

TASMANIA UNIVERSITY UNION

Board of Management

MINUTES

For the meeting of the TUU Board of Management held at **4:30pm** on **Tuesday, 11th November 2014**
via video conference in

SANDY BAY –SB.MML B106 Video and **LAUNCESTON** – NH. L172 Video

SECTION 1 – INTRODUCTORY ITEMS

1.1 WELCOME

H. Rolf welcomed everyone to the meeting (Acting Chair until S. Overland arrived).

1.2 PRESENT

S. Overland J. Hart M. Stoddart D. Sadler
I. Foster H. Rolf I. Lagerewskij

1.3 APOLOGIES

1.4 ABSENT

1.5 OBSERVERS

Waqas Durrani Tabitha Fletcher Heidi La Paglia
Sophia Mallick John Tanner

SECTION 2 – MINUTES AND MATTERS ARISING

2.1 AMENDMENTS

2.2 MINUTES

2.2.1 TUU Board of Management Meeting

APPENDIX A

Motion **Moved** M. Stoddart **Seconded** I. Foster that the minutes of the meeting of the TUU Board of Management held on 14th October 2014 be accepted as a true and accurate record of the proceedings of that meeting. **CARRIED**

2.3 MATTERS ARISING FROM PREVIOUS MEETINGS

SECTION 3 – CORRESPONDENCE

3.1 INWARD CORRESPONDENCE

APPENDIX B

Shadforth Financial Group

3.2 OUTWARD CORRESPONDENCE

APPENDIX C

UMTCC - Occupancy UMSCC clubrooms

UTAS students - TUU Elections

The Inward and Outward Correspondence was accepted.

SECTION 4 – REPORTS

4.1 EXECUTIVE OFFICER'S REPORT

APPENDIX D

- Novation Deed TUU.UTAS.LCC APPENDIX E
- Novation Deed TUU.UTAS.LCC.Smith.VanWinden APPENDIX F

Motion **Moved** H. Rolf **Seconded** M. Stoddart that the TUU Board of Management approves the Novation Deeds between the following parties, and authorises the Executive Officer to sign them on behalf of TUU:

- i) Tasmania University Union and University of Tasmania and Launceston City Council;
- ii) Tasmania University Union and University of Tasmania and KP Smith and CM Van Winden and Launceston City Council.

CARRIED

- Lease Sports Facilities APPENDIX G
Lease will be amended to include the Climbing Wall located in the Unigym, once all issues are resolved and the wall is certified.

Motion **Moved** H. Rolf **Seconded** M. Stoddart that the TUU Board of Management approves the Lease of Sports Facilities Sites between the University of Tasmania and Tasmania University Union Inc., and authorises the Executive Officer to sign on behalf of TUU.

- TUU Sandy Bay renovations
SSAF submission prepared to source funding for renovations to TUU administration on Sandy Bay campus, and recommended that joint submission with CSD be lodged. If unsuccessful, an alternate source of funding will be investigated. UTAS has plans to relocate TUU however this will not occur in the immediate future.

- Baseline Funding 2014 APPENDIX H
Baseline funding agreement 2014 prepared for two deliverables, being student representation \$240K, and student advocacy \$210K.

Motion **Moved** H. Rolf **Seconded** I. Foster that the TUU Board of Management approves the TUU Baseline Funding Agreement 2014 between the University of Tasmania and Tasmania University Union Inc., and authorises the Executive Officer to sign on behalf of TUU. **CARRIED**

- Investment - SRI APPENDIX I
D. Sadler to confirm UTAS has adopted UN Principles for Responsible Investment. S. Overland to amend covering letter to State Council inviting discussion on SRI options, risks and costs presented by Shadforth, and UN Principles for Responsible Investment.

- SSAF projects update APPENDIX J

- Solar Power Array Arrangement

APPENDIX K

Motion **Moved** H. Rolf **Seconded** D. Sadler that the TUU Board of Management approves the Solar Power Array Agreement between the University of Tasmania and Tasmania University Union Inc., and authorises the Executive Officer to sign on behalf of TUU. **CARRIED**

- Student Handbook (Event Planner/Financial Procedures)

APPENDIX L

S. Overland noted the importance of accountability and financial control of income and expenditure, and students' compliance with policies and procedures.

Motion **Moved** I. Foster **Seconded** H. Rolf that the TUU Board of Management accepts the Executive Officer's Report of 11th November 2014 **CARRIED**

4.2 PRESIDENT'S REPORT

I. Foster reported the Student Co-operative SSAF project is progressing.

A handover event for the incoming student representatives is being organised for late November.

NUS affiliation fee negotiations will be completed by end of November.

Motion **Moved** M. Stoddart **Seconded** D. Sadler that the TUU Board of Management accepts the President's Report of 11th November 2014 **CARRIED**

4.3 WORK HEALTH AND SAFETY REPORT

APPENDIX M

The Work Health and Safety Report was received.

4.4 FINANCIAL RECONCILIATION

APPENDIX N

The Financial Reconciliation was received.

4.5 INVESTMENT REPORTS

J. Hart to advise Board on performance review procedure for Shadforth's Financial Group.

The Investment Report was received.

APPENDIX O

Shadforth's Portfolio Valuation was received.

APPENDIX P

4.6 CASHFLOW ESTIMATE

The Cashflow Estimate was received.

APPENDIX Q

SECTION 5 – GENERAL BUSINESS

5.1 STRATEGIC DIRECTION

S. Overland opened discussions around the strategic direction of TUU, and how we add value to the student experience. The Vice-Chancellor has offered UTAS resources to help TUU achieve

strategic goals. D. Sadler suggested a holistic approach starting with review of UTAS Student Experience Plan and TUU involvement. Student representation is a key role.

D. Sadler to circulate Student Experience Plan 2013-2015 to Board members. Further discussions required at February 2015 meeting on how to proceed.

5.2 BOARD MEETING POLICY (In camera)

Discussions held regarding observers attendance at Board meetings. Acknowledged that transparency is important, however, open discussion during meetings should not be compromised. Suggested that observers should apply to attend Board meetings as observers only, electronic devices be prohibited, and closed/open agenda items be identified.

J. Hart and S. Overland to prepare draft Board meeting attendance policy.

5.3 ACTION LIST

APPENDIX R

- a) SRI Information Session – Letter to be forwarded to SC
- b) Honoraria Review – SC to allocate honoraria before 1st December 2014
- c) WH&S issue Newnham – ongoing
- d) Election Issues – J. Hart to arrange meeting with TEC
- e) TUU Student Media – Paper tabled. Structure is to be reviewed by BOM.

5.4 BOM MINUTES ONLINE

Motion **Moved** I. Foster **Seconded** M. Stoddart that the minutes of the 14th October 2014 TUU Board of Management meeting are approved to go online, withholding appendices and any sensitive discussions **CARRIED**

SECTION 6 – OTHER BUSINESS

6.1 TUU STUDENT MEDIA (In camera)

TABLED

H. Rolf presented student media paper discussing need for independence, a clear line of command and duties for editors, and employment status clarification.

Need to identify risks, and in particular legal liability of TUU as publisher. Publisher needs to develop clear guidelines for student media operations with Board having appropriate oversight, to facilitate independence and minimise risk. I. Foster to research structure and operations of other university student media.

6.2 BOARD MEMBERS' APPRECIATION

S. Overland thanked I. Foster and H. Rolf for their time and contribution to the TUU Board.

Meeting Closed: 7:00pm

Next Meeting: TBC

Simon Overland

Chair of the TUU Board of Management