

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

For the meeting of the TUSA Board of Management to be held on  
**October 14<sup>th</sup> 2025, at 6pm**  
at the TUSA Building Boardroom, Sandy Bay TAS [with zoom access].

**Chair: D Sutton**

**Purpose:** To address matters of management, strategy and direction of the Association, and of property, income and funding.

**Meeting opened: 6:01pm**

	ITEM LISTING	APPENDIX
1	<b>INTRODUCTORY ITEMS</b>	
	<b>1.1 In-Camera Session (as needed)</b>	
	<p><b>1.2 Acknowledgement of Country</b>  S Buelens</p> <p>I would like to begin this meeting by acknowledging the traditional owners of the land on which we meet today. I pay my deepest respects to elders, past and present, of the Wangal people of the Eora nation, the Palawa Pakana people of Kanamaluka (Launceston), Pataway (Burnie) and Nipaluna (Hobart).</p> <p>In Nipaluna (Hobart), I pay respect to the traditional and original owners of this land, the Muwinina people, and pay respect to those that have passed before us. No Muwinina people are alive today due to invasion, war, and genocide. I also want to acknowledge that sovereignty was never ceded.</p> <p>We are gathering today on lands that have been cared for, and where stories have been told and knowledge has been passed on for tens of thousands of years. I personally love Lutruwita Tasmania for its beautiful landscape. But when I go bushwalking on this land, these places are not untouched wilderness. They're old country walked and known by Palawa Pakana ancestors long before we came to admire the views.</p> <p>Today I would also really like to share a story of the Palawa Pakana people, the dreamtime story of Dromerdeene and Luina the blue wren. In this story, Dromerdeene sets out to reconcile with his brother Moihernee, but is attacked by the beasts that are guarding his brother. As Dromerdeene lies</p>	

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	<p>there injured, there is a tiny grey bird, a very little wren who overhears the beasts plotting to return and finish off Dromerdeene. The bird, even though it is very small, tries to rouse Dromerdeene and then, when the beasts return, it even goes so far as to fight them.</p> <p>The wren is immediately thrown against the gum tree, but its bravery sparks a response. All the other bush creatures come to help, and even the gum tree itself rains down the gumnuts on the attackers until eventually a star carries Dromerdeene to safety. In gratitude, Dromerdeene transforms each helper thanks to the star, but especially the bird, who he gives bright black eyes, a fan-like tail, and the radiant blue on its crown. From then on, this blue wren, Luina, symbolised courage and freedom.</p> <p>This story speaks quite deeply to me. It's a reminder that even the smallest acts of protection and care can really spark a great change. As we begin this meeting, I would like to hold space for those connections, to place, to each other, and to the stories that have always been there.</p>	
	<b>1.3 Welcome</b>	
	<b>1.4 In attendance</b> D Sutton, A Amore, R Baird, S Buelens, R Fox, A Greenwood, L McLaren, J Oates Pryor, B Smith, M Warrington, P Leersen	
	<b>1.5 Apologies</b> P Stough	
	<b>1.6 Absent</b>	
	<b>1.7 Staff, guests &amp; observers</b> TUSA Staff: S Ward, C Harris, R de Villeneuve, K White (Item 4.2) Togatus Editor-In-Chief: E Unwin Tew (Item 4.1) CAPA Vice President: R Lee (Item 5.6)	
	<b>1.8 Conflicts of interest</b> <ul style="list-style-type: none"> <li>• P Leersen declared a Conflict of Interest as the Director of Campus Services at UTAS in relation to Item 5.1 of the agenda.</li> </ul>	
<b>2</b>	<b>MINUTES AND MATTERS ARISING</b>	
	<b>2.1 Minute approvals</b> <b><u>2.1.1 TUSA Board of Management Meeting Minutes Amendments</u></b> A discussion of items requiring amendment or redaction from previous minutes prior to publication.	

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<p><b><u>2.1.2 TUSA Board of Management Meeting Minutes Approval</u></b></p> <p><u>Motion:</u>  That the minutes of the TUSA Board of Management Meeting held on <b>12th August 2025</b> be accepted as a true and accurate record of the proceedings of that meeting pending above correction.</p> <p><b>MOVED:</b> R Baird      <b>SECONDED:</b> J Oates Pryor  <i>Passed with no abstentions.</i></p> <p><b><u>2.1.3 TUSA Board of Management Meeting Minutes Online Upload</u></b></p> <p><u>Motion:</u>  That the minutes of the TUSA Board of Management Meeting held on <b>12<sup>th</sup> August 2025</b> are approved to go online, withholding appendices and any sensitive discussions, following any amendments noted above.</p> <p><b>MOVED:</b> B Smith      <b>SECONDED:</b> R Baird  <i>Passed with no abstentions.</i></p>	<b>APPENDIX A</b>
<p><b>2.2 Matters arising from previous minutes</b></p> <ul style="list-style-type: none"> <li>• As per action table.</li> </ul>	
<b>3 CORRESPONDENCE</b>	
<p><b>3.1 Inward correspondence</b></p> <p><b>3.1.1 Business Name Registration for ‘Tasmanian University Student Association’</b></p> <ul style="list-style-type: none"> <li>• Noted by the Board.</li> </ul> <p><b>3.1.2 Record of Registration for Business Name</b></p> <ul style="list-style-type: none"> <li>• Noted by the Board.</li> <li>• S Ward noted that a number of operational steps are currently underway to change TUSA’s business name following the registration.</li> </ul> <p><b>3.1.3 Change in Arrangements for the Audit of Accounts</b></p> <ul style="list-style-type: none"> <li>• Noted by the Board.</li> <li>• S Ward identified that this impacts Item 5.5 in the agenda, as TUSA no longer being controlled entity will impact the 2025 audit.</li> </ul> <p><b>3.1.4 VC Letter to TUSA President &amp; General Secretary</b></p> <ul style="list-style-type: none"> <li>• Noted by the Board.</li> </ul>	<p><b>APPENDIX B1</b></p> <p><b>APPENDIX B2</b></p> <p><b>APPENDIX B3</b></p> <p><b>APPENDIX B4</b></p>
<p><b>3.2 Outward correspondence</b></p> <p>Nil</p>	

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4	TEAM IN FOCUS	
<p><b>4.1 Togatus</b></p> <p>E Unwin Tew</p> <ul style="list-style-type: none"> <li>• E Unwin Tew provided a presentation about Togatus.</li> <li>• S Ward commended the 2025 Togatus team for all their work on growing Togatus' brand and reputation. <ul style="list-style-type: none"> <li>○ E Unwin Tew thanked S Ward and TUSA for their continued belief in and support of Togatus, and their recognition of the importance of Togatus' work.</li> </ul> </li> <li>• R Baird asked about the risk of the entire Togatus team rolling over every year, citing concern that this could mean important knowledge and progress is lost. <ul style="list-style-type: none"> <li>○ E Unwin Tew stated that recruitment for 2026 would hopefully be intentional with recruiting students from multiple year levels.</li> <li>○ The Board discussed the integral nature of TUSA's support for Togatus, as well as the benefit of TUSA not having censorship over Togatus. This was juxtaposed with most other student magazines in the country, over which either a university or student association often has censorship.</li> </ul> </li> </ul>	<p><b>VERBAL &amp; PRESENTATION ONLY</b></p>	
<p><b>4.2 Food Security Program</b></p> <p>K White</p> <ul style="list-style-type: none"> <li>• K White provided a presentation about the TUSA Food Security Program.</li> <li>• The Board asked if the team check whether those accessing Food Hub are students, and asked the protocol if a non-student attempt to access the Food Hub. <ul style="list-style-type: none"> <li>○ K White confirmed that students show their ID to ensure that they are a UTAS student.</li> <li>○ K White noted that, unless there is an abundance of food in the Food Hub, any non-students would be directed to other services, such as the 24-hour pantries outside the Sandy Bay and Inveresk Food Hubs. <ul style="list-style-type: none"> <li>▪ J Oates Pryor asked what the Board can do to help support the Food Hubs and Food Security Program more generally.</li> </ul> </li> </ul> </li> </ul>	<p><b>VERBAL &amp; PRESENTATION ONLY</b></p>	

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	<ul style="list-style-type: none"> <li>○ K White noted consideration of the program in budget allocations for 2026, as well as links to philanthropic funding opportunities.</li> <li>○ The Board stated general support for ongoing funding, to be considered in the 2026 Budget.</li> <li>● S Ward and the Board thanked K White for her hard work in expanding the Food Hub model from a pilot to a program that exists across all five of UTAS' major campuses.</li> </ul>	
<b>5</b>	<b>MATTERS FOR DISCUSSION/APPROVAL</b>	
	<p><b>5.1 TUSA Southern Campus Footprint</b></p> <p>S Ward</p> <ul style="list-style-type: none"> <li>● Paper tabled at meeting.</li> <li>● P Leersen left the meeting due to his conflict of interest in working as Executive Director of the UTAS Campus Services team.</li> <li>● S Ward provided an update on ongoing conversations with Campus Services regarding TUSA's future spaces at Sandy Bay and Hobart City campuses. <ul style="list-style-type: none"> <li>○ She noted UTAS's formal written support for a cold shell fit-out of the back-end of the ground floor of the McCann's Building, acknowledging that significant work is required to bring the entire floor to code.</li> <li>○ Confirmation has also been received for TUSA to pilot a café in Hobart City Apartments and operate coffee carts at the Medical Science Precinct and outside Hunter Street.</li> <li>○ S Ward expressed optimism about future approval for a coffee cart within the Forest, noting that stakeholder matters must first be addressed by the University.</li> </ul> </li> <li>● She advised the Board of TUSA's success in securing a \$250,000 DPAC grant, with \$170,000 earmarked for renovations, while the remaining funds will support non-fixed infrastructure such as shelving. <ul style="list-style-type: none"> <li>○ This grant will complement UTAS's \$550,000–\$670,000 investment in the cold shell fit-out, as both have been earmarked to support renovations for the Food Hub/Social Supermarket and Social Enterprise Cafe.</li> </ul> </li> </ul>	<p><b>APPENDIX C1</b></p> <p><b>APPENDIX C2</b></p> <p><b>APPENDIX C3</b></p> <p><b>APPENDIX C4</b></p> <p><b>APPENDIX C5</b></p> <p><b>APPENDIX C6</b></p> <p><b>APPENDIX C7</b></p>

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- The Board expressed appreciation for UTAS's investment and noted the importance of TUSA's presence in the city, given that 70% of southern students will be city-based from February 2026.
  - S Ward highlighted that TUSA's move into the city is a positive for UTAS, given previous State Council opposition, and noted support from the Vice-Chancellor to have TUSA in the city.
- UTAS has committed to a 5-year peppercorn lease (\$0) to TUSA for the McCann's Building, with an option for a further 5 years and potential Phase 2 expansion to the entire ground floor.
  - While positive, concerns remain about the lack of amenities (including toilets) and the absence of a fully cohesive, student-centred vision for the full space.
- S Ward confirmed that fit-out costs beyond the cold shell will be TUSA's responsibility.
- The Board provided in-principle approval of UTAS's offer, subject to:
  - Revision of scope of works to incorporate the additional \$180k DPAC funding for ground floor renovations.
  - Inclusion of amenities (including toilets) on the ground floor.
  - Inclusion of option within lease for entire ground floor on conclusion of Vinnie's lease in September 2026. Unless option-to-lease included, TUSA will not progress.
- The Board requested financial modelling for fit-out and OPEX rather than a blanket \$50,000 allocation, to be presented at the December meeting. The Board also emphasized the need for TUSA branding and signage for visibility.
- The Board noted appreciation for UTAS's commitment to a kitchen and cafe in Hobart Apartments, and coffee carts in Hobart City. Exclusive use of the kitchen was noted as essential for professional operations, and thanks to P Fay for suggesting TUSA cater UTAS Welcome Dinners to address concerns around this exclusive use.
  - S Ward will also cost up fit-out and OPEX for this space for the December Board meeting.
- On the Sandy Bay campus, the Board reconfirmed support for the relocation to the lower ground floor of the Social Sciences building,

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<p>subject to minor works (wall removal, vinyl flooring, swipe locks) and improved storage closer to operations.</p> <ul style="list-style-type: none"> <li>○ The Board requested a firm timeline for relocation, with end of January as the go/no-go date due to Semester 1 peak.</li> <li>● The Board reiterated strong support for TUSA's city presence in a space that meets commercial standards, while continuing strategic advocacy through the State Council.</li> </ul>	
<p><b>5.2 Investment Options</b></p> <p>S Ward</p> <ul style="list-style-type: none"> <li>● Item postponed at the last meeting due to illness, with further discussion held at FRAC.</li> <li>● S Ward highlighted the recommendation that TUSA begin a process to seek expressions of interest for the provision of professional investment advisory services for a period of 5 years and requested Board feedback. <ul style="list-style-type: none"> <li>○ The Board discussed the timeline of 5 years, and if there should be a review of the performance of the advisory service during this time.</li> <li>○ The benefit of a commitment to a longer investment period for growth was discussed. Longer-term commitment was raised as particularly important if TUSA is looking to move toward a growth profile rather than remaining in a defensive investment strategy now that funding is secured through legislated 40% SSAF.</li> </ul> </li> <li>● The Board noted it is important to engage advisory services with expertise to guide decision-making who is aware of changes in the market and how they can impact or disrupt investments. <ul style="list-style-type: none"> <li>○ R Fox stated it was particularly important to ensure the financial advisor is well-versed in ethical investment, to align with TUSA's commitment to ethical investment.</li> </ul> </li> </ul> <p><b>MOTION:</b> that the Board;</p> <ol style="list-style-type: none"> <li>1. Initiate a market process to seek Expressions of Interest for the provision of professional investment advisory services for a period of five years.</li> <li>2. Maintain investment of the Capital Investment Portfolio in term deposits for a period of 4 months via Tas Ethical, in line with EOI process.</li> </ol>	<p><b>APPENDIX D1</b>  <b>APPENDIX D2</b>  <b>(see email)</b></p>

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<p>3. Establish a standing agenda item within the Finance, Risk &amp; Audit Committee to monitor and review the investment strategy and allocations on an ongoing basis.</p> <p><b>MOVED:</b> A Greenwood    <b>SECONDED:</b> L McLaren  <i>Passed with no abstentions.</i></p>	
<p><b>5.3 Finance Policy</b>  S Ward</p> <ul style="list-style-type: none"> <li>S Ward noted that the Policy was fast-tracked for review due to developments in this space. She noted that it has been reviewed and endorsed by FRAC.</li> </ul> <p><b>MOTION:</b> That the Board approves the TUSA Finance Policy.</p> <p><b>MOVED:</b> A Smith    <b>SECONDED:</b> P Leersen  <i>Passed with no abstentions.</i></p>	<p><b>APPENDIX E1</b>  <b>APPENDIX E2</b></p>
<p><b>5.4 TUSA Workplace Health, Safety &amp; Wellbeing Policy</b>  S Ward</p> <ul style="list-style-type: none"> <li>S Ward noted that this is a new policy, for which professional HR advice was sought. It was also reviewed and endorsed by the Governance Committee.</li> </ul> <p><b>MOTION:</b> That the Board approves the TUSA Workplace Health, Safety and Wellbeing Policy.</p> <p><b>MOVED:</b> R Fox    <b>SECONDED:</b> M Warrington  <i>Passed with no abstentions.</i></p>	<p><b>APPENDIX F1</b>  <b>APPENDIX F2</b></p>
<p><b>5.5 Audit Update</b>  S Ward</p> <ul style="list-style-type: none"> <li>S Ward advised that the Tasmanian Audit Office (TAO) have confirmed that TUSA is no longer a controlled entity of the University as of July 14th, 2025.</li> <li>She noted that the TAO had intended to outsource TUSA's audit to Synectic Group but that, since TUSA is no longer a controlled entity, we are not required to be audited by Synectic Group.</li> </ul>	<p><b>APPENDIX G1</b>  <b>APPENDIX G2</b>  <b>APPENDIX G3</b>  <b>APPENDIX G4</b></p>

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<ul style="list-style-type: none"> <li>○ In line with the Delegations Policy, TUSA sought two quotes for the 2025 audit; one from Synectic Group, and one from WLF Accounting &amp; Advisory.</li> <li>● S Ward stated that, though both auditors were similar in cost and delivery of service, WLF is recommended as TUSA's 2025 auditor.</li> <li>● A Amore noted that Synectic is very forward-thinking with climate accounting and ESG reporting, while also stating she was happy with either auditor being appointed.</li> </ul> <p><b>MOTION:</b> That the Board appoint WLF Accounting &amp; Advisory to undertake the 2025 audit, based on their cost-effectiveness, sector experience, and comprehensive service offering.</p> <p>That the General Manager arrange a Special General Meeting with the Chancellor and TUSA President to formally approve the appointment of WLF as TUSA's 2025 auditors.</p> <p><b>MOVED:</b> J Oates Pryor     <b>SECONDED:</b> P Leersen  <i>Passed with no abstentions.</i></p>	
<p><b>5.6 2025-6 Budget Update</b></p> <p>S Ward</p> <ul style="list-style-type: none"> <li>● S Ward informed the Board that UTAS has reported a higher SSAF income than originally forecast. Currently, this is mapped for TUSA to be an extra \$103,000 compared to what was budgeted, but this will not be confirmed until January 2026.</li> <li>● Due to this, it has been decided that the potential increase will be considered for the development of the 2026 budget, while noting that there is an overarching intention to spend SSAF in the year students pay it where possible.</li> <li>● The Board commended strong budget management from S Ward and the TUSA Team.</li> </ul>	<b>APPENDIX H</b>
<p><b>5.7 CAPA Affiliation</b></p> <p>B Smith &amp; J Oates Pryor</p> <ul style="list-style-type: none"> <li>● J Oates Pryor introduced R Lee, the Vice President of CAPA, who was invited to answer questions from the Board about affiliation with the Council of Australian Postgraduate Associations (CAPA). <ul style="list-style-type: none"> <li>○ He praised CAPA's work on advocacy for postgraduate students across Australia.</li> </ul> </li> </ul>	<b>APPENDIX I1</b> <b>APPENDIX I2</b> <b>APPENDIX I3</b>

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- R Lee stated that CAPA exists to facilitate a national voice on nationwide postgraduate issues. Their current key focuses are increasing the HDR stipend, and placement payments for all courses with compulsory placements, including undergraduates.
- The Board asked what value students get out of TUSA paying the CAPA affiliation fee.
  - J Oates Pryor highlighted that HDR representation in Tasmania can be strengthened through affiliation. He also highlighted value in working with fellow students at a national level to more effectively influence policy discussions.
  - He also raised capacity, and how TUSA can use what capacity they have to tackle systemic problems in affiliation with CAPA.
  - R Lee highlighted submissions to Government by CAPA (13 throughout 2025) and raised that they can assist with petitioning for positive change for HDR students where it may be beyond capacity of student associations or be a national issue.
- The Board enquired about the success of government lobbying by CAPA so far.
  - R Lee noted CAPA has only become active over the past two years, but that they have been invited into key national forums to raise issues for postgraduate students. This indicates that CAPA are being listened to.
  - It was highlighted that the more student associations CAPA is affiliated with, the stronger their voice will be. It was also noted that all affiliated student associations have a voice at the table, no matter their size.
- The Board noted the importance of ensuring two-way communication, so that TUSA sends information to CAPA while also receiving information in return.
- R Fox asked whether there is an opportunity to send more than one postgraduate delegate, as is done with the NUS.
  - R Lee stated this was not a possibility, as all affiliated associations are only able to send one delegate to ensure there is no confusion around the position of their organisations.

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<ul style="list-style-type: none"> <li>○ He did state that more than one student can be in the room to voice their opinions, but only the delegate is allowed to vote.</li> <li>● Following R Lee's departure from the meeting, the Board discussed the CAPA affiliation payment. <ul style="list-style-type: none"> <li>○ J Oates Pryor noted that he had submitted a fee discount form, requesting that TUSA pay \$1,000 for membership, rather than the original \$16,000. It was noted by the Board that this was a significant discount.</li> <li>○ J Oates Pryor noted that a fee discount would need to be applied for every year. It was noted that the reaffiliation period each year is a good time to consider CAPA's alignment with TUSA's strategic vision and advocacy for postgraduate students.</li> </ul> </li> </ul> <p><b>MOTION:</b> that the Board approve TUSA's affiliation with the Council of Australian Postgraduate Associations (CAPA), conditional upon the 2026 affiliation fee being confirmed at \$1,000, and provide for budget in 2026.</p> <p><b>MOVED:</b> P Leersen     <b>SECONDED:</b> A Greenwood  <i>Passed with no abstentions.</i></p>	
<p><b>5.8 FRAC Proposed Members</b></p> <p>S Ward</p> <ul style="list-style-type: none"> <li>● S Ward informed the Board that, at their last meeting, FRAC identified vacancies of two independent members. Following an internal call-out for expressions of interest for people filling skill gaps in FRAC, two applications have been received. <ul style="list-style-type: none"> <li>○ Natasha Whish-Wilson, who has valuable depth and experience in risk management.</li> <li>○ Paul Muller, who has experience in strategy, governance, and innovation, as well as previous experience working with TUSA. <ul style="list-style-type: none"> <li>▪ The Board noted a potential conflict of interest for P Muller, who is involved in the delivery of free Certified Project Officer (CPO) training for students. It was decided no action needed to be taken on this, but that it was useful to note.</li> </ul> </li> </ul> </li> </ul>	<p><b>APPENDIX J1</b>  <b>APPENDIX J2</b>  <b>APPENDIX J3</b></p>

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	<ul style="list-style-type: none"> <li>S Ward confirmed that two new members will fill the external Committee member vacancies. She stated that State Council representatives would nominate for the Committee in early December, with the hopes of two State Council members for FRAC in 2026.</li> </ul> <p><b>MOTION:</b> That the Board endorse the appointment of Natasha Whish-Wilson and Paul Muller as Independent Members of the Finance, Risk and Audit Committee (FRAC), each for a term of three years, effective immediately.</p> <p><b>MOVED:</b> A Greenwood    <b>SECONDED:</b> R Baird  <i>Passed with no abstentions.</i></p>	
	<p><b>5.9 2026 Proposed Board Dates</b>  S Ward</p> <ul style="list-style-type: none"> <li>The proposed dates for 2026 Board and subcommittee meetings were noted by the Board, with invites for the 2026 meeting series to be sent out in the coming weeks.</li> </ul>	APPENDIX K
<b>6 MATTERS FOR NOTING</b>		
	<p><b>6.1 Key Messaging Update</b>  J Oates Pryor</p> <ul style="list-style-type: none"> <li>J Oates Pryor noted that approval of the current Students as Partners framework had been received from the Vice-Chancellor, and focus has shifted to delivery of the framework.</li> <li>The Board discussed the Elections process which ran smoothly in 2025 and recognised the work of both TUSA and those running for election, with particular note of remaining engaged with those who are not elected.</li> <li>J Oates Pryor noted that S Buelens is currently working on compiling the Vent Tent data into statistics and a final report.</li> <li>J Oates Pryor noted John Fisher College's recent reaffiliation with TUSA, citing the positive relationship-building opportunity.</li> </ul>	VERBAL ONLY
	<p><b>6.2 Appointment of Phil Leersen</b>  S Ward</p> <ul style="list-style-type: none"> <li>Noted by the Board.</li> </ul>	APPENDIX L1 APPENDIX L2
	<p><b>6.3 TUSA Elections Board Report</b>  S Ward</p>	APPENDIX M1 APPENDIX M2

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<ul style="list-style-type: none"> <li>• Noted by the Board.</li> <li>• S Ward thanked L McLaren for his work on Elections and this report, and stated the biggest takeaway from this year was the positive experience of having an external returning officer in K Denny.</li> <li>• S Ward highlighted that no significant issues were raised during the 2025 Elections.</li> <li>• She noted a decrease in nominees and voting numbers. Consideration is being put into reshaping year-round messaging about student politics, to catch interest and engagement early.</li> <li>• She informed the Board that there was a high response rate to the Elections survey, which will be a valuable report for the incoming State Council. <ul style="list-style-type: none"> <li>○ She also noted that the new State Council will meet to appoint the new student Board and subcommittee members on December 2<sup>nd</sup>.</li> </ul> </li> </ul>	
<p><b>6.4 UTAS Council Presentation</b></p> <p>S Ward</p> <ul style="list-style-type: none"> <li>• Noted by the Board.</li> <li>• S Ward noted that the presentation was very well received by UTAS Council, with a strong show of support for TUSA. <ul style="list-style-type: none"> <li>○ She noted that there was some discussion around increased elected student representation on UTAS Council, but that there was no commitment on future direction.</li> </ul> </li> </ul>	<p><b>APPENDIX N1</b>  <b>APPENDIX N2</b>  <b>APPENDIX N3</b></p>
<p><b>6.5 July – August 2025 Operational Report</b></p> <p>S Ward</p> <ul style="list-style-type: none"> <li>• Noted by the Board.</li> <li>• S Ward noted key standout items from the Operational Report, including: <ul style="list-style-type: none"> <li>○ A high percentage of caseload for Advocacy were financial issues during this period.</li> <li>○ The Student Legal Service and the Food Hub both saw their highest month of turnout in the reporting period.</li> <li>○ The State Council continued work on their Gender-Based violence campaign.</li> </ul> </li> </ul>	<p><b>APPENDIX O</b></p>

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<ul style="list-style-type: none"> <li>○ TUSA's Reconciliation Action Plan (RAP) has been conditionally approved, and work has started on the commissioned artwork.</li> <li>○ TUSA was highly visible during this period through a range of TUSA and C&amp;S events.</li> <li>○ The Unique Tassie Experiences Program trialed City Walking Tours, which were received positively. There is hope this will be duplicated in 2026 subject to funding.</li> <li>○ The Financial Literacy Program is on track, with workshops shifted to early 2026 to maximize student engagement.</li> <li>○ Proposal submitted to the School of Nursing regarding TUSA running the compulsory Mental Health First Aid for these students.</li> </ul>	
<p><b>6.6 Spotlight Report</b> S Ward</p> <ul style="list-style-type: none"> <li>● Noted by the Board.</li> <li>● S Ward noted conservative spending in the first half of 2025, with a surplus anticipated.</li> <li>● She also noted that some of TUSA's term deposits matured in this period, with \$150,000 of interest gained.</li> </ul>	<b>APPENDIX P</b>
<p><b>6.7 GM Report</b> S Ward</p> <ul style="list-style-type: none"> <li>● Noted by the Board.</li> <li>● S Ward noted key standouts from the GM Report, including: <ul style="list-style-type: none"> <li>○ A review of the Equity Committee is being undertaken by General Secretary A Smith.</li> <li>○ TUSA's first festival since 2008, Send Off, is in planning to be held on 21 November.</li> <li>○ D Sutton as indicated that he will step down as Board Chair at the end of 2025, activating Section 4.5.1 of the Board Charter. The vacancy has been advertised, with a Selection Committee being formed by the Governance Committee to shortlist applications and move forward with interviews.</li> <li>○ The TUSA Board Strategy Session is scheduled for October 27<sup>th</sup> at 3pm.</li> </ul> </li> </ul>	<b>APPENDIX Q</b>
<p><b>6.8 Governance Committee Draft Minutes</b> R Baird</p>	<b>APPENDIX R</b>

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	<ul style="list-style-type: none"> <li>• Noted by the Board.</li> <li>• The Board briefly discussed attendance requirements for Board members at meetings.</li> </ul>	
	<b>6.9 FRAC Draft Minutes</b> A Greenwood <ul style="list-style-type: none"> <li>• Noted by the Board.</li> </ul>	APPENDIX S
	<b>6.10 Other Business</b> D Sutton	VERBAL ONLY
	<b>6.11 Meeting Feedback</b> D Sutton	VERBAL ONLY

Meeting Closed: 8:57pm

Next Meeting: December 9<sup>th</sup>, 2025

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**ACTIONS ARISING**  
**as of October 2025**

#	Date Opened		Responsible Party	Action	Progress to Date or Further Action Required	Status
1.	11.02.25	Commercial Sub-Committee	S Ward; D Sutton	To consider opportunity for TUSA Commercial Sub-Committee.	To be considered outside of session. Anyone interested invited to reach out to S Ward.	Open
2.	11.02.25	TUSA Executive Risk	FRAC	To consider TUSA Executive capacity risk.	Acknowledged as risk and referred to FRAC.  To be considered within 2026 Budget preparation.	Open
3.	03.06.25	Commercial Manager Report	S Ward, Commercial Manger	For the Commercial Manager to provide an interim report to the Board before the end of 2025	As of August meeting: 8 applications received for the Commercial Manager role, with shortlisting taking place.	Open
4.	12.08.25	Investment Induction Session	A Greenwood, S Ward	For an investment induction session to be planned for Board members.	To be done after onboarding of 2026 SC members.	Open
5.	12.08.25	Spotlight Report – Forward Projection Figures	S Ward, A Amore	Budget and Spotlight report to be reviewed in 2026 for more accurate projection figures.	To be considered in January 2026.	Open

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**TUSA BOM CONFLICT OF INTEREST REGISTER (OPEN COIS ONLY)**  
as of October 2025

#	Date of Conflict	Name of person declaring conflict	Position	Meeting or event where conflict arose	Details of conflict	Action taken in response to conflict
1.	25.09.23	D Sutton	Chief Executive Committee for Greater Hobart	Noted 27.02.23	I have been appointed as Chief Executive of the Committee for Greater Hobart. The Committee is in its formative stages and the Committee includes the Vice Chancellor of the University of Tasmania.	Noted COI
2.	27.02.23	D Sutton	UTAS alumnus & current connection	Noted 27.02.23	I currently have a son who is completing a Bachelor of Education degree at the University of Tasmania.	Noted COI
3.	27.02.23	D Sutton	Investment interests	Noted 27.02.23	I currently have direct investment interests in a share portfolio including shares in My State Bank, Coles, Wesfarmers, and Telstra.	Noted COI
4.	30.07.24	R Baird	Chair of the legal practice centre – that run legal practice course	Noted 30.07.24		Noted COI
5.	11.03.25	R Baird	UTAS Staff Member	Noted 30.07.24	Staff member at the University of Tasmania's Law School.	Noted COI
6.	20.05.24	L McLaren	TUSA Staff Member	Noted 11.03.25	TUSA Staff Member in roles of UTE Coordinator and Media TEL.	Noted COI
7.	14.10.25	P Leersen	UTAS Staff Member	Noted	Director of the Campus Services Team at the University of Tasmania.	Noted COI