

COUNCIL

Public Meeting Minutes

Te Kaunihera o Te Whare Wānanga o Waitaha



DATE	Monday 15 April 2024
TIME	9:00am
VENUE	Council Chamber, Level 6, Matariki Building
PRESENT	Ms Amy Adams (Chancellor), Professor Cheryl de la Rey (Vice-Chancellor), Mr Roger Gray, Professor Jack Heinemann, Ms Keiran Horne, Mr Bruce Irvine, Mr Luc MacKay, Ms Rachel Robilliard, Ms Lisa Tumahai (via Zoom), Ms Poto Williams, Ms Catherine Woods.
IN ATTENDANCE	Ms Barbara Albertson, Transcript Co-ordinator, Ms Jayne Austin, Director Comms and Events, Ms Heather Couch, Academic Quality & Records Teams Leader, Mr Peter Gostomski, Acting Deputy Vice-Chancellor (Research), Associate Professor Alison Griffith, Ms Lisa Heatley, Senior Communications Lead Comm and Events, Ms Adela Kardos, General Counsel & Registrar, Ms Catherine Moran, Deputy Vice Chancellor (Academic), Mr Paul O’Flaherty, Executive Director People, Culture and Campus Life, Mr Richmond Tait, Director of Finance, Mr Grantley Judge, Governance and Compliance Manager, Ann Gibbard, Governance Advisor.
APOLOGIES	Ms Gillian Simpson
WELCOME	The Chancellor opened the meeting with a karakia.
REGISTER OF INTERESTS	The Chancellor requested that the Registrar be advised of any amendments to the Register of Interests.
CONFLICTS OF INTEREST	No conflicts of interest were advised.
MINUTES OF THE PREVIOUS MEETING	Confirming the Minutes of the meeting held on 18 March 2024 <u>Moved:</u> <i>That the minutes of the meeting held on 18 March 2024 be accepted as a true and correct record.</i>

Carried

MATTERS ARISING

Action Schedule

There were no matters arising.

HEALTH & SAFETY

Monthly Health and Safety (H&S) Report

Mr Paul O’Flaherty, Executive Director People, Culture and Campus Life presented the Monthly Health & Safety Report.

In discussion the following was noted:

- The online H&S Induction Training module went live on 26 March 2024. Council would complete the training in due course.
- Mr O’Flaherty confirmed the adoption of ISO standards was expected by Q3, 2024, as shown in the Action Plan.

Moved:

That Council notes:

1. *the progress, understanding and management of health and safety risks across the organisation; and*
2. *this report covers the period 1 February – 29 February 2024.*

Carried

FROM THE CHANCELLOR

Degrees Conferred in Absentia

Moved:

That Council approves the degrees to be revoked and awarded in absentia for the public record.

Carried

Ms Albertson and Ms Couch left the meeting at 9.10am.

FROM THE VICE- CHANCELLOR

Vice-Chancellor’s Monthly Report

The Vice-Chancellor highlighted items from her written report and the following additional items were noted:

- A graduation video was presented to Council. Thanks was expressed to the Events and Academic Records teams. There was a record number of graduates and the graduation week had been delivered smoothly.
- There were record enrolment numbers for the fourth year in a row, including an increase in Māori and Pacific students. Even higher student numbers may have materialized but there is a lack of accommodation available.
- The appointment of the University Advisory Group and the Science System Advisory Group (both chaired by Sir Peter Gluckman) Consultation would take place with a recommendation to government due by the end of February 2025. It was important that UC made submissions.
- Condolences were expressed to families of the students who passed away on Saturday of Easter weekend and gracious feedback was received from the families for the support received.

- The University was commended on being selected as a finalist at the recent 2024 HRNZ Awards.

Moved:

That Council notes the Vice-Chancellor's monthly report.

Carried

ACADEMIC BOARD

Academic Board Report

Associate Professor Alison Griffith spoke to the report.

The Board Report was presented, and the following was noted:

- The use of Artificial Intelligence at UC was being discussed and a steering group was in place to work through the university's approach.
- There was a discussion on recording lectures and it was noted a policy would be considered by the Academic Board.

Moved:

That Council notes the 8 March 2024 Academic Board Report.

Carried

PUBLIC EXCLUDED MEETING

Moved:

That the public be excluded from the following parts of this meeting, pursuant to section 48 of the Local Government Official Information and Meetings Act 1987:

Item on Public Excluded Agenda	General Subject Matter	Reason for passing this resolution in relation to each matter	Grounds under section 48(1) for the passing of this resolution
4.0 4.1	Minutes Confirm public excluded minutes of 18 March 2024	These items concern matters that were previously dealt with during proceedings of Council from which the public was excluded.	Refer to previous minutes
5.0 5.1 5.2	Matters Arising Information Papers Action Schedule	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
6.0 6.1 6.2	Health & Safety Health & Safety Verbal Update Staff Annual Leave Report	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
7.0 7.1 7.2	Major Projects Student Accommodation Detailed Business Case Digital Screen Programme Update (Kōawa) & Proposed Changes	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
8.0 8.1 8.2	Strategy & Planning Planning & Reporting Cycle 2024 Pacific Strategy 2024-2030	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
9.0 9.1	Delegations	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)

	Delegations Schedules (Student, Resources & Assets)	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
10.0 10.1	Finance 31 March 2024 Financial Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
11.0 11.1	Student Success Peer-assisted Learning Outcomes – Students Success Programme	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
12.0 12.1 12.2 12.3 12.4	From the Chancellor Audit and Risk Committee Election Final May Strategy Day Agenda Chancellor Meetings & Correspondence Council Workplan 2024 Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
13.0 13.1 13.2 13.3	From the Vice-Chancellor Vice-Chancellor’s Monthly Report Emeritus Professor Nomination Academic Board Minutes 9 February 2024	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
14.0 14.1 14.2	From the Audit and Risk Committee Audit and Risk Committee Meeting 25 March 2024 Verbal Update Fraud Management Practices Internal Audit Report	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
15.0	General Business	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
16.0	Council-Only Time	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)

and that staff identified by the Chancellor and Vice-Chancellor as having knowledge relevant to particular matters to be discussed be permitted to remain at this meeting. This knowledge would be of assistance in relation to the matters discussed and was relevant because of their involvement in the development of the reports to Council on these matters.

Carried

GENERAL BUSINESS There were no items of general business.

NEXT MEETING The next Council meeting will be held on:
Monday 17 June 2024 at 9:00am in the Council Chamber.

MEETING CLOSED The public meeting closed at 1.09pm.

SIGNED AS A CORRECT RECORD: _____

DATE: _____

COUNCIL ACTION SCHEDULE
from the meeting held on 15 April 2024

	Action	By Whom	Due Date	Expected
1.	Provide Council an update on the laboratory gas alarm matter.	Mr O’Flaherty	April 2024	Complete