

TASMANIAN UNIVERSITY STUDENT ASSOCIATION
Board of Management
AGENDA

For the meeting of the TUSA Board of Management to be held on
Monday 2nd of May 2022 at 5:30pm
via ZOOM video conference and Hobart Boardroom, TUSA Building, Sandy Bay.

Chair: D. Bartlett

Meeting opened: 5:30pm

1.0 **Introductory Items**

1.1 **IN-CAMERA SESSION (as needed)**

1.2 **ACKNOWLEDGEMENT OF COUNTRY**

We pay our respects to elders past and present, to the many Aboriginal people that did not make elder status, and to the Tasmanian Aboriginal community that continue to care for Country. We recognise a history of truth which acknowledges the impacts of invasion and colonisation upon Aboriginal people resulting in the genocide and forcible removal from their lands. Our Islands are deeply unique, with spectacular landscapes with our cities and towns surrounded by bushland, wilderness, mountain ranges and beaches. We stand for a future that profoundly respects and acknowledges Aboriginal perspectives, culture, language and history; and a continued effort to fight for Aboriginal justice and rights paving the way for a strong future.

1.3 **WELCOME**

Chair – D Barlett

1.4 **PRESENT**

D Bartlett, S Crothers, J Newman, A Moore, B Broad, R Mawad, T Wienker, P Ratcliffe

1.5 **APOLOGIES**

1.6 **ABSENT**

1.7 **STAFF, GUESTS & OBSERVERS**

S Gorringe, E Knuckey

1.8 **CONFLICTS OF INTEREST**

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Board 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.

2.0 Minutes & Matters Arising

2.1 AMENDMENTS

2.2 MINUTES

2.2.1 TUSA Board of Management Meeting Online APPENDIX A

	Motion	Moved: <u>T Wienker</u>	Seconded: <u>J Newman</u>	
		that the minutes of the meeting of the TUSA Board of Management held on 28.03.22 be accepted as a true and accurate record of the proceedings of that meeting.		

2.2.2 TUSA Board of Management Meeting Minutes Online

	Motion	Moved: <u>T Wienker</u>	Seconded: <u>J Newman</u>	
		that the minutes of the 28.03.22 meeting are approved to go online, withholding appendices and any sensitive discussions, following discussed revisions and approval by S Gorringe.		

2.3 MATTERS ARISING FROM PREVIOUS MINUTES

TUSA comms sign-up project

Two outcomes:

- For future students: done through an optional form in their enrolment process.
- For current students: Assigned optional tasks under *My Tasks* in eStudent to complete similar form as the ones in the enrolment ones. Students can opt-in here.
- To be executed for Semester 2.

3.0 Correspondence

3.1 INWARD CORRESPONDENCE

APPENDIX B

C&S Day Summary & Public Health Communications
S Gorringe

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- Provided written report included with Public Health Letter. Other key learnings to be discussed with S Taylor (regular meeting to start tomorrow).

Learnings from C&S Day Activity 2022

- Need for ongoing and regular updates to stay across significant items strategic & operational from both parties (dropped off after November and these hadn't resumed).
- Need for greater clarity around TUSA's purpose in attendance at UTAS Meetings – sometimes operational activities get confused with student input and things can be missed and/or there is an over dependency on President and other roles to provide TUSA perspective on operational matters.
- To enable better consultation, written rationales to be provided so these can be distributed to all relevant parties, rather than conversations and 'broken telephone', opportunities to talk to our own independent decisions at times may also assist.
- Subsequent liaison between UTAS and T Wienker were positive in respect to event safety and execution at C&S Day.

3.2 OUTWARD CORRESPONDENCE

- NA

4.0 Matters for Discussion

4.1 BOM Strategy & Performance Workshop (June 1)

Sam Gorringe

Verbal Only

Some agenda items noted for upcoming workshop:

- To assess key strategic risks that the board needs to be cognizant of and mitigate.
- Discuss CEO and board succession.
- Discuss TUSA's market – should TUSA consider offering any services/programs beyond the university i.e. other student types to build relevance and awareness, access

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other funding options and demonstrate greater inclusivity, thus ensuring sustainability into the future

4.2 BOM Annual Calendar (Remainder of 2022)

APPENDIX C

Sam Gorringe

- For BoM to consider as this will inform TUSA operational team work as well as underpin TUSA's governance development & performance journey

5.0 Matters for Noting

5.1 STRATEGIC REPORT

APPENDIX D

Sam Gorringe & Sophie Crothers

- Noted board pack error – project status section of strategic report not necessary for board review.
- Gorringe having conversations with COBE University College (UC) about specific engagement of the UC program.
- TULS-UTAS current status: UTAS moving to offer returning face-2-face teaching with live recordings available in Semester 2 in the law school, and promising flexibility for some units. If discussions continue to escalate, TUSA have agreed to support TULS – this may take the form of media statements and promotion of student petitions as required.

5.2 FINANCE AND INVESTMENT REPORTS (SPOTLIGHT)

APPENDIX E

Efi Kleiner & Tyson Wienker

- Spotlight report taken as read.
- Investment report back on track and for discussion next BoM. Group were unable to hold FRAC meeting last week as they didn't have quorum.
- Met with Tas Ethical – Tas Ethical remain well engaged with both board and student reps.

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- Audit report passed FRAC review, nothing major to add, close item.

Tas Ethical Report

Tom Robertson

- All shares and property funds have been purchased for the recommended portfolio.
- The managed fund transfer is underway now signatures have been updated – Hub have advised this could take 5-6 weeks to complete (managed funds are slow), once they hit, we will invest into the safe assets. This creates a benefit as having to wait during this period means interest rates are rising which will have a benefit on these assets growth.

5.3 KEY MESSAGE UPDATE

Sophie Crothers

- National student safety survey follow-up – TUSA investigating programs to be run independent of university action, opting into existing resources and tailoring them to UTAS.
- Move into the city – S Crothers chatted with Phil Leersen from transformation team about consultation of move to the city in Hobart specifically, but more consultation needed.
- No response from Save UTAS Campus yet.

APPENDIX F

ACTION ITEM: Revision of key messaging document.

5.4 COMMUNITY LEGAL SERVICE REPORT

Jessica Sabapathy (YLA)

- Report noted and board happy with the progress and direction of the community legal service – a good example of what TUSA can achieve when we collectively evaluate student needs.

APPENDIX G

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- The Student Legal Service (SLS) is being accessed primarily by international students, as predicted based on migration support being the most frequently accessed service to date.

ACTION ITEM: J Newman to contact S Gorringe with information about education/workshops.

ACTION ITEM: J Newman & E Knuckey to discuss minute-taking.

6.0 General Business

6.1 BOM Sharepoint Site (Demonstration)

Verbal Only

Sam Gorringe

- Currently unable to share access to non-UTAS staff due to server safety.
- Noted that Sharepoint is an important step in data management, in terms of the maturity of the organisation.

ACTION ITEM: S Gorringe to send T Wienker information regarding the sharepoint site & issue encountered. T Wienker to discuss with the head of security to allow access for non-UTAS TUSA staff access for Sharepoint.

Meeting Closed: 6:35pm

Next Meeting: 1/6/22 2:00pm

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ACTIONS ARISING
as of 1/6/22

	Date of Meeting	Action Item	Responsible Party	Action	Progress to Date or Further Action Required	Status
1	28.02.22	Audit report review	FRAC	FRAC committee to review the Audit Report and provide recommendations for BoM	Audit report reviewed by FRAC, nothing to report.	Closed
2	28.02.22	TUSA Comms Signup	S Crother & S Gorringe	To revisit the TUSA comms sign-up project and update the BoM	Met with UTAS – agreed to put something for future signups to tick-box to be signed up for TUSA.	Closed
3	28.02.22	Investment reports	FRAC	Review current investment reports to communicate changes required	For review next FRAC meeting (Hold action until June Bom Meeting)	Open
4	28.03.22	Ongoing UTAS-TUSA discussions regarding C&S Day	S Gorringe	Follow up on what actions were taken post-C&S last month	Meeting arranged	Closed
5	28.03.22	CC President vacancy	S Crothers	To address CC President vacancy	No action as yet	Open
6	2.05.22	Key Messaging Document	S Crothers	Revise key messaging document – for minor edit.		Open
7	2.05.22	Education/workshop liaison	J Newman	J Newman to contact S Gorringe with information about education/workshop delivery.		Open

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8	2.05.2 2	Minute Taking PD	J Newman & E Knuckey	To discuss minute- taking pointers		Open
9	2.05.2 2	Sharepoint Access for non-UTAS emails	S Gorringe & T Wienker	S Gorringe to send T Wienker information regarding the Sharepoint site & issues encountered T Wienker to discuss with head of security at UTAS.	Info provided to Tyson	Open
10	2.05.2 2					
11	2.05.2 2					