

# COUNCIL Public Meeting Minutes

## Te Kaunihera o Te Whare Wānanga o Waitaha



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<b>DATE</b>	Monday 17 June 2024
<b>TIME</b>	9:05am
<b>VENUE</b>	Council Chamber, Level 6, Matariki Building
<b>PRESENT</b>	Ms Amy Adams (Chancellor), Professor Catherine Moran, Deputy Vice Chancellor (Academic) – Acting Vice-Chancellor, Professor Jack Heinemann, Ms Keiran Horne, Mr Bruce Irvine, Mr Luc MacKay, Ms Gillian Simpson, Ms Lisa Tumahai, Ms Poto Williams, Ms Catherine Woods.
<b>IN ATTENDANCE</b>	Ms Barbara Albertson, Transcript Co-ordinator, Ms Heather Couch, Academic Quality & Records Teams Leader, Professor Peter Gostomski, Acting Deputy Vice-Chancellor (Research), Associate Professor Alison Griffith, Ms Adela Kardos, General Counsel & Registrar, Mr Keith Longden, Executive Director Planning, Finance & Digital Services, Mr Paul O’Flaherty, Executive Director People, Culture and Campus Life, Mr Richmond Tait, Director of Finance, Ann Gibbard, Governance Advisor, Ms Eva Fenwick, Personal Assistant.
<b>APOLOGIES</b>	Professor Cheryl de la Rey, Mr Roger Gray, Ms Rachel Robilliard. Ms Amy Adams for lateness (9.15am) and Ms Lisa Tumahai for lateness (11.00am).
<b>WELCOME</b>	Ms Keiran Horne opened the meeting with a Karakia.
<b>REGISTER OF INTERESTS</b>	Ms Horne requested that the Registrar be advised of any amendments to the Register of Interests.
<b>CONFLICTS OF INTEREST</b>	No conflicts of interest were advised.
<b>MINUTES OF THE PREVIOUS MEETING</b>	<b>Confirming the Minutes of the meeting held on 15 April 2024</b> <u>Moved:</u> <i>That the minutes of the meeting held on 15 April 2024 be accepted as a true and correct record.</i>

Carried

## MATTERS ARISING

### Action Schedule

Ms Adela Kardos noted there were no actions this month.

## 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 Health & Safety office had streamlined the referral process for ergonomic assessments and self-help ergonomic assessment resources have been enhanced to educate staff.
- The University’s temperature/heating issues were attributed to the biomass moisture content and had been largely resolved.

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 March – 30 April 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 9.25am.

## FROM THE VICE- CHANCELLOR

### Vice-Chancellor’s Monthly Report

Professor Catherine Moran presented the Vice-Chancellor’s Monthly written Report, and the following items were noted:

- The government tuition subsidy rates for domestic students (funding per EFTS) will increase by 2.5% and the annual maximum fee increase is provisionally set at 6.0%.
- The Fees Free were confirmed, moving from the first year to the final year of study.
- Council discussed the recent Quacquarelli Symonds (QS) 2024 subject rankings and 2025 World University rankings and the influence of these results on domestic and international students. Council requested a report on UC’s QS Rankings strategy.
- The Chancellor would circulate data provided at the recent VC & Chancellor’s Hui illustrating the ranking performance of NZ universities in comparison to its peers.

Moved:

*That Council notes the Vice-Chancellor’s monthly report.*

Carried

Ms Amy Adams joined the meeting.

**ACADEMIC BOARD Academic Board Report**

Associate Professor Alison Griffith spoke to the report.

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

- An “Understanding Artificial Intelligence” workshop was held. Students and staff requested further guidelines and clarity on what is acceptable in this area.
- Council discussed how the strategic goals of the Academic Board as detailed in the Board’s Terms of Reference align with UC’s strategic vision. Council requested an end of year review be conducted by the Board detailing the work that Academic Board had undertaken to further those goals and to report findings back to Council at the November meeting.

Moved:

*That Council notes the 19 April 2024 and 7 June 2024 Academic Board Report.*

Carried

Associate Professor Alison Griffith left the meeting at 9.31am.

**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	<b>Minutes</b> Confirm public excluded minutes of 15 April 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	<b>Matters Arising</b> Action Schedule Information Papers	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	<b>Health &amp; Safety</b> Health & Safety Verbal Update	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	<b>Strategy &amp; Planning</b> Strategy Implementation Q1 – 2024 Update Draft TEC Investment Plan (2025-2027)	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 8.3	<b>Finance &amp; Planning</b> Student Accommodation Programme Update International Student Fee Setting 2025 & 2026	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)

8.4	Digital Screen Establishment Board Quarterly Report		
8.5	Digital Screen Project Quarterly Report and Kōawa Enabling Works Project milestones, consenting requirements and timeframes.		
8.6	31 March 2024 Fully Consolidated Financial Statements		
8.7	31 May 2024 Financial Report		
8.8	Major Investment Plan (MIP) Q1 – 2024 Report		
	UC Trust Funds 31 December 2023 Financial Report		
9.0	<b>From the Chancellor</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
9.1	Chancellor Meetings & Correspondence Verbal Update	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)
9.2	2025 Council Workplan options for monthly and 6-weekly cycles		
9.3	Strategy Day Action Schedule		
9.4	Council Workplan 2024 Update		
10.0	<b>From the Vice-Chancellor</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
10.1	Vice-Chancellor's Monthly 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)
10.2	Academic Board Minutes 8 March & 19 April 2024		
10.3	Upcoming UC Events Quarterly Update		
11.0	<b>From the Audit and Risk Committee</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
11.1	Audit & Risk Committee Report 6 May 2024	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)
11.2	Final Audit NZ Management Report		
12.0	<b>Other</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
12.1	Updated Honours and Appointments Committee Terms of Reference	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)
12.2	Draft Updated 2018 Academic Freedom Policy		
13.0	<b>General Business</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
		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)
14.0	<b>Council-Only Time</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
		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)

*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 15 July 2024 at 9:00am in the Council Chamber.

**MEETING CLOSED**         The public meeting closed at 2.22pm.

SIGNED AS A CORRECT RECORD: \_\_\_\_\_

DATE: \_\_\_\_\_

**COUNCIL ACTION SCHEDULE**  
from the meeting held on 17 June 2024

	<b>Action</b>	<b>By Whom</b>	<b>Due Date</b>	<b>Expected</b>
1.	Provide Council with a report on UC's QS ranking strategy.	Prof Peter Gostomski	October Strategy Day	
2.	Provide Council with a report on the work Academic Board has undertaken to further the Academic Board TOR goals.	Assoc Prof Alison Griffith	November 2024	