

# COUNCIL

## Minutes

Date	<b>Wednesday 31 August 2016</b>
Time	4.00pm
Venue	Council Chamber, Level 6 Matariki
Present	Dr John Wood (Chancellor), Dr Rod Carr (Vice-Chancellor), Mr James Addington, Mr Peter Ballantyne, Ms Catherine Drayton, Mr Bruce Gemmell, Mr Tony Hall, Mr Malcolm Peterson Scott, Mr Shayne Te Aika.
Apologies	Ms Sue McCormack (Pro-Chancellor), Professor Roger Nokes, Mr Warren Poh.
In Attendance	Mr Jeff Field, Registrar and University Council Secretary Professor Ian Wright, DVC (Research and Innovation) Ms Alex Hanlon, Executive Director, Learning Resources Mr Keith Longden, Chief Financial Officer Dr Andrew Bainbridge-Smith, Head of Academic Services Mr Adrian Hayes, Financial Controller Ms Robyn Nuthall, UC Futures Programme Manager Mrs Raewyn Crowther, University Council Co-ordinator
<b>CONFLICTS OF INTEREST</b>	There were no conflicts of interest notified.
<b>MINUTES</b>	The minutes of the meeting held on 27 July 2016 were approved.
<b>MATTERS ARISING</b>	<u>Faculty/College Unification Implementation</u> Vice-Chancellor, Dr Rod Carr, and Dr Andrew Bainbridge-Smith, Head of Academic Services, provided an oral update on progress in the implementation of the union of Colleges and Faculties. Policies had been reviewed and the process of reviewing regulations was under way. Legal advice had been requested regarding the terms of endowments, particularly the Erskine Trust, and to advise on any other statutory obligations. PVCs had met to design the College Forum and a review of the website and publications was planned.

**FROM THE  
CHANCELLOR****Chancellor's Meetings**

The schedule of meetings was noted.

**Council Work Plan 2016**

An updated copy of the Work Plan was tabled and the Registrar, Mr Jeff Field, highlighted the changes that had been made to the document, noting the upcoming health and safety site visit on 19 September to RSIC.

**Council Handbook**

Mr Field presented the 2016 UC Council members' handbook, to be read in conjunction with the TEI guide. A further review of the handbook would be done early in 2017.

**Council Appointment to UC Foundation**

Mr Warren Poh was the current Council appointee to the UC Foundation. His term of office had expired and nominations for the position were invited with the election to be held at the September meeting. Mr Poh would be asked if he was interested in remaining in the position.

**Election of Student Representative to Council**

Mr Field advised that Mr James Addington had been re-elected as UCSA President for a further term and that all students had been able to participate in the voting. There would therefore be no difficulty for Council to appoint him as student representative on Council. The September meeting would receive a report from the Returning Officer and the appointment would be considered at that meeting.

**Executive Committee Report – Adoption of Six Monthly Accounts**

The Chancellor reported that the Executive Committee had adopted the Six Monthly Accounts by electronic means in order to meet the NZX deadlines, following a full review of the accounts by the Finance Planning and Resources Committee (FPRC) and the Audit and Risk Committee (ARC). A teleconference had also been held to allow Council members to ask questions and provide comments. The full papers were included in the agenda for information.

**AVC (Māori) Presentation**

Mr Darryn Russell, AVC (Māori), was welcomed to the meeting and provided Council with a report on the Māori Development Strategy. He was supported by Ripeka Tamanui-Hurunui, (Kaiārahi Service Units and MDT manager).

Mr Russell remarked on:

- Context – in 2016 the Māori role was 1116, proportionately higher than the general population. There had been a 50% increase in Masters and PhD enrolments and a steady increase overall since 2013.
- Recruitment – Difficult nationally as UC was competing in a very small market. It was necessary to develop:
  - A sense of belonging

- Competencies of staff
- Physical environment
- The ability for Māori students to leave home
- Step Change – This would require a lot of money. Mr Russell described examples of a model that worked, providing full support for targeted students identified in Year 12/13, (irrespective of their academic performance), supported through a foundation programme to enable them to succeed in health sciences. Both were funded by the Ministry of Health and had proved to be successful. If adopted at UC it could focus on engineering, Te Reo or early childhood teaching.
- Retention – There was already success in this area. The Māori Development Team had realigned to focus on Year 1 and Year 2 and there was good engagement by academic staff. Early warning systems remained a challenge.
- The Strategy for Māori Development would produce the step change with the creation of bicultural competence and confidence being the most important contribution to the graduate profile.

In questioning, Mr Russell commented:

- Bi-cultural competence was impacting on students though there was still work to be done to address course content.
- There was an appetite for collaboration across institutions and Te Tapuae o Rehua was reconsidering its strategic aim.
- There was a need to address secondary school course structures as students opt for Te Reo or culture subjects, cutting access to science courses and leaving them with few options by Year 13.
- There were challenges to providing a sense of belonging.

Mr Russell and Ms Tamanui-Hurunui were thanked for their report.

### **Feedback on Pasifika Strategy meeting**

The Chancellor noted that a meeting had been held with Council members Shayne Te Aika and Malcolm Peterson Scott present. An opportunity for a presentation or workshop on the Pasifika Strategy would be provided in the future.

Mr Te Aika reported that the meeting had been useful but the responses from the presenters were operational matters rather than relevant to governance. Greater clarity needed to be provided if such meetings were to be held again. Mr Scott agreed that the information provided had been useful and the engagement constructive. The issues were in retention rather than recruitment of Pasifika students.

## **FROM THE VICE- CHANCELLOR**

### **Monthly Report**

The report was taken as read. In discussion it was noted that:

- The Productivity Commission had advised that its draft report would be released for comment on 29 September. The University would be making a response. The Chancellor also noted that the Universities New Zealand Chancellors' Group

intended to re-engage with the Commission.

- The University would be making a submission to the Christchurch City Council advocating for resident parking zones around campus.
- Applications to the halls of residence for 2017 were up by 14% on last year but it was early data and this might reflect students applying to multiple institutions.
- The Education Amendment Bill draft is due on 15 September and would be likely to include the pooling of funds solution for trust funds and the ability for electronic meetings.
- The Rugby Club had affiliated with UCSA and the tenant had been evicted. Discussions were continuing on the lease and insurance arrangements. It was noted that a number of All Blacks were former members of the club and there was support in the community for the club.

In questioning it was noted that:

- The general staff long-service awards were well received and Council members could consider attending future functions.
- The Academic Board Review was continuing with a Working Group putting up a straw-man proposal. Further advice would be sought from the Academic Board and there was a degree of overlap with the College/Faculty unification process.
- The Vice-Chancellor provided a set of slides for information on the correlation between school decile and UE results and enrolments, and Maori and Pasifika enrolment data.

Moved

**THAT: The Vice Chancellor's Report be received.**

Carried

**FROM THE FINANCE,  
PLANNING AND  
RESOURCES  
COMMITTEE**

The Chair of the Finance, Planning and Resources Committee (FPRC), Ms Catherine Drayton, presented the reports from the meeting of FPRC on 15 August 2016.

**CAPEX Report to 30 June 2016**

Ms Drayton highlighted the schedule of Business Cases which had been updated in the Council work plan.

Moved

**That: Council note the CAPEX Quarterly Report to June 2016.**

Carried

**Fair Trade**

It was noted that the University would seek to be accredited as a Fair Trade provider but this would not require other non-Fair Trade operations on campus to change. Some procurement practices would change as a result of this accreditation.

Moved

***That: Council endorse the University seeking Fair Trade accreditation.***

Carried

**FROM THE AUDIT AND RISK COMMITTEE**

The Chair of the Audit and Risk Committee (ARC), Mr Peter Ballantyne, presented the reports from the meeting of ARC on 15 August 2016.

**Health and Safety**

Mr Ballantyne noted that due to the importance of health and safety the quarterly reports would continue to be provided to Council. The current report highlighted:

- Field activities
- Contractors
- Wellbeing
- Health monitoring
- College of Engineering Standard Operating Procedure project

Moved

***That: Council note the Health and Safety Report.***

Carried

**FROM THE ACADEMIC BOARD**

**Academic Board Report**

Dr Andrew Bainbridge-Smith, Head of Academic Services, introduced the report on behalf of the Chair.

Matters raised at the Academic Board meeting included:

- Investment Plan 2017-19
- Reporting on graduate attributes
- 2018 Academic Year dates and signalling of 2019 and 2020 dates
- Reduction of library services
- Teaching/research workloads

In particular it was noted that it was unlikely there would be alignment of Academic Years among university institutions though Lincoln University was likely to match the UC dates.

Moved:

***That: Council approve the following qualification proposal, which may require further approval from or noting by CUAP:***

**From the Faculty of Arts**

***To amend the Master of Arts, Master of Science, Postgraduate Diploma in Science, Bachelor of Arts with Honours, and Bachelor of Science with Honours to***

*include the new postgraduate courses in Philosophy that will now all be 30 points.*

Carried

Moved

**That: Council note the Academic Board Report.**

Carried

**PUBLIC EXCLUDED  
MEETING**

Moved

**That: the public be excluded from the following parts of the proceedings of this meeting, namely:**

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
7.1	<b>Risk Report</b>	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University. To avoid prejudice to measures protecting the health or safety of members of the public.	7(f)(i) 7(d)
8.1	<b>UC Futures</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
8.2	<b>CETF Risk Sharing Mechanism</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
8.3	<b>Peoplesoft Upgrade Business Case</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
8.4	<b>Dovedale Business Case</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
8.5	<b>UC TEC Investment Plan</b>	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University. To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(f)(i) 7(h)
8.6	<b>Library and Archives Accession Moratorium</b>	To protect the privacy of natural persons, including that of deceased natural persons	7(a)
8.7	<b>Financial Forecast Report</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
9.1	<b>Draft minutes Audit and Risk 15 August</b>	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	<b>H&amp;S Visit to Chemistry Follow-up</b>	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University. To avoid prejudice to measures protecting the health or safety of members of the public.	7(f)(i) 7(d)
9.3	<b>UC Futures Key Risks</b>	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)
9.4	<b>KPMG Country Plan IQA and Management Response</b>	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 UC Directors, the Head of Academic Services and the Council Co-ordinator be permitted to remain at this meeting because of their knowledge of the various matters being discussed. 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

**RETURN TO PUBLIC MEETING**

Members returned to public meeting at 6.30pm and item 8.5 UC TEC 2017-19 Investment Plan was confirmed in public and members agreed that it be despatched to TEC.

**GENERAL BUSINESS**

There were no items of general business.

The meeting closed at 6.31pm.

**NEXT MEETING**

The next meeting is scheduled for 4.00pm on Wednesday 28 September 2016.

SIGNED AS A CORRECT RECORD:

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DATE:

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