

1. Introduction

The University of Tasmania will mark the 125th anniversary of its foundation in 2015. The University wishes to celebrate the milestone in a manner that recognises its significance, highlights the achievements of the past and contributes to the fulfilment of strategic ambitions for the future.

A small number of centrally organised events and activities that will form the core of a University-wide program celebrating the 125th Anniversary will be coordinated by the 125th Anniversary Advisory Committee, with the involvement of the Advancement Office, Marketing & Communications, Commercial Services & Development and the Office of the Vice-Chancellor.

The events and activities will be supported through a 125th Anniversary website (utas.edu.au/125) and a 125th Anniversary logo is in preparation.

2. Role

The 125th Anniversary Advisory Committee, which is advisory to the Vice-Chancellor, has been formed to ensure that the University achieves the objectives set out in the Terms of Reference ([see appendix 1](#)).

The Committee is supported by several sub-committees in the areas of:

- 125 Stories Project
- Northern Regional Communities
- North-West Regional Communities
- Sponsorship
- Executive and Budget

3. Strategy

In addition to the program of centrally organised events and activities, the 125th Anniversary Advisory Committee strongly encourages Faculties, Divisions, Institutes and groups associated with the University to engage in their own anniversary commemorations.

The anniversary provides an ideal opportunity to organise functions/activities within your own area to mark the 125th and related anniversaries*, and to contribute to the 125 Stories Project through submission of stories/memorabilia of the University and its achievements.

When planning events and activities for the 125th Anniversary, please ensure that your events and activities align with the principles, strategic directions and values of the

University. In addition, please note that the Advisory Committee has agreed that the University's celebrations should:

- Consider the past, present and future
- Focus on community engagement and academic excellence
- Demonstrate impact
- Engage local, national and global reach
- Recognise achievements

**The School of Medicine will celebrate its 50th anniversary and nursing education in Northern Tasmania will celebrate its 125th anniversary. Planning of events and activities recognising each of these milestones is well underway, each of these an example of commemorative planning and exciting activity taking place across the University.*

4. Guidelines

The Committee has established the following guidelines to assist in the planning and proposal of events commemorating the 125th anniversary:

1. Financial support of activities and events throughout Schools, Faculties and Divisions will generally be financed from existing budgets and resources (centrally available funds are extremely limited), but where necessary or appropriate discuss with the relevant senior manager. It is hoped to establish a small seeding fund to assist but no commitments can yet be made.
2. There are limited constraints imposed by the Committee other than strategic requirements noted above (section 3), but the Committee would like to ensure any planned events and activities are known at an early stage and for inclusion in an overall timeline to be made available on the dedicated 125 website. Please inform the Committee via email 125@utas.edu.au or contact Janelle Tamlyn, Senior Executive Officer, at an early stage of planning.
3. It is envisaged events and activities will utilise 125th branding where possible to publicise the event. Further information on this will be made available at utas.edu.au/125

Appendix 1

125th Anniversary Advisory Committee

Terms of Reference

5. Preamble

The University of Tasmania will mark the 125th anniversary of its foundation in 2015. The University wishes to celebrate the milestone in a manner that recognises its significance, highlights the achievements of the past and contributes to the fulfilment of strategic ambitions for the future.

6. Role

The 125th Anniversary Advisory Committee, which is advisory to the Vice-Chancellor, has been formed to ensure that the University achieves these objectives.

The Committee will:

- Make recommendations to the Vice-Chancellor on the core program of major events and activities to be undertaken as part of the 125th anniversary celebrations
- Oversee, coordinate and ensure the effective planning and implementation of events and activities approved as part of this core program, including but not limited to
 - The 125 Stories project
 - A sequence of commemorative dinners and alumni lectures
- Oversee and ensure the communications and engagement strategy for the 125th anniversary celebrations
- Manage the core budget associated with the 125th anniversary celebrations
- Ensure close collaboration between the key operational units and associated entities involved in planning and implementing the core program of major events and activities, including but not limited to
 - The Vice-Chancellor's Office
 - The Advancement Office (including The UTAS Foundation)
 - The Office of Marketing and Communications
 - Commercial Services and Development
- Encourage individual organisational units to organise their own commemorative activities and ensure appropriate 125th anniversary branding and effective coordination between them

- Encourage the celebration of other relevant anniversaries in or around 2015 and ensure appropriate branding and effective coordination with the 125th anniversary celebrations
- Ensure effective engagement with all stakeholder groups inside and outside the university
- Ensure an appropriate balance of events and activities across the University's various geographical locations

7. Membership

Professor David Rich	Chair, 125 th Anniversary Co-ordinator
Professor Peter Rathjen	Vice-Chancellor
Mr Damian Bugg	Former Chancellor
Professor Don Chalmers	Distinguished Professor of Law
Mrs Susan Chen	Council member, north-western representative
Mr Young Dawkins	Executive Director, Advancement
Mr Isaac Foster	President, Tasmanian University Union
Ms Alicia O'Grady	Executive Director, Marketing and Communications
Dr Ashley Townsend	Chair, UTAS Alumni
Professor John Williamson	Dean of Education, northern representative
Ms Kellie Peart	Associate Director, Service Improvements, Commercial Services and Development
Mr Ron Banks, AM	Committee Member
Professor Peter Frappell	Pro Vice-Chancellor, Global Engagement
<i>In attendance</i>	
Ms Moya Fyfe	Chief of Staff, Office of the Vice-Chancellor
<i>Secretary</i>	
Mrs Janelle Tamlyn	Senior Executive Officer, 125 th Anniversary

The Committee may co-opt additional members with the agreement of the Vice-Chancellor.

8. Strategy

The Committee will ensure that the program of events and activities:

- Aligns with the principles and values of the University
- Considers the past, present and future
- Focuses on community and excellence
- Engages local, national and global reach
- Recognises achievements

9. Meetings

The Committee will meet as needed, initially twice per month.

10. Quorum

The quorum for meetings of the 125th Anniversary Advisory Committee is 3 members.

11. Administrative Support

Administrative and secretarial support, including communication of advice made by the Committee, will be provided by the Committee's Senior Executive Officer, within the Division of the Vice-Chancellor.

The Committee's work will also be supported by relevant organisational units, including the Vice-Chancellor's Office, the Office of Media and Communications and the Advancement Office.