

University of Tasmania

Student Services and Amenities Fee (SSAF)

2023 Allocation Report

The *Higher Education Support (Student Services, Amenities, Representation and Advocacy) Guidelines 2022* require higher education providers to provide a publicly available report on student services and amenities fee (SSAF) allocations and actual expenditure for the year as part of their annual reporting and in the form approved by the Minister. This *SSAF Allocation Report* is the form approved by the Minister.

Additional reporting was introduced to allow for greater transparency and consistency in SSAF allocations and expenditure.

Please note, the information provided in this *SSAF Allocation Report* does **not** require auditing by a financial accountant. The SSAF expenditure reporting remains unchanged, more information can be found in the [Financial Statements Guidelines](#) for Table A and B providers, and in the [Financial Viability Instructions: Applicants and Providers of FEE-HELP \(FVI\)](#) for all other approved providers.

SSAF Consultation and Achievements

Consultation process

UTAS works closely with our students to ensure feedback, transparency and continual improvement of services.

1. Student portal feedback

During 2022, The University of Tasmania student portal offered all enrolled students the opportunity to provide feedback throughout the year on SSAF allocations via an online form. The majority of responses were received in the days following the announcement of SSAF allocations for 2022, with limited engagement as the year progressed.

2. SSAF Working Group

As per the University *Student Services and Amenities Fees Procedure*, a SSAF Working Group combining senior University executives and elected student representatives met on three occasions, with the aim to:

- Draw on student feedback and surveys, relevant sources of data and other available evidence to inform the University's decision-making regarding student services and amenities priorities.

- Review the impact of specific initiatives designed to respond to the priority themes in the context of the evidence base available, considering and differentiating student preferences, analysis of behaviours (uptake) and impact.
- Use the Working Group forum as a mechanism for discussing emerging issues, gaps and changes in the local, national or global landscape which may impact on priorities and inform recommendations for re-direction of effort and resourcing.

University representation of the Working Group comprises:

- One University staff member with responsibility on the TUSA board
- One senior representative of the Office of the Chancellor and Vice Chancellor
- 2 x representatives of the Academic Division with executive level responsibility for curricular and co-curricular student experience

The Working Group meets at key points in the annual cycle:

- Following Semester 1 census date for the purpose of cross-checking priorities recommended in the previous year in context of emerging internal or external intelligence or landscape changes.
- Following Semester 2 census date to review current projects against intended outcomes and make recommendations for any amendments or reallocation of resourcing.
- In the final quarter of year for the purpose of reviewing current priorities and inform priorities for the following year

3. Student SSAF survey

The SSAF survey was released following consultation on the content and format with elected student representatives via the President of the Tasmanian University Student Association.

The 2023 SSAF survey gathered insights as perceived by current UTAS students, relating to:

- the level of knowledge about SSAF
- the level of interest in SSAF
- the relative funding importance of services supported by SSAF
- specific uses of SSAF-funded services and initiatives in the preceding year

An invitation and a reminder were emailed to all current UTAS students and students were alerted to the survey via social media campaign led by TUSA. The survey was available to complete online from Tuesday 5th September to Sunday 24th September 2023. There were 1187 participants, reflecting a 44% increase in the number of responses compared with 2022.

4. Collaboration between Academic Division staff and the Tasmanian University Student Association (TUSA)

During the second half of 2023, Academic Division staff initiated a more collaborative allocation process with TUSA representatives. Regular meetings were held over a three-month period to improve transparency and work towards an allocation basis for 2024 that reflected a more holistic appreciation of the complexities associated with achieving a fair and prioritised allocation.


A summary of SSAF allocations in response to consultation is presented on the following page:










2023 Student Service and Amenities Fees (SSAF) funded projects






Informed by consultation with elected TUSA student representatives and student feedback, the following areas were identified as high priority for the allocation of Student Service and Amenities Fees.

Services include both on campus and online support and resources for students at all levels of study.

SSAF money makes a *contribution* to projects and the University also invests additional funds to provide these services and initiatives.

 Available to online students

2023 Funding Category	2023 budget allocation
Tasmanian University Student Association (TUSA), including	
-  Sustain and support program: equity & diversity, mental health & wellbeing, legal service, student advocacy, food insecurity	452,500
-  Student experience and activation: Clubs & societies events, admin & support, orientation & welcome, other events	493,000
-  Learning and development: Clubs & societies development program	15,000
-  State Council: Student-led communications and engagement	61,500
 Financial Hardship Grants for students experiencing unanticipated, temporary financial difficulties which are impacting on study; including food security and supporting students to pay for necessities	30,000
 Orientation & welcome programs , including first year transition support and resources for commencing students	180,000
 Access to counselling and mental health support and resources available across Tasmanian campuses, Sydney and online	605,000
 Extension of the University's counselling service to ensure provision of an after-hours telephone (voice and text) counselling and crisis support service including at night and on weekends	46,000
Preventative wellbeing and safety projects, including	
-  Mental health first aid; educative programs with a focus on suicide prevention; training for peer support workers within group therapy program; engagement strategies for mental health awareness campaigns; proactive wellbeing initiatives developed with students	35,000

- Active Wellbeing program, encouraging participation and fitness activities for under-represented and neurodiverse student groups; in collaboration with University counselling services	20,000
- Targeted health and fitness (wellbeing) program for students living on campus	19,000
Extension initiatives which support students to build their graduate employability including:	
-  Initiatives that connect students to industry (eg. Mentoring and networking events)	210,000
-  Access to a jobs portal connecting students to jobs in the broader community as well as jobs on campus	215,000
- Talent recruitment service for on campus employment	250,000
-  Volunteering and leadership development	150,000
 Resources and support to assist students with disabilities and health conditions to be successful in their studies	435,100
Study support to develop students' academic skills and learning success , including	
-  Access to Peer Assisted Study Sessions (PASS) for subjects identified by Colleges based upon perceived unit difficulty and student feedback, offering weekly collaborative group study sessions led by experienced, trained student leaders who have successfully studied the units previously	530,000
-  Access to Studiosity which provides students with 24/7 online learning support including assignment feedback, subject specific live chat with professional tutors in specific disciplines and essay writing	530,000
 Student-led engagement programs and events fostering student connection to the university community and contributing to a vibrant student experience; across all campuses and online	535,000
Sport and recreation programs, including:	
- University affiliated sport clubs including grounds and facilities access, subsidised uniforms, equipment and administrative support	175,000
- Recreational on campus University Community Sport events and competitions and social sport competitions	155,000
- Participation in National and Indigenous Games, University Sports Competitions and Elite Athlete Programs	98,000
Total funding allocation	5,240,100

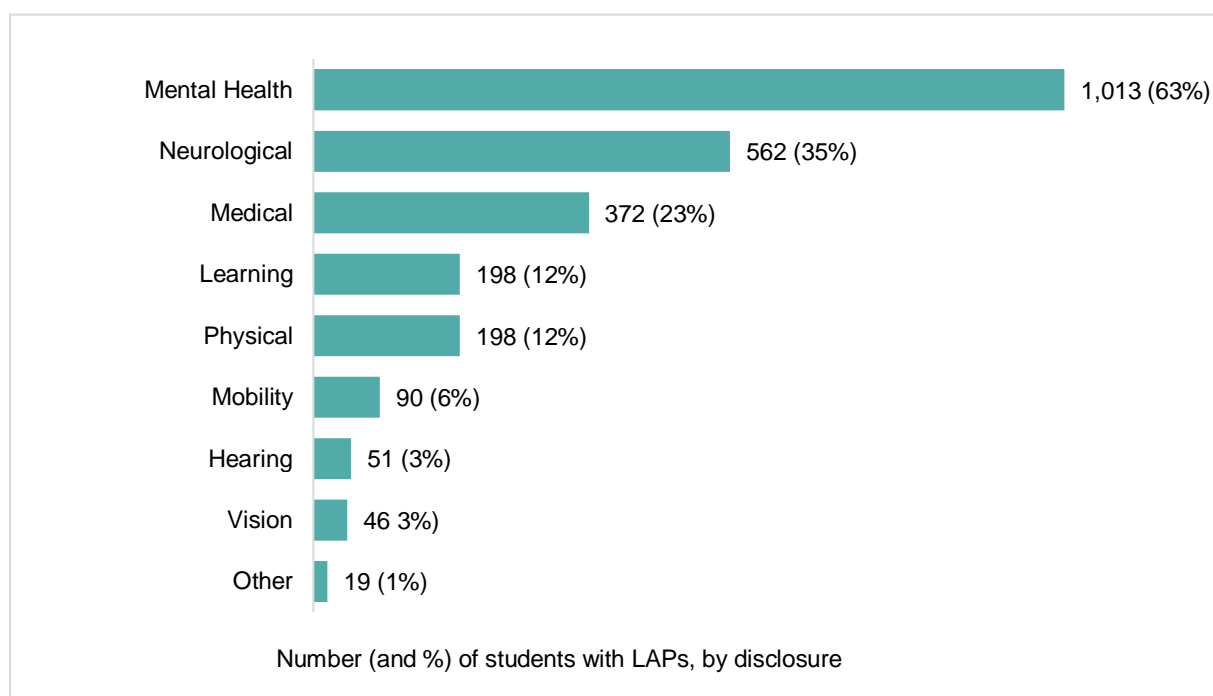
Achievements

The University continues to invest SSAF revenue across a range of initiatives and essential student services that contribute to a vibrant, safe and supportive student experience. Our achievements span targeted supports such as the provision of accessibility services to campus-based sporting activities and orientation events, and the provision of universally available health and wellbeing services.

1. **ACCESSIBILITY SERVICES**

Accessibility Services support students who disclose a disability or health condition and seek further assistance, and facilitate provision of accessible study environments and materials, including Learning Access Plans (LAPs).

- 2,303 Accessibility Adviser consultations supported 1,281 students who disclosed a disability or health condition. The number of consultations represents an 11% increase in demand compared with 2022.
- 41 students with Autism Spectrum Disorder were mentored by 21 specially trained student peers through the Specialist Peer Mentoring Program.
- 1,612 students had LAPs, an increase of 13% on 2022.
- Mental health was the most frequently disclosed condition, disclosed by 63% of students receiving a LAP.
- There has been an increasing incidence of disclosure relating to neurological disorders, increasing from 12% of disclosures in 2020 to 35% in 2023.



2. **STUDENT DEVELOPMENT**

Student development encompasses several student support services and programs to promote student employment (on-campus and external), support student's employability, and provide opportunities for students to develop leadership potential and capability.

Student employment

Peer programs

- 120 students in Peer Leader roles that provide services across the University's peer leader programs , including Community Engagement Leaders, Peer Assisted Study Support Leaders, Specialist Peer Mentors, Student Success Leaders and International Peer Leaders.
- 409 applications were received and 144 students interviewed.
- In addition to the Peer Leader recruitment and induction sessions, the Student Jobs team hosted quarterly resume review sessions.

Other student jobs

- 84 students were recruited into 8 different student roles

Student Jobs on Campus (Non Peer Leader)	Number of Leaders
Concierge	10
Events Support Casuals	14
Library Casuals	6
Note Taker	15
Residential Assistant	2
Sustainability Integration Program for Students (SIPS)	22
Sports Leader	6
Transcription Assistant	9
Total	84

External Jobs Advertised on Career Connect

- 1839 external jobs were advertised to students through Career Connect.
- These jobs were viewed 58,849 times with 34,204 unique student views.
- 308 new employers who signed up to Career Connect with just under 205 of these Tasmania employers.

Employability programs

I-PREP

- 136 students attended six I-PREP seminars in 2023, with three in Hobart and three in Launceston.
- The aim of these face-to-face sessions is to prepare international students for the job market, with three key focus areas:
 - Australian workplace culture and the labour market.
 - job search and application process.
 - interviews and networking.

Career Jumpstart

- Q&A sessions were delivered to students with guidance on preparing a job application, attending the interview, and preparing for the work placement.
- 8 students accepted placements across the University.

Practera Virtual Internship Programs

- Domestic and International students were provided with an opportunity to participate in a 2–3-week virtual internship program to gain real-world, remote work experience under the supervision of a professional mentor.
- 70 applications for a virtual placement were received and assessed. Out of that number, 49 were recommended, and by the end of the year, 36 students successfully completed the internship.

Employability events

- Two mentoring events for graduate students were held in partnership with the Advancement Office featuring alumni panels and networking activities to help participants connect with and learn from alumni who work within various industries.
- 51 students attended these sessions

Leadership development

Vice-Chancellor's Leadership Program

- 8 students participating in the Experience component were awarded with a citation on their academic transcript across the theme areas: Industry and Innovation (1), Community and Place (6), and Sustainable Development (1).
- 5 students received a VC Award across the categories of Leadership (2), Professional Achievement (2) and Civic Service (1).
- Recipients were celebrated at a ceremony at which they were presented with their award by the Vice-Chancellor.

3. LEARNING SUPPORT

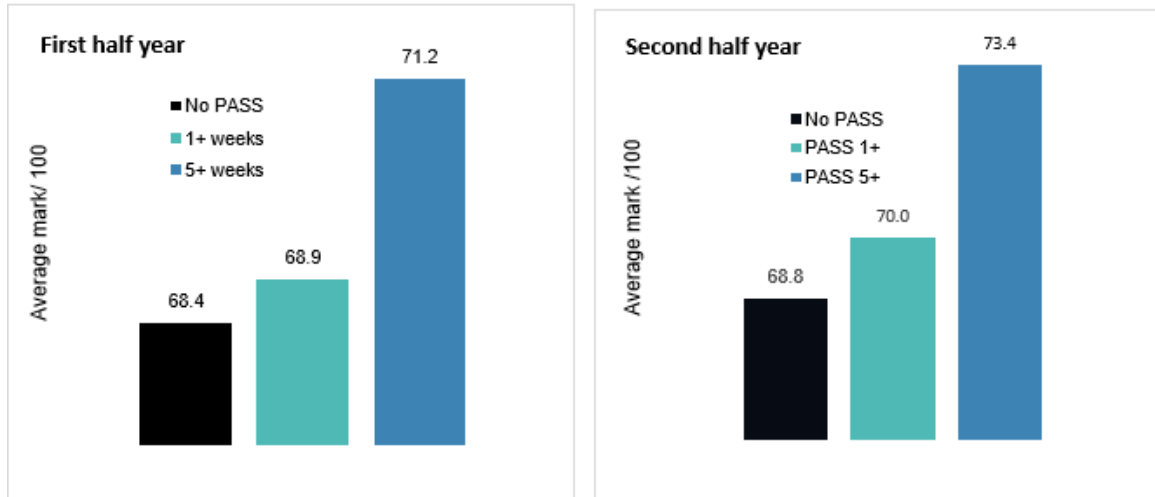
Peer- Assisted Study Sessions

Peer-Assisted Study Sessions (PASS), also known as Supplemental Instruction and Peer-Assisted Learning, is a student-led, student-focused approach to academic learning support. It is a non-remedial program that most commonly targets core first year units, those that may be particularly challenging and that experience high failure rates, or any unit where supplemental peer-led communities of learning are sought.

- PASS supported a total of 10,342 student enrolments across 52 individual units through live, synchronous (on-campus and online) study sessions.
- There were also 22,570 recorded student views of the asynchronous PASS study materials.
- The number of students who engaged with the PASS program was significantly higher in 2023 compared to 2022 (1,666 student enrolments 13,713 views of asynchronous study materials).

- Across most PASS-supported units, students who engaged in live PASS attained, on average, higher marks than students who did not engage in PASS, particularly if they regularly attended sessions (5+ weeks).

Average unit mark (/100) of PASS-supported units



- Students who attended PASS in 2023 were invited to provide feedback at the end of the study periods via an online survey; 226 students responded across the year.

PASS improved my understanding of the unit content	88%
PASS provided me with a supportive learning environment	85%
PASS enabled me to regularly assess my understanding of unit content	87%
PASS helped me to develop personal study skills	67%
I am likely to recommend PASS to a friend	92%

Studiosity

Studiosity is an online study support service available to all students 24 hours a day, 7 days a week and has become a key service, particularly for first year students, providing study support in light of changed learning support conditions (as a result of COVID) and the University's increased focus on online delivery to complement on-campus study.

- There are two components:
 - a Writing Feedback service in which students submit written work for feedback within 24 hours
 - a Connect Live service in which students can interact directly in real time with a subject specialist.
- In 2023, there were 22,037 interactions across 4,928 students.

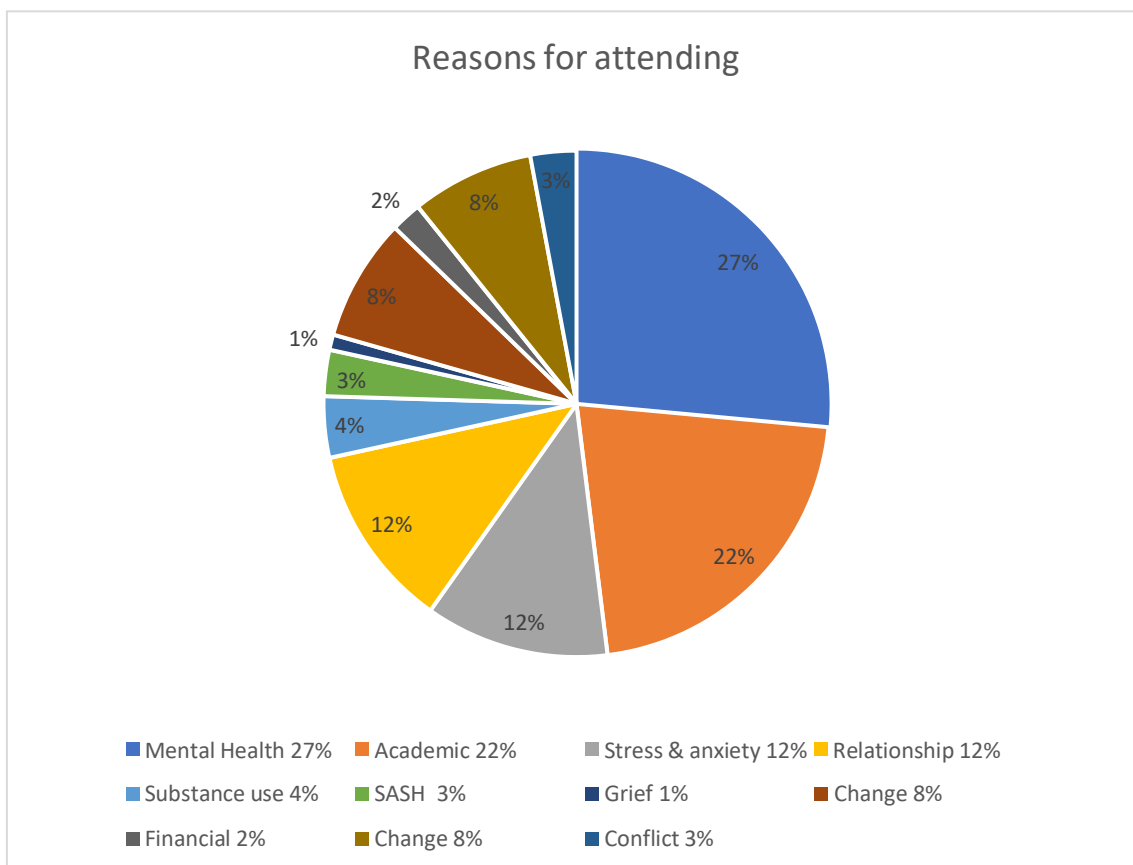
	Writing Feedback	Connect Live	Total interactions
Student interactions in 2023	21,438 interactions across 4,861 students	599 interactions across 340 students	22,037 interactions across 4,928 students
Commencing student interactions (unique students)	10,071 (2,417)	331 (199)	10,402 (2,454)
Domestic / International student interactions	89% / 11%	88% / 12%	89% / 11%
Total minutes accessed in 2023	554,200	12,481	566,681

- Student engagement with Studiosity in 2023 was significantly higher than in 2022 (16,809 interactions across 3,979 students; 436,545 total minutes)
- Student Feedback:
 - Across the year, students rated Studiosity’s Writing Feedback service 4.8 out of 5 and rated the Connect Live service 4.2 out of 5.
 - 95% of students were ‘satisfied/ or ‘extremely satisfied’ with the Studiosity services (n = 5,684 ratings).

4. **SAFETY & WELLBEING**

Counselling

- There was a 3% increase in demand for the service from the year before.
- The introduction of Same Day Appointments meant that the waiting time for students with urgent needs was restricted to 24-hours from Monday-Friday.
- Service visibility and accessibility improved following relocation to new premises on both Hobart and Launceston campuses.
- In 2023 there were a total of 3,362 counselling appointments delivered, helping 1,578 individual students. Hobart staff continue to provide most services followed by Launceston, Burnie and Rozelle.
- Student preference for service delivery mode is indicated by the breakdown of counselling sessions:
 - 1614 face-to-face sessions
 - 1210 online sessions
 - 538 phone sessions.
- There is a notable increase in students enrolled in online courses accessing counselling services, comprising 32% of all students that accessed counselling.
- Almost 50% of students attending counselling mental health or academic pressures as their main reason for seeking support.



Crisis support

- The University Crisis Line (UCL) is provided by Lifeline Direct who support over 25 Universities across Australia.
- During 2023, the UCL responded 149 calls from the University of Tasmania students.
- The UCL further conducted 10 wellbeing checks which occur when a student indicates they would like further support over an extended break period such as December and January.

Wellbeing promotion

The Student Wellbeing Coordinator worked in collaboration with the counselling team to deliver the following programs in 2023:

Program	Description	No. of participants
Get Up and Go	A program that connected people wanting to meet a fellow student walking partner.	140
Student Wellbeing Ambassador Program (SWAP).	The Student Wellbeing Ambassador Program (S.W.A.P) gives an opportunity to students to contribute their ideas, participating in events, and receive training in student wellbeing and mental health	30

Mental Health First Aid Training- 2 Day Course	Teaches participants how to provide initial support to another adult who may be experiencing a mental health problem.	22
Calm Care	Suicide Prevention Training provided to students and student living support workers.	33
Trauma Informed Practices – Level One	Teaches the basic principles in providing a trauma informed approach to staff working with students	90
Mindfulness Sessions	Face to face in Sandy Bay and Hobart 45 min meditation	79
Mindfulness Sessions	Online 45 min meditation	116
Events		
Mid Semester Massage	Free professional massage available for students in the Community Lounge Sandy Bay	46
Wellbeing Scavenger Hunt	A welcoming at the start of semester designed to help students learn their way around a new campus	180
RU OK Day Arts, therapy dogs, massage	RU Ok suicide prevention awareness messaging – Student Living Foyer drop activities and conversation.	300
Self-Care for International Students	Drop in for International Students to meet, have conversations about their uni experience and take home a care pack.	35
Mental Health Week Sunflower Project	Mental health awareness raising events across Tasmania, in conjunction with Student Living-Sunflower planting.	200

Students accessed a range of online resources supporting mental health and wellbeing.

Online resource	Viewing count		Online resource	Viewing count
Mindfulness	866		Resilience	151
Procrastination	622		LGBTQIA+	128
External Services	331		Making change	80
ADHD	268		Sudden loss & grief	75
Self-compassion	257		Self-care	71
Breath & Relax	233		5 ways to be well	64
Stress	206		Depression	64
Anxiety	196		Climate Change	60
Sleep	163		Loneliness	58
Perfectionism	160		Self Esteem	42
Meeting people	154		Home activities	35

Financial hardship support

- Financial support totalling \$15,616 was provided primarily through the provision of vouchers to supermarket chains such as Coles and Woolworths, allowing for financial support to be approved and provided to the student promptly.
- Financial support can also be provided in the form of a cash grant, this is assessed and approved on a case-by-case basis.

5. STUDENT COMMUNITIES AND ENGAGEMENT

- A total of 272 events were hosted by the Communities Strengthening Unit in 2023, with more than 7009 attendees. Of those students 2419 attended multiple events.
- 1,216 different students recorded 4,278 attendances in our Weekly Community Days in 2023. 849 of those students attended more than once.
- Digital engagement has improved significantly since the launch of the UniApp in February 2022, including:
 - 83,000 direct peer-to-peer interactions in the form of messages, this is an increase of 30,000 from the previous year
 - 8,000 interactions in the form of posts and comments on the UniApp in the community channels which marks an increase of 1,500 interactions between peers.
- A broadened engagement program has helped to establish a community for our online students, with activities including virtual Welcome dinners, trivia nights and an escape room experience.
- The appointment of an Engagement Coordinator on Sydney's Rozelle Campus had a significant impact during the second half of 2023, with over 850 students attending events to celebrate International Days for Nurses and Paramedics, cultural observances such as Diwali and regular informal activities.

6. WELCOME AND ORIENTATION

- In 2023 the program was delivered in blended mode, combining on-campus and community events with fully online options for distance students.
- Online options included a suite of recorded, web-based, live sessions, and self-paced learning.
- A total of **21,406** student engagements were recorded across a range of activities and events:

Events	Student engagement
UniStart (a fully online program delivered via tailored, cohort-specific, self-paced modules that address key processes and systems, and academic study skills)	5,454
College/Cohort welcomes (on campus and online)	4,637+

Online information sessions and study support webinars	2,743
O-Day (including community picnics and events, campus-based welcome days and dinners, community service days)	2,708+
New to Town and New to Online	1,268
Student Living welcomes / dinners and other social events	2,914
Other events (campus tours, cultural experiences, Eats n Beats, recreation and sporting activities)	1,682+

Across all Welcome and Orientation events and celebrations in 2023:

- 87% of survey respondents said they enjoyed the Orientation event
- 86% said the information they received at the event helped to prepare them for study
- 81% said the event helped connect them to the Uni community
- 85% said they would recommend the Orientation event to other students

7. **SPORT**

Recreational on campus University sport

- Through its provision of free social sports, this program promotes physical activity and cultivates a sense of community across the university across various formats, preferences and skill levels, combining introductory sessions, social sessions and social rosters.
- The number of participants in 2023 totalled 3,481 students, which is an 18% increase in participation from 2022.

National and Indigenous Games, University Sports Competitions and Elite Athlete Programs

- In September 2023, the University of Tasmania celebrated an exceptional showing at the UniSport Australia Nationals in Queensland, fielding a team comprising 98 athletes across various sports including hockey, rowing, sailing, judo, ultimate frisbee, squash, soccer, basketball, water polo, and netball.
- In the spirit of fostering cultural exchange and celebrating diversity, UTAS Sport embarked on a significant journey in June by sending a team of 11 participants to the UniSport Indigenous Nationals held in Melbourne.
- UTAS Sport proudly supported 104 Elite Athletes, who receive assistance navigating challenges that impact both their studies and athletic pursuits. 10 Bursaries valued between \$500 and \$1000 to support Elite Athletes competing internationally.

Unigym Active Wellbeing Program

- The program offers the opportunity for students experiencing mental health challenges to receive a referral for participation from student support services.

- It entails an initial induction session between the trainer and student, with five sessions available per referral.
- Core principles informing the program:
 - Enhanced Fitness and Wellbeing
 - Equitable access

Mapali Scholarship Program

- The Mapali Scholarship Program is dedicated to offering Aboriginal and Torres Strait Islander students a 12-month membership to Unigym. The aim is to promote physical and mental health, enhance social wellbeing and reduce risk of chronic diseases.
- 30 scholarships are available, of which 20 were accepted by our ATSI students.

Unigym Inclusion Program

- In partnership with student society DisCo, UTAS Sport provides students identifying with disabilities the opportunity to engage in five sessions at Unigym.
- The initiative aims to:
 - Foster collaboration among participants
 - Promote inclusivity within our sports and recreation offerings
 - Enhance participation among students with disability

University affiliated sport clubs

- Our sixteen affiliated sports clubs benefit from the provision of excellent sporting facilities and equipment, ensuring that students have access to well-maintained, safe and welcoming environments.
- For many students, these sporting clubs offer a continuing pathway for personal and sporting growth and development after participation in the University's Campus Sports initiatives.
- In 2023 there were a combined 1,408 members across our affiliated clubs.

8. TASMANIAN UNIVERSITY STUDENT ASSOCIATION (TUSA)

See attachment A for details

Compliance

Compliance with subsection 19-38(4) of the *Higher Education Support Act 2003* (HESA) was central to allocation process. Relevant portfolio leads with responsibility for budget centres in receipt of SSAF funding are aware of compliance requirements and have the opportunity to raise any potential concerns regarding eligibility during regular monthly meetings with the Divisional Operations Manager.

The SSAF Working Group also has visibility of mid-year interim reports from all portfolios in receipt of SSAF, including the TUSA.

SSAF Revenue Summary

	2023 Allocation \$ ¹	2023 Actual \$
SSAF Revenue	\$5,241,233	\$4,798,929
SSAF revenue carried forward from 2022	\$355,652	\$355,652
Total SSAF funds available for 2023	\$5,596,885	\$5,154,581
SSAF revenue carried over into 2024	\$355,652	\$437,168

¹ Allocation refers to the SSAF funds expected to be received in the reported year (i.e., budgeted SSAF revenue).

SSAF Charge Summary

The student services and amenities fee (SSAF) charged to students must not be above the maximum fee for a calendar year. The maximum SSAF is indexed annually as required by the *Higher Education Support Act 2003*. In [insert reported year] the maximum SSAF was \$[insert maximum SSAF for the reported year].

Student Status	2023 SSAF charged \$ ²	Number of students charged in 2023 ³
Full-time ¹ (> 0.75 EFTSL)	Up to \$326	6,076
Part-time ¹ (< 0.75 EFTSL)	Up to \$244.50	17,466
Total:		23,542

¹ Note: As per Part 2 of the *Higher Education Support (Administration) Guidelines 2022* (Administration Guidelines), students studying on a part-time basis must not be charged more than 75 per cent of the maximum SSAF that a higher education provider determines for students studying on a full-time basis. The term “part-time basis” means a study load of less than 75 per cent of the normal full-time student load for the period to which the fee relates. As per part 7 of the Administration Guidelines, the normal EFTSL value for a full-time student studying over a period of one year is 1.0.

² Note: As per Part 2 of the Administration Guidelines, a higher education provider may choose to determine a different SSAF for particular categories of persons, including a zero amount.

³ Note: Students are categorised as full-time or part-time students based on the total EFTSL value of the units of study they undertook in [insert reported year]. For example, a student undertook a full-time study load in Semester 1 which was equal to 0.5 EFTSL and undertook a part-time study load in Semester 2 which was equal to 0.375 EFTSL. This student would be categorised as a full-time student in [insert reported year] as the total EFTSL they undertook in [insert reported year] was equal to 0.875.

Student Status	2023 SSAF charged \$ ²	Approx. number of SSAF students remote learning 2023 ⁴
Remote learning/Online only	FT – up to \$326 PT – up to \$244.50	FT – 4,166 PT – 16,006

⁴ Note: The Department understands that not all higher education providers capture mode of study in their information systems and many students undertake a mixed mode of study such as face-to-face and remote learning. The data provided above is for students who undertook remote learning for 100% of their units of study. Please note, due to the limitations of our information systems, the above data may be approximate.

SSAF Allocation Summary

Subsection 19-38(4) of the *Higher Education Support Act 2003* (the Act) provides a list of 19 allowable expenditure items which higher education providers may allocate and spend SSAF revenue on.

Please note, under subsection 19-38 of the Act, SSAF revenue must not be spent to support a political party or the election of a person as a member of the legislature of the Commonwealth, State or a Territory, or a local government body.

Key Area	2023 Total Allocation \$	2023 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
1. Health and wellbeing services	\$1,246,000	\$1,037,094	Yes	5,000 - 5,500
2. Clubs or other associations	\$	\$		
a. Sporting (UTAS- affiliated clubs)	\$175,000	\$143,466	No	1,400
b. Internal student politics	\$	\$		
c. Gender, sexuality, ethnicity, race, or nationality-based	\$	\$		
d. Areas-of-study related e.g. law	\$	\$		
e. Other activities e.g. music, debate, chess	\$	\$		
f. Other - Tasmanian University Student Association (TUSA)	\$1,022,000	*\$882,000	See TUSA report	See TUSA report
3. Employment/career services	\$825,000	\$768,209	Yes	6,790
4. Legal aid	\$	\$	See TUSA report	SEE TUSA report
5. Other – Sport (exc. affiliated clubs)	\$292,000	\$231,021	Yes	4,150
6. Other – Study support services	\$965,100	\$989,842	Yes	15,000
7. Other – Orientation and student engagement	\$715,000	\$665,781	Yes	Over 40,000 attendances
Total	\$5,240,100	\$4,717,413		

* Please note that the balance of \$140,000 was paid from operational funding at the start of 2023 as a temporary measure, and an oversight meant that the correction was not made later in the year. TUSA received the full allocation from UTAS, and surplus SSAF revenue was rolled over to 2024.

Organisations, bodies or third-party providers that received SSAF funding in [Insert reported year]

Organisation Name¹	Australian Business Number (ABN)	Supported Key Area	Total SSAF Funding Received \$	% of total SSAF Funding Received
Studiosity	41 114 279 668	Study Support Services	\$532,700	10.5%
Lifeline Direct Ltd	14 618 509 818	Health Services	\$32,591	6.5%
Tasmanian University Student Association	36 112 122 929	See TUSA report	\$882,000	16.8%

¹ Note: Only organisations, bodies or third-party providers who receive over \$1,000 in SSAF funding are expected to be disclosed above.

Declaration by Person of Authority

I, [insert full name], [insert position title] of [insert full name of higher education provider], declare that the information provided in this Student Services and Amenities Fee (SSAF) Allocation Report is to the best of my knowledge true, complete and correct.

A handwritten signature in black ink, appearing to be 'Dr James Brann', with a long horizontal line extending to the right.

Signature of Person making Declaration

Dr James Brann

Full name of Person making Declaration

Pro Vice-Chancellor (Student Equity and Success)

Position of Person making Declaration

27th June 2024

Date

SSAF Projects
End of Year Report - December 2023

Section A: Tasmanian University Student Association (TUSA)

Section B: Project detail

Sustain & Support Programs & Services

- TUSA Equity and Diversity Program
- TUSA Mental Health & Wellbeing Program
- TUSA Student Legal Service
- TUSA Food Resilience Program
- TUSA Student Advocacy Service

Student Experience & Activation Programs & Services

- TUSA Clubs & Societies Program
 - Grants
 - Compliance Admin & Support
- TUSA Events Program

Learning and Development Programs and Services

- TUSA Clubs & Societies Development Program

State Council

- TUSA Student Led Communications & Engagement including:
 - Togatus
 - Student Media Team

Participation data and evidence of Impact

TUSA Student Promise	Programs & Services	Availability of Services Online	No. of Students Touchpoints or Accessing Services YTD
Sustain & Support Programs & Services	TUSA Equity and Diversity Program	No	1,000 Pronoun Pins 83 Hidden Disabilities Sunflower Lanyards & 10 Wristbands
	TUSA Mental Health & Wellbeing Program	No	19 student touchpoints
	TUSA Student Legal Service	Yes	309 news matters created 279 matters resolved
	TUSA Food Security Program	Partial	117 x \$50 food vouchers Emergency Food Relief
	TUSA Student Advocacy	Yes	757 x student caseloads
Student Experience & Activation Programs & Services	TUSA Clubs & Societies Grants	Partial	138 grants paid 7892 students attended student events 1 grant paid for Cradle Coast 113 grants paid for Hobart 18 grants paid for Launceston 16 grants paid for Statewide 123 grants were for Undergraduate C&S 8 grants were for Postgraduate C&S 7 grants were for both UG & PG
	General & Personal Accident Insurance (C&S members)	Yes	6,928 students
	Orientation & Welcome Program	Partial	Sem 1: 71 events / 7,209 attendees Sem 2: 23 events / 2,927 attendees
	TUSA Clubs & Societies Events	Partial	3,785 events / 93,364 touchpoints
	TUSA Signature Events	No	5 events / 3,226 touchpoints
	C&S Signature Events	No	7 events / 3,489 touchpoints
	TUSA/UTAS Shared Events	No	Not available as held within the UTAS reporting platform
Learning & Development Programs & Services	TUSA Clubs & Societies Development Program	Yes	249 touchpoints
State Council	Togatus	Yes	2023 UniGuide – 700 copies Togatus 2023 Edition 1 - 700 copies Togatus 2023 Edition 2 – 800 copies Number of articles/online posts published: 15 Total online reads: 5,136
	Student Media Team	Yes	SMT Projects (incl Photo Opp): 45 Active SMT members: 8 10 Newsletter, 10,142 recipients, 28,758 total reads (45.8% avg open rate)

Expenditure breakdown

Expenditure type	%	Amount \$	Balance \$
Salary	49%	\$504,317.65	
Non-salary	51%	\$517,682.35	
Total	100%	\$1,022,000	\$0

Section C: SSAF Allocation summary

Key Area	2023 Total Actual Allocation \$	2023 YTD Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
1. Health services	\$	\$		
2. Clubs or other associations	\$	\$		
a. Sporting	\$	\$		
b. Internal student politics	\$	\$		
c. Gender, sexuality, ethnicity, race, or nationality-based	\$	\$		
d. Areas-of-study related e.g. law	\$	\$		
e. Other activities e.g. music, debate, chess	\$	\$		
f. Tasmanian University Students Association	\$1,022,000	\$1,022,000	Partial	See Section B
3. Employment/career services	\$	\$		
4. Legal Aid	\$	\$		
5. Other - Study support services	\$	\$		
6. Other - Sport (exc. clubs/societies)	\$	\$		
7. Other – Orientation & engagement initiatives	\$	\$		
Total	\$	\$		

Appendix: TUSA Programs and Services Summary

Sustain & Support Programs & Services

TUSA Student Promises	Programs/Services Delivered	Full Year SSAF Funding/Budget
We'll work with you to make a difference	SUSTAIN & SUPPORT BUDGET <ul style="list-style-type: none"> • TUSA Student Advocacy Service • TUSA Community Legal Service • TUSA Food Resilience Program • TUSA Equity and Diversity Program • TUSA Mental Health & Wellbeing Program 	\$452,500

TUSA Student Advocacy Service

- TUSA Student Advocates provide free advocacy and support services to all University of Tasmania (UTAS) students, face-to-face and online.
- The Student Advocacy Service assisted 757 students in 2023, a **significant 26% increase** compared with 603 students in 2022.
- Common themes include student financial hardship, housing, and Academic Integrity.

TUSA Student Legal Service – Youth Law Australia Partnership

- The Student Legal Service is a free and confidential legal service for all UTAS students, supported by the Tasmanian University Student Association (TUSA) and Youth Law Australia.
- In 2023, the Student Legal Services assisted 279 students, a **significant 23% increase** compared with 226 matters resolved for students in 2022.
- The Student Legal Service provides legal help to any UTAS student in most areas of law including:
 - Minor criminal law matters
 - University issues, including disciplinary matters.
 - Discrimination
 - Abuse and harassment, including family violence and sexual harassment
 - Issues connected with student visas for international students
 - Employment and rights at work
 - Housing and accommodation
 - Credit and debt
 - Consumer law
 - Fines and accidents
- The Student Legal Service, in partnership with the Faculty of Law, delivers the Clinical Legal Education Unit and, in partnership with the Student Legal Service Committee, provides several workshops to the student community (e.g., Permanent Residency Information Sessions)
- The Student Legal Service is also working in partnership with Dobson Mitchell Allport to provide a monthly free immigration law clinic for more complex migration matters.

TUSA Food Resilience Program & Basic Needs Services

- TUSA's Food Resilience Program endeavours to deliver meaningful programs to help address food insecurity concerns within the UTAS student community.
 - Funded under SSAF, 117 x \$50 Woolworths vouchers were supplied to students requiring emergency food relief in 2023, a **significant 105% increase** from 57 provided in 2022.
 - Additionally, an emergency food supply is available through the Student Advocacy Service to support students on a drop-in basis.
- TUSA also delivered the Freshie Bag scheme and TUSA Food Hub in 2023, funded through grants and non-SSAF funding streams.
- Personal hygiene products are stocked year-round on all main Tasmanian campuses to support students on a

drop-in basis. Products include sanitary and sexual health products.

- In partnership with the University’s IT Department, recycled and reimaged laptops are provided to students in need. 28 computers including laptops and desktops were provided during 2022, across all campuses and distance, **an increase** compared with 22 laptops and 1 desktop in 2023. It is noted that some students returned laptops when they finished their study or contacted Student Advocacy to let them know that the laptop had been passed forward to another student in need.

Student Experience & Activation Programs & Services

TUSA Student Promises	Programs/Services Delivered	Full Year SSAF Funding/Budget
We’ll help you explore and enjoy your time at UTAS	STUDENT EXPERIENCE & ACTIVATION BUDGET <ul style="list-style-type: none"> • TUSA Clubs & Societies Events & Grants • TUSA Clubs & Societies Admin & Support • TUSA Orientation and Welcome Program • TUSA Events 	\$493,000

TUSA Clubs & Societies Program

- Clubs and Societies play an important role in the overall student experience, creation of community, and contribute to student retention at UTAS.
- Funding for the Clubs & Societies program is used to support, administer, and promote clubs, societies, and sporting events on all campuses, including:
 - Grants approved by the TUSA Clubs & Societies Grant Committee for capital and equipment purchases, running costs such as affiliation fees, insurance, venue hire fees and other legitimate SSAF funded expenses.
 - General and personal accident insurance.
 - Events, including Clubs & Societies Day, Orientation and Open Day, etc.
 - Social sports to encourage participation on a state-wide basis.
 - Celebratory events.
- To be eligible for a grant from TUSA, Clubs and Societies must have at least 51% student membership.
- Membership and engagement of students is significant with 6,676 members across 98 affiliated Clubs & Societies during the reporting period.
- TUSA manages risk, compliance and governance across all clubs and societies for events, activities and programs delivered on and off campuses across New South Wales and Tasmania.
- As of 31st December 2023, Clubs & Societies membership was made up of
 - 6,928 enrolled UTAS students
 - 701 associate members
 - Totalling 7,629 Clubs & Societies members
- Locations of TUSA’s 104 affiliated Clubs & Societies at the end of 31st December 2023 are as follows:
 - 18 Statewide
 - 65 Hobart
 - 18 Launceston
 - 1 Cradle Coast
 - 2 Sydney
- 4 New Clubs & Societies were formed during the reportable period. They include:
 - Digital Photography Society
 - Vocalis A Capella
 - Catholic Students Society
 - Dementia Care Society
- 100% of Clubs & Societies utilise QPay for basic functions, building to full compliance across all aspects of QPay as a Clubs management system.

TUSA/Shared Events Program

- TUSA delivered an extensive Orientation and Welcome Program in 2023 to support commencing and continuing students.
 - In Semester 1, 71 events were held, many conducted in collaboration with Colleges/Schools and the Communities Team, with 7,209 student engagement touchpoints.
 - In Semester 2, TUSA supported 23 events, with 2,927 student engagement touchpoints.
- Clubs & Societies Signature Events included:
 - Eid Festival, approx. 1000 attendees
 - Engi Laneway, 735 attendees
 - Engi Spectrum, 598 attendees
 - Malaysian Society Night Market, 675 attendees
 - Malaysian Society Mid-Autumn Festival, 130 attendees
 - TUBES Careers Fair, 121 attendees
 - HMA Footy day, 110 attendees
- TUSA Signature Events included:
 - Clubs & Societies Day (Hobart), 2,344 attendees
 - Clubs & Societies Day (Launceston), 346 attendees
 - Clubs & Societies Day (Cradle Coast), 72 attendees
 - Clubs & Societies Awards Night (Hobart), 35 attendees
 - Sexual Health & Guidance Week (Hobart), 338 attendees
- TUSA/UTAS Shared Events included:
 - TUSA Alumni Event (Hobart), 25 attendees
 - Orientation and Welcome week programs (all campuses) for Semesters 1 and 2, see above.
 - IDAHOBIT (all campuses)
 - Wear it Purple Day
- TUSA Clubs and Societies
 - 3,785 events, programs, initiatives, and activities were organised and hosted by student Clubs & Societies during the reportable period across Tasmania and New South Wales.
 - 93,364 student attendees across all events, activities, initiatives, and programs led by student Clubs & Societies across Tasmania and New South Wales.

Learning and Development Programs and Services

TUSA Student Promises	Programs/Services Delivered	Full Year SSAF Funding/Budget
We'll help you develop and grow	LEARNING & DEVELOPMENT BUDGET <ul style="list-style-type: none"> • TUSA Clubs & Societies Development Program 	\$15,000

TUSA Clubs & Societies Development Program

- Drug & Alcohol Awareness Program
 - Delivery of Drug and Alcohol awareness training to Clubs & Societies that run events where drugs and alcohol may be present and how to manage people under the influence.
 - 48 student attendees
- Sexual Assault First Aid Training
 - Delivery of Sexual Trauma First Aid to Clubs & Societies to provide practical skills and evidence-based knowledge to respond to disclosure in a trauma-informed best-practice manner.
 - 53 student attendees
- DISC Profile Assessment
 - DiSC personal assessment provided to TUSA State Council members and TUSA Experience Leaders. DiSC model provides a common language people can use to better understand themselves and those they

- interact with to reduce conflict and improve working relationships.
- 12 student attendees
- HDR Grants workshops
 - Grants information and writing workshops held to assist HDR students in successfully applying for grants to support their research.
 - 49 attendees
- Clubs & Societies Grants workshops.
 - Grants information and writing workshops held to assist Clubs & Societies students successfully applying for grants to support their activities.
 - 16 attendees
- Bystander Violence Prevention Workshops
 - Collaboration between TUSA, Hobart Women’s Shelter and the Women’s Legal Service of Tasmania, providing training and development for students to be aware of violence and how to provide assistance.
 - 5 student attendees
- Event planning and production training
 - Collaboration with TUSA Clubs and Societies and the Clubs and Societies team to develop skills within key executive committee members to support the design and delivery of large scale events.
 - 8 clubs and 32 students

Communications & Engagement Programs and Services

TUSA Student Promises	Programs/Services Delivered	Full Year SSAF Funding/Budget
We’ll create a vibrant and contemporary student representative association	STATE COUNCIL BUDGET <ul style="list-style-type: none"> ● TUSA Student Led Communications and Engagement 	\$61,500

Student Led Communications & Media Program

- The Student Led Communications & Media Program supports the production and dissemination of student-led media with a focus on showcasing student talents and achievements.
- TUSA continued to focus on increasing online engagement and readership through the TUSA website tusa.org.au, newsletter, and social media.
- Togatus
 - TUSA supports the operational costs for the University of Tasmania independent student magazine, published by TUSA since 1931.
 - Togatus produces print editions each year and features student contributions on its website <https://togatus.com.au/>.
- Student Media Team
 - The Student Media Team is paid an honorarium to capture moments, create creative design, video content and editing services, as well as assist Clubs and Societies in promoting their events and initiatives.
 - TUSA currently has 8 Student Media Team members.