

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

For the Special Meeting of the TUSA Board of Management to be held on  
**December 18th 2023 at 6:00pm**  
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: 6:06pm**

#	ITEM LISTING	APPENDIX	TIMING
1.	<b>INTRODUCTORY ITEMS</b>		5 mins
	<b>1.1 In-Camera Session (as needed)</b>		
	<b>1.2 Acknowledgement of Country</b> M Warrington <ul style="list-style-type: none"> <li>M Warrington provided an Acknowledgement of Country focused on storytelling and ways the TUSA Board of Management can engage with First Nations culture and history.</li> <li>Slides for distribution in pack with minutes for publication to the TUSA website.</li> </ul>	<b>WITH PPT SLIDES ON DAY</b>	<b>10 mins</b>
	<b>1.3 Welcome</b> <ul style="list-style-type: none"> <li>The Chair welcomed the incoming TUSA Board of Management elected student representative, Mark Warrington.</li> <li>M Warrington was elected to TUSA State Council in the role of Equity President, and subsequently nominated for the TUSA Board of Management student representative position by State Council.</li> </ul>		
	<b>1.4 Present</b> <b>In-person:</b> D Sutton, M Warrington, L McLaren  <b>Online:</b> S Crothers, R Mawad, B Williams		
	<b>1.5 Apologies</b> J Newman, R Meredith, T Wienker		

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	<b>1.6 Absent</b>		
	<b>1.7 Staff, guests &amp; observers</b> TUSA Staff: S Gorringer, SL Ward, E Knuckey, R de Villeneuve		
	<b>1.8 Conflicts of interest</b> <ul style="list-style-type: none"> <li>No conflicts of interest were declared.</li> </ul>		
<b>2.</b>	<b>MINUTES AND MATTERS ARISING</b>		
	<b>2.1 Minute approvals</b> The Board of Management agreed for the minutes of the previous regular meeting of the TUSA Board of Management on <b>November 28<sup>th</sup> 2023</b> to be reviewed for formal approval at the next nominated meeting of Board of Management, <b>February 13<sup>th</sup> 2024</b> .	<b>Nil</b>	<b>1 min</b>
	<b>2.2 Matters arising from meeting</b> <ul style="list-style-type: none"> <li>As per action table below</li> <li>For review at regular meeting of Board in February</li> </ul>		<b>5 min</b>
<b>3.</b>	<b>CORRESPONDENCE</b>		
	<b>3.1 Inward correspondence</b> <b>3.1.1</b> Tasmanian Audit Office 2023 TUSA Financial Audit Strategy <ul style="list-style-type: none"> <li>The Board of Management accepted the inward correspondence as read.</li> </ul>	<b>APPENDIX A1, A2</b>	
	<b>3.2 Outward correspondence</b> <b>3.2.1</b> D Sutton correspondence to I Anderson on behalf of TUSA Board of Management <ul style="list-style-type: none"> <li>The Board of Management accepted the outward correspondence as read.</li> </ul>	<b>APPENDIX B</b>	
<b>4.</b>	<b>MATTERS FOR DISCUSSION/APPROVAL</b>		

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<p><b>4.1 UTAS Funding Discussion</b></p> <p>SL Ward</p> <ul style="list-style-type: none"> <li>• SL Ward presented the Board with an overview of the current UTAS funding situation, and the recent communication by I Anderson (Deputy Vice Chancellor Academic) of a TUSA SSAF funding increase of 37%, the first increase TUSA has ever received since the initiation of SSAF legislation in 2012.</li> <li>• SL Ward outlined the breakdown of services funded through the proposed 2024 TUSA budget, distinguishing between SSAF-funded and non-SSAF budget lines. The SSAF funding increase has been allocated against State Council, TUSA’s Advocacy services and TUSA’s Student Legal Service, but did not provide funding for the TUSA food security program.</li> <li>• SL Ward also noted a potential Conflict of Interest as the potential incoming General Manager, advising that all budget options assumes that the Chief Executive Officer and Operations Manager roles would be collapsed into a General Manager role in 2024.</li> </ul> <p><u>Three funding options were presented:</u></p> <ol style="list-style-type: none"> <li>1. A drawdown from TUSA investments of \$890,000. Includes funding for a commercial feasibility study, staff retention, and expansion in regional campuses.</li> <li>2. A drawdown from TUSA investments of \$750,000. Focuses on staff retention, no redundancies however no recruitment against vacant roles, and a slight reduction in outsourced HR advice for the enterprise agreement negotiations.</li> <li>3. A drawdown from TUSA investments of \$500,000. Represents a substantial cut, reducing TUSA investment to the agreed upon \$500,000 drawdown as per initial agreements of TUSA Board in 2020. This option would result in significant job losses and the closure of the food security program.</li> </ol> <ul style="list-style-type: none"> <li>• SL Ward recommended Option 2 as most viable, in consideration of both existing opportunities and reputational impact.</li> </ul>	<p><b>APPENDIX C1, C2</b></p>	
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<ul style="list-style-type: none"> <li>• Board members discussed the options, with particular focus on the potential impact on staff morale, consideration of the urgency of expansion of TUSA's presence to Rozelle, and urgency in decision-making.</li> <li>• Concerns were raised about the potential consequences of Option 3 on TUSA's relevance, the student experience, and ability to fulfil external grant contracts.</li> <li>• Board members discussed a range of concerns and considerations, including concerns about the uncertainty of expanding in the current environment and the need to continue negotiations with UTAS. Discussion also touched upon the potential alteration to TUSA's existing fee structure with Tas Ethical.</li> <li>• Board members agreed to further exploration of Option 2, remaining open to executive feedback and potential review at meetings of Board as necessary.</li> <li>• The Board expressed an intent to communicate these changes transparently, including communication regarding reduced capacity in the student experience team.</li> <li>• The Board recognised the intent of the University in engaging with TUSA in conversations regarding commercial opportunities for the organisation, and the Board aim to move from commercial intent to partnership. The Board also recognised the importance of securing the TUSA's own independent financial security into the future.</li> <li>• The Board emphasised the need for ongoing communication of SSAF and the TUSA's circumstances to students. Togatus was raised as an important organisation to lead this conversation as an independent voice.</li> <li>• The Board thanked SL Ward for the detailed presentation. Further action items were identified for executive consideration and planning.</li> </ul> <p><b><u>Motion:</u></b> That the TUSA Board of Management adopt the recommendation proposed by SL Ward, endorsing Option 2.</p>		
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	<p>Board agreed to review the position in early 2024 to review any change in the University position.</p> <p><b>Moved:</b> S Crothers, <b>Seconded:</b> R Mawad</p> <p>The motion was passed by Board with no abstentions.</p>		
	<p><b>4.2 FRAC Subcommittee Items for Discussion</b> S Gorringe</p> <p><b>Motion:</b> That the TUSA FRAC subcommittee Risk Management Policy be endorsed by the TUSA Board of Management.</p> <p><b>MOVED:</b> L McLaren <b>SECONDED:</b> S Crothers</p> <p>The TUSA FRAC subcommittee Risk Management Policy was endorsed by Board with no abstentions.</p>	<b>APPENDIX D</b>	
<b>5. MATTERS FOR NOTING</b>			
	<p><b>5.1 Monthly Finance and Investment Report</b> (P&amp;L/Balance Sheet/Cashflow Estimates; Investment Reports) SL Ward</p> <ul style="list-style-type: none"> <li>The TUSA Spotlight report was accepted by Board as read.</li> </ul>	<b>APPENDIX E</b>	<b>5 mins</b>
	<p><b>5.2 Meeting Feedback</b> D Sutton</p> <ul style="list-style-type: none"> <li>The Chair provided thanks to the Board for the quantity and quality of work progressed in 2023. The Chair highlighted that TUSA was ending 2023 in a better position, and in a position to build on this in 2024.</li> <li>The Chair extended thanks to S Gorringe for the work she had contributed to the TUSA in the last several years in implementing her TUSA strategy, which has created a foundation that can now be built upon.</li> </ul>	<b>VERBAL ONLY</b>	<b>5 mins</b>

**Meeting Closed: 7:14pm**

**Next Meeting: February 13<sup>th</sup> 2024**