigal people of the Eora nation up in Rozelle. We acknowledge the deep care, respect and spiritual connection that they've had to the land and to Country for thousands and thousands of generations.</p> <p>I certainly know that every time I travel down into nipaluna and see kunanyi watching over us, I feel a welcome home, and there's this incredible strength of presence by this beautiful mountain who surrounds us and embraces us down here. I can only begin to imagine the deep</p>		

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

<p>intergenerational, spiritual connection that these people have had to Country and to land and really want to acknowledge and pay respects to their care for Country. I also recognise that, in a traditional Acknowledgement of Country, I would acknowledge their elders past, present and emerging, and while I can acknowledge the past elders of the Muwinina people of nipaluna/Hobart, and of kriwa/Sandy Bay, I can't acknowledge their elders present and future, because to our knowledge there are no surviving Muwinina people through the deeply tragic effects of colonization and genocide.</p> <p>I'm studying a unit at the moment on international criminal law and law of armed conflict, learning about genocide and about conflicts and war crimes and it's deeply disturbing to see the parallels that the colonists and many of our ancestors had, and the effects they had on Country and land, and so grieve that loss and loss of care and connection to the land. I also pay my respects to elders and to custodians of land present and emerging of the palawa./pakana people of lutruwita/Tasmania and would like to acknowledge the amazing work that is going into the Reconciliation Action Plan that TUSA is doing throughout this year. We'll be seeing a lot more work done on this, and I'm really grateful for some of the advocacy from M Warrington in particular to bring this really important institutional step forward. It's great to see some positive steps forward in working together with kindness, and to work together effectively in ways of caring for all students of all backgrounds, and ensuring that we are as connected as possible to each other.</p>		
<p>1.2 ACKNOWLEDGEMENT OF LIVED EXPERIENCE M Warrington</p> <ul style="list-style-type: none"> • M Warrington introduced the Acknowledgement of Lived Experience as something started with the 		

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

	<p>Disability Students Collective (DisCo) which acknowledges that we all have lived experiences that mean we may express ourselves differently and have different perspectives on issues.</p> <ul style="list-style-type: none"> • He also noted that UTAS is the most diverse University in the country, making it even more vital to be aware of everyone's lived experience. <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 – J Oates Pryor</p>		
	<p>1.3 ATTENDANCE J Oates Pryor, A Smith, M Warrington, R Fox, A Bissett Stewart, J Bell, H Shojaee Pour, SL Buelens</p>		
	<p>1.4 APOLOGIES N Kumar</p>		
	<p>1.5 ABSENT</p>		
	<p>1.6 GUESTS & OBSERVERS Executive Assistant – C Harris Student Advocate – A Lamont</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 on 28 November 2019) which requires members to identify and disclose any conflicts of interest including gifts.</p> <ul style="list-style-type: none"> • The State Council was asked to update the Conflict of Interest register before the next State Council meeting. 		

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

	ACTION ITEM: for the State Council to update the Conflict of Interest register by the next State Council meeting (C Harris to send out a link).		
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 November 25th, 2024 be accepted as a true and accurate record of the proceedings of that meeting, and approved for upload to the TUSA website. MOVED: J Oates Pryor SECONDED: M Warrington <i>Passed with no abstentions</i>	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	N/A	
	3.1.1		
	3.2 OUTWARDS 3.1.1 Upcoming Invasion Day messaging (to be circulated) <ul style="list-style-type: none"> M Warrington informed the State Council that this will be similar to last year, but including mention of the Reconciliation Action Plan to show action on TUSA's part. 	N/A	
4.	INTERNAL UPDATES	N/A	
	4.1.1 Advocacy Intro & Update A Lamont		

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

- Alec did not provide a full overview of January cases, as the month is not yet complete, but he did note that there have been a lot of complex cases in the January period, which are a mix of new cases and cases carried over from 2024.

A Lamont provided insight into the Advocates through the 2024 Annual Report

- In 2024, the Advocates had 746 cases.
- In 2023, the Advocates had 757 cases
- In 2022, the Advocates had 611 cases.
- A Lamont noted that the slight drop in Advocacy cases in 2024 compared to 2023 may have been due to information about the Advocacy service being dropped off of letters to students, changing attitudes to Advocacy support in favour of external support, or referral pathways breaking down.
- A Lamont provided insight into some of the biggest areas of concern in 2024:
 - 278 cases of financial issues – a dramatic increase on past years (196 in 2023). A Lamont noted is likely due to the cost-of-living crisis and the decrease in student visa quality ranking at UTAS, meaning some international students may not have long-term financial support.
 - 121 academic integrity cases – a decrease on past years. A Lamont noted that this may be due to the change in the University's Artificial Intelligence policy around the use of automatic detection software,
 - Advocates saw a major drop-off after the change of the policy – around 1,500 cases existed before it was switched off, and around 1,000 after.

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

<ul style="list-style-type: none"> • A Lamont noted that a reduction in student numbers at UTAS may have also contributed to the decrease in cases. • In 2024, the Advocates began tracking case interactions, as just tracking cases did not give a full picture of the work the Advocates were doing, particularly on complex cases. <ul style="list-style-type: none"> ○ Case interactions detail the number of times the Advocates are interacting with a case. ○ On average, the Advocates had 131 case interactions per month in 2024. • The Advocates have also started recording additional referral reasons in 2024 – students often come to the Advocates in with one referral reason, such as Academic Integrity, but there may be underlying issues that have contributed to this primary reason, such as financial issues. <ul style="list-style-type: none"> ○ Averaged out across the year, the additional referral reasons would lead to 839 cases in 2024, if those students with multiple reasons were given multiple cases. • \$10,050 in food vouchers were distributed by the TUSA Advocates in 2024, and \$5,000 in hygiene packs given out (excluding those distributed through the TUSA Food Hub). • The State Council and A Lamont discussed the capacity of the TUSA Advocates to handle so many cases and how, despite busy periods, they always manage to get back on top of things. • A Lamont asked if the State Council had any questions after the Advocacy presentation during onboarding. • H Shojaee Pour asked for an example of an Academic Integrity case. 		
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**TASMANIAN UNIVERSITY STUDENT ASSOCIATION
TUSA State Council
MINUTES**

<ul style="list-style-type: none"> ○ A Lamont explained that an academic integrity case means a student has been detected to potentially be doing something incorrect, such as plagiarism, using AI, or colluding with another student. ○ For example, if one student has copied another while working on an individual assignment, this is considered an academic integrity issue. Both students will be flagged for academic integrity. ○ The first student will need to prove their working (aka past working) on their assignment, discuss their understanding of academic integrity, and explain their intentions behind letting the other student read their assignment. ○ The second student would not have evidence of past working, so would instead need to explain why they copied someone else's work (such as external issues going on in their lives that kept them from being able to work). ● H Shojaee Pour asked who reports a case of academic integrity. <ul style="list-style-type: none"> ○ A Lamont stated that a report of academic integrity could be due to submitted references not matching up (AI), if the writing doesn't sound realistic to the marker, or if two assignments sound too similar to one another or have identical text, either with another assignment or a reference. ○ Once this is reported by the marker, a letter is automatically generated and sent to the student. ● A Lamont also noted that there was not yet an update on homelessness, knowing it is a key issue 		
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**TASMANIAN UNIVERSITY STUDENT ASSOCIATION
TUSA State Council
MINUTES**

	<p>for the State Council in 2025, carried over from 2024.</p> <ul style="list-style-type: none"> • He then asked what the State Council's key issues for 2025 are, in order to better support the State Council in their goals, and it was decided that this would be reported back to him at a later date. 		
5.	COUNCIL REPORTS		10 mins
	<p>5.1 PRESIDENT J Oates Pryor Report accepted by State Council</p> <ul style="list-style-type: none"> • M Warrington enquired about outcomes of a meeting between S Ward, J Oates Pryor and J Brann. <ul style="list-style-type: none"> ○ J Oates Pryor reported that financial agreements and sustainability were a big topic of discussion, due to the legislation of 40% SSAF for student-led organisations. 	APPENDIX B	
	<p>5.2 GENERAL SECRETARY A Smith Report accepted by State Council</p> <ul style="list-style-type: none"> • A Smith noted that she is still working on figuring out how best the GenSec role will work to support the State Council, while attending a lot of meetings to support initiatives such as the GBV foreword. • A Smith also introduced the idea of having the State Council and Equity Committee to meet all together to get to know one another and figure out how they can all most effectively work together. 	APPENDIX C	
	<p>5.3 EQUITY PRESIDENT M Warrington Report accepted by State Council</p> <ul style="list-style-type: none"> • M Warrington noted that there will soon be recruitment for the International Student Officer on the Equity Committee, as well as for the new role of Carer's Officer. 	APPENDIX D	

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

<ul style="list-style-type: none"> ○ The First Nations Officer portfolio will remain, but the role will be modified alongside the work of the TUSA Reconciliation Action Plan ● M Warrington added that there will also be some updates to the Code of Conduct for Equity Committee members. 		
<p>5.4 CAMPUS PRESIDENT – SOUTH R Fox Report accepted by State Council.</p> <ul style="list-style-type: none"> ● R Fox raised UniHopper discussions from the end of 2024, noting that there are no planned expansions to service in 2025. <ul style="list-style-type: none"> ○ R Fox noted that the updates were catered toward students in Hobart residential buildings, and also did not work for students with 8am classes. ● M Warrington brought up past discussion of electric buses with curbside kneeling for accessibility, which have been pushed out. He asked whether there were discussed in R Fox’s meeting. <ul style="list-style-type: none"> ○ She noted that it was not mentioned, and that they seemed to be more focused on electric buses than buses with better disability access. ● R Fox also brought up a Young People for Advocacy in Climate Change program, which is putting in a complaint about young people’s human rights being impacted by lack of addressing climate change, for which she is currently looking for students, including a Tasmanian representative. 	APPENDIX E	
<p>5.5 CAMPUS PRESIDENT – NORTH H Shojaee Pour Report accepted by State Council</p> <ul style="list-style-type: none"> ● H Shojaee Pour has been dedicating time to meeting key UTAS and TUSA contacts, and interacting with students to find out what’s happening in their 	APPENDIX F	

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

<p>university experience and pointing them to relevant services where appropriate.</p>		
<p>5.6 CAMPUS PRESIDENT – CRADLE COAST A Bisset Stewart Report accepted by State Council</p> <ul style="list-style-type: none"> • A Bisset Stewart has been working on maintaining relationships with UTAS staff and working with L McLaren to develop Unique Tassie Experiences (UTE) trips for Cradle Coast students. • J Oates Pryor raised the idea of having posters with QR codes for each of the Presidents, for people to reach out with things such as campus experience or academic issues, with the QR code linking to an email address. <p>ACTION ITEM: A Smith to ask M Lutan about development of President-specific State Council posters.</p>	<p>APPENDIX G</p>	
<p>5.7 CAMPUS PRESIDENT – ROZELLE J Bell Report accepted by State Council</p> <ul style="list-style-type: none"> • J Bell contributed to the development of a survey for sports on campus for Rozelle, with responses already being received. • J Bell is also working with L McLaren to develop some Unique Tassie (Rozelle) Experiences for Rozelle students. • J Bell has also been advocating for a competition during the Advanced Practice Conference at Rozelle, with the aim of ensuring students have a voice to create innovation for the sector. • J Bell indicated that he wants to get some flyers and posters made for Orientation containing information about all the TUSA services that are available so that students know about TUSA, and also know they can contact their reps. 	<p>APPENDIX H</p>	

TASMANIAN UNIVERSITY STUDENT ASSOCIATION
TUSA State Council
MINUTES

	<ul style="list-style-type: none"> J Bell also expressed interest in a Rozelle Committee so multiple students could have a voice and bring forward their perspectives and ideas. <p>ACTION ITEM: J Bell and A Smith to develop flyers on key services for Rozelle students.</p>		
	<p>5.8 EDUCATION PRESIDENT (UG) SL Buelens Report accepted by State Council</p> <ul style="list-style-type: none"> SL Buelens noted attendance of the Student Leaders Conference, where she was able to make a lot of new connections with students running Clubs & Societies. 	APPENDIX I	
	<p>5.9 EDUCATION PRESIDENT (PG) N Kumar Report accepted by State Council</p>	APPENDIX J	
	<p>5.10 Projects Register C Harris</p> <ul style="list-style-type: none"> For discussion of items for update/creation in project register. <p>ACTION ITEM: for the State Council to update the Project Register by the next State Council meeting.</p>	VERBAL INLINE WITH ATTACHED 1. Project Register SC - UTD.docx	
	6. ITEMS FOR DISCUSSION		40 mins
	<p>6.1 Key Messaging Document J Oates Pryor</p> <ul style="list-style-type: none"> J Oates Pryor noted that there will be upcoming key messaging around the Legislative Council Inquiry into UTAS, where 2 students will now sit on the UTAS Board, one of whom is elected. J Oates Pryor also noted an upcoming foreword for the UTAS Gender-Based Violence Action Plan. 	TO BE CIRCULATED	
	<p>6.2 State Council 2025 Goals J Oates Pryor</p>	VERBAL ONLY	

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

	<ul style="list-style-type: none"> • The State Council decided that structures, goals and campaigns are to be discussed in another meeting with more time dedicated to it. • In place of this, the State Council discussed how they would like their meetings to run in 2025. They discussed having a more strategic focus in the meetings, and taking the rep reports as read rather than having representatives speak back over them in the meeting. Time for each report would then be dedicated to questions or, in some cases, an update that was not able to be captured in the report. • The State Council also discussed bringing in guests to the meetings, such as key people within TUSA and UTAS, and potentially also individuals from key student groups. 		
	<p>6.3 Nominations for Incoming Representative Governance Involvement J Oates Pryor</p> <p>The following motions were passed via circular motion in December 2024 and are here for noting from the State Council.</p> <p><u>6.5.1. Governance Subcommittee Representative</u></p> <ul style="list-style-type: none"> • The student Governance subcommittee representative will sit on the Board Governance subcommittee as a voting member. The commitment is a 1hr bimonthly meeting running on alternative months to Board of Mangement meetings, as well as adhoc time spent reviewing documents and policy as required to participate within the Governance subcommittee. • The governance subcommittee deals with assessment of policy and governance framework reviews e.g. constitutional updates, which are 	VERBAL ONLY	

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

<p>then put to Board as a recommendation for a decision to be made.</p> <ul style="list-style-type: none"> • The subcommittee are happy to explain concepts and provide mentorship. <p><u>Motion:</u> Election of the Governance Subcommittee Representative</p> <p>That Ruby Fox be appointed to the TUSA Governance Subcommittee</p> <p>MOVED: J Oates Pryor SECONDED: Mark Warrington <i>Passed with no abstentions.</i></p> <p><u>6.5.2.FRAC Subcommittee Representative</u></p> <ul style="list-style-type: none"> • The student FRAC subcommittee representative will sit on the Board FRAC subcommittee as a voting member. The commitment is a 1hr bimonthly meeting running on alternative months to Board of Management meetings, as well as adhoc time spent reviewing documents and policy as required to participate within the FRAC subcommittee. • The FRAC subcommittee deals with assessment of Finance, Risk and Compliance, with specific focus on financials, investment decisions, and risk assessment at the level of Board. Recommendations are then put to Board for a decision. • The subcommittee are happy to explain concepts and provide mentorship. <p><u>Motion:</u> Election of the Finance, Risk and Compliance Subcommittee Representative</p> <p>That Mark Warrington be appointed to the TUSA Finance, Risk and Compliance Subcommittee.</p>	
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TASMANIAN UNIVERSITY STUDENT ASSOCIATION
TUSA State Council
MINUTES

	<p><i>Moved:</i> J Oates Pryor <i>Seconded:</i> J Bell <i>Passed with no abstentions</i></p> <p>6.5.3. UTAS Sustainability Committee <i>Motion:</i> Election of the UTAS Sustainability Committee</p> <ul style="list-style-type: none"> Two student representatives required to sit on the UTAS Sustainability committee. The representatives are also responsible for reporting back into State Council following meetings. <p>That Ruby Fox and Jack Bell be appointed to the UTAS Sustainability Committee.</p> <p><i>Moved:</i> J Oates Pryor <i>Seconded:</i> M Warrington <i>Passed with no abstentions</i></p>		
7.	OTHER BUSINESS		5 mins
	<p>7.1 Confidentiality in SC</p> <ul style="list-style-type: none"> A discussion was held emphasizing the importance of maintaining confidentiality of matters discussed within the role of State Council representative. 	VERBAL ONLY	
	<p>7.2 Booking of IMPACT Sessions A Smith</p> <ul style="list-style-type: none"> Information has not yet been received – it will be conveyed to the State Council by A Smith as soon as possible. 	VERBAL ONLY	
	<p>7.3 Academic Round Tables A Smith & SL Buelens</p> <ul style="list-style-type: none"> SL Buelens raised the idea of running Academic Round Tables in 2025; she noted that they did not run last year, but that they had been run before this. SL Buelens noted that she was open to input from others, especially if they had attended an Academic Round Table before. She also noted that she felt that Academic Round Tables would be a good way to be 	VERBAL ONLY	

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

	<p>able to get to the bottom of student issues, as sometimes at Vent Tents, it isn't possible to get enough information from a student.</p> <ul style="list-style-type: none"> • SL Buelens and A Smith shared that they had considered running them as cohort-specific and inviting any students in that cohort to attend to hear their experiences, and to also ask them questions relevant to discussions of their experience. • SL Buelens invited State Council members to reach out to her if they had any thoughts or had attended something similar. <ul style="list-style-type: none"> ○ R Fox noted that she had attended something similar in 2024 that was run by the university. • SL Buelens noted that she is keen to work with N Kumar on this, and that they are at the stage of working out how the sessions will run. • J Oates Pryor asked if undergraduate and postgraduate sessions were planned to be run together or separately. <ul style="list-style-type: none"> ○ SL Buelens stated that they were planning for them to be run together, but that they could also be split into separate groups while in the same session. • J Oates Pryor raised the idea of creating flyers or other content around UTAS policy in areas such as outdated lecture content and assignment weighting, to ensure that students are aware of what is and is not okay in their classes. <ul style="list-style-type: none"> ○ S Buelens agreed with this idea, noting that in her experience, students have not always been aware of these kinds of policies, meaning they don't know to raise a complaint. 		
	<p>7.4 Circular Motion – Anti Drink Spiking Covers A Smith</p>		

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

<p>This motion was approved via circular prior to the meeting, and is here only for noting by the State Council.</p> <p>Preamble: Last year Liam approved a budget for \$2000 from State Council Programs & Projects for approx. 10000 anti-drink spiking stickers (this was before I negotiated sponsorship from the supplier). We have now missed the train on this in 2024, and as such, we're keen to bring this forward to this year. Fundamentally, this is a step towards greater safety for students.</p> <p>Motion: That the TUSA State Council approves the expenditure of \$1000 from our State Council Programs & Projects budget.</p> <p>MOVED: M Warrington SECONDED: J Oates Pryor <i>Passed with no abstentions</i></p>		
<p>7.5 2025 Reporting J Oates Pryor</p> <ul style="list-style-type: none"> • J Oates Pryor asked the State Council if they would like to make any changes to how reports are structured or presented in 2025. • S Buelens suggested that it might be nice for them to be all structured the same, as differing structures can make it difficult to see what each person's key items were for the month. • H Shojaee Pour raised the quantitative reporting table and whether the titles within it should be kept consistent each month. She also asked how target numbers are decided, and whether there is a standard, or this is decided individually. <ul style="list-style-type: none"> ○ M Warrington and C Harris noted that consistency in the titles is important as it feeds into operational reporting, as well as being important for transparency. 		

TASMANIAN UNIVERSITY STUDENT ASSOCIATION
TUSA State Council
MINUTES

<ul style="list-style-type: none">▪ It was also noted by J Oates Pryor that a title can be removed for a given month (for example, if you have no media communications, this can be removed for the month but should not be later introduced under a different title).○ C Harris also noted that the target numbers are set individually by each State Council member based on how many of each item they have scheduled for the month.○ J Oates Pryor also noted that there are KPI's for the individual position descriptions that provide a percentage of attendance that needs to be met. <p>ACTION ITEM: C Harris to put together a new proforma for State Council reports in 2025.</p>		
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Meeting Closed: 5:22pm

Next Meeting: February 13th, 2025

TASMANIAN UNIVERSITY STUDENT ASSOCIATION
TUSA State Council
MINUTES
ACTION REGISTER
 as at January 23rd, 2025

#	Date of Meeting	Action Item	Responsible Party	Action	Progress to Date or Further Action Required	Status
1	07.08.24	Student Representative Map	All Reps	All reps to provide any additions to the student representative map before the next State Council meeting.		Ongoing
2	25.11.24	Pronoun Badges	Campus Reps	Campus reps to provide M Warrington with the number of pronoun badges available on their campus/es.		Ongoing
3	23.01.25	Conflict of Interest Register (linked)	All Reps	To update the Conflict of Interest Register prior to the February State Council meeting.		Open

TASMANIAN UNIVERSITY STUDENT ASSOCIATION
TUSA State Council
MINUTES

4	23.01.25	President-Specific Posters	A Smith, M Lutan	For A Smith to contact M Lutan about creating posters for each State Council member	M Lutan on leave until 11/2 - working remotely until 17/2	Open
5	23.01.25	Rozelle Services Posters	A Smith, J Bell	For the development of flyers outlining key services for Rozelle students.		Open
6	23.01.25	Reporting Proforma	C Harris	To distribute an updated proforma for State Council rep reports.		Open
7	23.01.25	Project Register (linked)	All Reps	To update the Projects Register before the February State Council meeting.		Open