

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

For the meeting of the TUSA State Council to be held at
9:00am on Monday 12th of December 2022
via Online/TUSA Conference Rooms.

Chair: State President – Liam McLaren

Meeting opened: 9:07am

#	ITEM	APPENDIX
1.	INTRODUCTORY ITEMS	
	<p>1.1 ACKNOWLEDGEMENT OF COUNTRY</p> <p><i>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.</i></p>	
	<p>1.2 WELCOME</p> <p>Chair</p>	
	<p>1.3 ATTENDANCE</p> <p>L McLaren, T Hoare, S Maddock, N Naz, L Castelletti, Z Sabapathy.</p>	

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	<p>1.4 APOLOGIES R Stanaway, A Lamont.</p>	
	<p>1.5 ABSENT</p>	
	<p>1.6 GUESTS & OBSERVERS TEs: E Knuckey, S Mashroor</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>	
2.	MINUTES AND MATTERS ARISING	
	<p>2.1 AMENDMENTS</p>	
	<p>2.2 MINUTES OF THE PREVIOUS MEETING <u>Motion:</u> that the minutes of the TUSA State Council held on 8th November 2022 be accepted as a true and accurate record of the proceedings of that meeting. <i>MOVED: L McLaren SECONDED: S Maddock</i></p>	APPENDIX A
	<p>2.3 MATTERS ARISING FROM PREVIOUS MINUTES</p> <ul style="list-style-type: none"> • See action items table 	
3.	CORRESPONDENCE	

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	3.1 INWARDS Nil	
	3.2 OUTWARDS Nil	
4.	4.1 TEL MONTHLY REPORT COHM - Eloise <ul style="list-style-type: none"> • Prepared teaching matters presentation with Liam; • Working on CoHM PD & recruitment COSE - Liam <ul style="list-style-type: none"> • Attended COSE CLTC Planning Day • Top Five takeaways and strategies for college moving forwards: • Experiential Learning & idea of 'distinctive experiences', aligning with UTAS Brand of "Our Island is your campus" • Indigenisation & Decolonisation of Curriculum • Embedding of SDG's within curriculum and aligning with UTAS Brand of being bold in Climate Action • Online Content Development & Prof Development Support for this • Effective Communication; up, down, round-and-round 	VERBAL ONLY
5.	COUNCIL REPORTS	
	5.1 PRESIDENT <u>Liam McLaren</u> <ul style="list-style-type: none"> • Report taken as read • Campus manager recruitment in process • Phil Leerson (head of UTAS statewide campus development) open to SC tours of new campus developments. 	APPENDIX B

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<ul style="list-style-type: none"> • S Taylor on leave for 6 weeks - contact this week if you need anything from her. • Created academic complaints register on SC folder – discussed use. • Created TUSA media register on SC folder – discussed use. <p>ACTION ITEM: SC to encourage contacts with good social media skillset to apply.</p> <p>ACTION ITEM: L McLaren to organise tour in Launceston during Grindelwald team retreat in March.</p> <p>ACTION ITEM: Student Media Folder – any time you see media related to us, or UTAS stuff, add it to the media folder in SC folder on sharepoint.</p>	
<p>5.2 EQUITY PRESIDENT</p> <p><u>Trenton Hoare</u></p> <ul style="list-style-type: none"> • Report taken as read • DiSCo collaboration has been a big focus because of their significant activity in the space at the moment. • Getting the ball rolling with a load of different partners • UTAS Equity committee not yet established, will continue to prompt UTAS over the summer, and has students lined up to join. 	APPENDIX C
<p>5.3 CAMPUS PRESIDENT - SOUTH</p> <p><u>Stella Maddock</u></p> <ul style="list-style-type: none"> • Report verbal due to tech issue with word. Document shared for SC • Attended a lot of C&S events to build rapport with student groups. • Attended SEN meeting – SEN have quarterly safety walks throughout Hobart campus at night to identify hazards, S Maddock 	APPENDIX D

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<p><u>MOTION:</u> Sunroom Gallery Society Affiliation</p> <p><u>Moved:</u> S Maddock <u>Seconded:</u> L McLaren</p> <p>that the following society be affiliated for year 2022/2023, subject to fulfilling all the affiliation criteria:</p> <p>Sunroom Gallery Society The objects and purposes of the Society shall be:</p> <ul style="list-style-type: none"> • To facilitate an open, non-judgemental and inviting exhibition space, the Sunroom Gallery, for emerging artists; • To provide student artists with experience in curation, audience exposure and collaboration; • To foster community life at the Hunter Street Campus; • To promote the Art School through promotion of the Sunroom Gallery in the wider community. <p>Accepted by State Council.</p>	
<p>5.4 CAMPUS PRESIDENT - NORTH <u>Ryan Stanaway</u></p> <ul style="list-style-type: none"> • Report taken as read. 	APPENDIX E
<p>5.5 CAMPUS PRESIDENT – CRADLE COAST <u>Alec Lamont</u></p> <ul style="list-style-type: none"> • Report taken as read. 	APPENDIX F
<p>5.6 CAMPUS PRESIDENT – SYDNEY <u>Lucy Castelletti</u></p> <ul style="list-style-type: none"> • Report taken as read. • Met with Dave from Riawunna centre, spoke about projects supporting Indigenous students on campus. • Working on a student experience survey similar to the Cradle Coast Campus survey run earlier this year by A Lamont. 	APPENDIX G
<p>5.7 EDUCATION PRESIDENT (UG) <u>Zachary Sabapathy</u></p>	APPENDIX H

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	<ul style="list-style-type: none"> • Report taken as read. • Foundational work – connections, systems for complaint resolution ongoing, attended a lot of committee meetings. Two of note: TELT – discussed trying to get hold of a list of units where students have very high failure rates, discussions ongoing. Academic senate planning day (with N Naz) - their representative position in this meeting felt tokenistic, more work in this space needed. 	
	<p>5.8 EDUCATION PRESIDENT (PG) <u>Nousheen Naz</u></p> <ul style="list-style-type: none"> • Report taken as read. • N Naz attended many meetings! Formal & informal e.g. academic senate, research meetings etc • Ongoing advocacy for issues such as stipend rates at UTAS, and ensuring utas continue to address issues regarding current students impacted rather than ignoring them in favour of fixing for the future. 	APPENDIX I
	<p>5.9 Standing Item for SC Projects – TUSA Website E Knuckey</p> <ul style="list-style-type: none"> • Rozelle campus survey <p>ACTION ITEM: SC to let E Knuckey know via email of any planned projects not established in their rep reports for this month.</p>	VERBAL ONLY
6.	ITEMS FOR DISCUSSION	
	<p>6.1 Key Messaging Document L McLaren</p> <ul style="list-style-type: none"> • Regular standing item; a space to discuss any thoughts the SC has on wording and topics included in key messaging for elevation to the board each month. 	APPENDIX J

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<p>6.2 TUSA Election Survey Results Discussion (Continued) L McLaren</p> <ul style="list-style-type: none"> Qualitative section of results for reflection by campus & equity presidents. <p>ACTION ITEM: SC campus + equity presidents to read through qualitative information and consider any key projects on basis of report.</p>	APPENDIX I
<p>6.3 Election of TUSA Deputy President L McLaren</p> <p><u>Motion:</u> Election of Deputy President The following member be elected for Deputy President</p> <p>MOVED: L McLaren SECONDED: T Hoare</p> <p>Nominees:</p> <ul style="list-style-type: none"> Z Sabapathy S Maddock <p>Present members voted and results were tied. Vote will be circulated to absent SC members.</p> <p>ACTION ITEM: E Knuckey to circulate to SC members not present due to tie. If tie continues, defer to SC President for final decision.</p>	APPENDIX K
<p>6.4 Tenants Union of Tasmania - Empty Homes Levy Letter to Rockliff L McLaren</p> <p>Noting that the following motion was passed prior to this State Council meeting via circular motion:</p>	VERBAL ONLY

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	<p>MOTION: That the TUSA State Council support and sign the Tenants Union of Tasmania - Empty Homes Levy Letter to Rockliff (as per the attached document)</p> <p>Moved: <i>L McLaren</i> Seconded: <i>A Lamont</i></p> <p>All for, excepting L Castelletti who abstained (not a Sydney issue). Motion carried Monday 5th 2022.</p> <p>Will wait until Tenants Union circulate publicly.</p>	
	<p>6.5 SES Results</p> <p>Note – Appendices for INTERNAL TUSA USE ONLY.</p> <p>L McLaren</p> <ul style="list-style-type: none"> Discussed implications of results on current focus for reps, and discussed factors impacting results. 	<p>APPENDIX L***</p>
	<p>6.6 Senate Education and Employment Committee: Invitation for Submission</p> <p>L McLaren</p> <ul style="list-style-type: none"> T Hoare will assist with submission, to liaise with Liam <p>ACTION ITEM: T Hoare & L McLaren to liaise re: senate submission.</p>	<p>APPENDIX M</p>
	<p>6.7 Students Say No To Scarborough Campaign</p> <p>L McLaren</p> <ul style="list-style-type: none"> 2022 State Council agreed to sign it; it was passed by them, we will follow up on this to sign the campaign officially. <p>ACTION ITEM: L McLaren to sign Students Say No To Scarborough Campaign.</p>	<p>VERBAL ONLY</p>
<p>7.</p>	<p>OTHER BUSINESS</p>	
	<p>7.1 People Insight/90 Day Plans</p> <ul style="list-style-type: none"> Reminder to send through populated insight documents and handover documents. 	<p>VERBAL ONLY</p>

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L McLaren	
7.2 Email Signatures for State Council <ul style="list-style-type: none"> Additionally, include headshots on your staff email profile to personify your emails. L McLaren (& T Hoare)	VERBAL ONLY
7.3 Travel Expenses L McLaren <ul style="list-style-type: none"> Discussed travel meal allowance limits through the TUSA. 	APPENDIX N
7.4 Managing Meetings Training, Meeting Structure & Purpose E Knuckey ACTION ITEM: SC to complete managing meetings training, and review their meetings expected to attend and consider what purpose these meetings fit under, whether they fit their structure, and be sure to advocate for your position on these meetings e.g. please send an agenda through	APPENDIX O
7.4 Email Use for Email Lists E Knuckey <ul style="list-style-type: none"> SC to confirm which emails should go out for various email lists should go out and any individual preference/needs Noting that most role relevant communication should go through Presidential emails for transparency and ease of handover next year Confirmed that E Knuckey will be sending all further communications to only the SC President email addresses, unless a SC rep emails to confirm they need personal emails to be used for a time for whatever reason. 	VERBAL ONLY
7.5 Timesheets on Employment Hero Standing Item – E Knuckey & L McLaren	VERBAL ONLY

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	<ul style="list-style-type: none"> Utilise employment hero to update your timesheets regularly. Always report work done, if in any TUSA rep capacity e.g attending event as tusa rep, checking emails. 	
	<p>7.7 CC Eloise Into SC Emails E Knuckey</p> <ul style="list-style-type: none"> Please copy Eloise into all emails relating to SC admin or as appropriate, saves both Liam & Eloise time. 	<p>VERBAL ONLY</p>

Meeting Closed: 10:03am

Next Meeting: 13th January 2023