

# COUNCIL

## Public Meeting Minutes



### Te Kaunihera o Te Whare Wānanga o Waitaha

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<b>DATE</b>	Wednesday 5 October 2022
<b>TIME</b>	11:00am
<b>VENUE</b>	Council Chamber, Level 6, Matariki
<b>PRESENT</b>	Ms Amy Adams (Chancellor), Professor Cheryl de la Rey (Vice-Chancellor), Mr Peter Ballantyne, Ms Liz Bond, Mr Pierce Crowley, Mr Roger Gray, Professor Jack Heinemann, Ms Keiran Horne - via Zoom, Mr Warren Poh, Ms Rachel Robilliard
<b>IN ATTENDANCE</b>	Mr Keith Longden, (Executive Director Planning, Finance & Digital Services) Professor Ian Wright (Deputy Vice-Chancellor (Research)) Ms Maria Gracie (Governance Co-ordinator) Mr Grantley Judge (Governance and Compliance Manager) Ms Izzie Oosthuizen (Personal Assistant, Vice-Chancellor's Office)
<b>APOLOGIES</b>	Mr Shayne Te Aika (Pro-Chancellor) and Ms Gillian Simpson.
<b>WELCOME</b>	The Chancellor extended a warm welcome to Ms Rachel Robilliard who had recently been appointed to the UC Council by the Minister of Education.
<b>REGISTER OF INTERESTS</b>	The Chair 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 7 September 2022</b>  <u>Moved:</u> <i>That the minutes of the meeting held on 7 September 2022 be accepted as a true and correct record.</i>
	Carried
<b>MATTERS ARISING</b>	There were no matters arising.

**FROM THE  
CHANCELLOR****Degrees Conferred in Absentia**

The Chancellor advised Council of the schedule of degrees to be awarded in absentia. The names of the graduates would be entered into the public record.

Moved:

*That Council approve the degrees awarded in absentia, for the public record.*

Carried

**UC Celebrating Excellence**

A Celebrating Excellence | Pō Whakamanawa event, to which all Council members were invited, would be held directly after the November Council meeting.

**Council end of year gathering**

The Chancellor requested members' views in relation to an end of year function. A potential date for the function would be 7 December.

**FROM THE  
VICE-CHANCELLOR****Vice-Chancellor's Monthly Report**

The Vice-Chancellor highlighted the following items:

- The resumption of in-person events on campus was continuing with good attendance.
- The UCSA Staff Awards ceremony was held recently. The event was a highlight for staff who appreciated the thought and efforts that students put into hosting the occasion.
- Student recruitment for the 2023 academic year was well underway.
- Feedback received from MOE and TEC in regard to UC hosting Te Whitia (Student Success Symposium) was positive. UC has demonstrated significant innovation and versatility accompanied by support from the University's digital transformation work.
- Covid numbers on campus remained very low and the focus was now on ways to support students and address mental health.

*Noted in discussion*

- Mr Michael Oulsnam and his team's planning for the digital transformation was now coming to fruition. Council noted it was pleasing to see all of the digital initiatives being realised.
- Discussion with the Digital Services and HR teams were underway in relation to the new business improvement process. One of the objectives was to take technology as far as we can.
- A group of staff were working on a strategy for health and improving child poverty in conjunction with Hāpai Te Hauora.

Moved:

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

Carried

## ACADEMIC BOARD Academic Board Report

Professor Matthew Turnbull joined the meeting and spoke to the report.

### *Noted in discussion*

- A proposal to introduce a Graduate Certificate in Māori Language and Pedagogy | Aumiri Pounamu would be forwarded to CUAP.
- Council advised it would be useful to have an estimate of student enrolments when a recommendation was made to introduce a new qualification.

### Moved:

#### *That Council:*

1. *notes the report of the Academic Board;*
2. *receives the new curriculum development which has been endorsed by the Academic Board and will be reported to CUAP and TEC - to introduce a Graduate Certificate in Māori Language and Pedagogies | Aumiri Pounamu; and*
3. *requests that future proposals for any new proposed qualifications includes information on forecast student numbers.*

Carried

Professor Turnbull left the meeting.

## 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 of the meeting</b> Confirm minutes of the meeting held on 7 September 2022 - held with the public excluded	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	<b>Matters Arising</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)
6.0 6.1	<b>From the Chancellor</b> Council Work Plan 2022 - Updated	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)
6.2	Council Work Plan 2023 - Draft for discussion	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	<b>From the Vice-Chancellor</b> 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)

7.2	Academic Board Recommendation – Magna Charta Universitatum 2020	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)
7.3	Academic Board Minutes for 12 August 2022	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)
7.4	UC Research Committee – Innovation Medal Recommendations	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)
7.5	Teaching Awards Committee – Teaching Medal Recommendations	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)
8.0 8.1	<b>Academic</b> Testamur Draft Design Options – Presentation	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)
8.2	Update on Graduation Process Review	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)
9.0 9.1	<b>Strategy &amp; Planning</b> UC KPIs 2023	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	<b>Health, Safety &amp; Wellbeing (HSW)</b> HSW 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	H&S Visits & Observations Plan 2023	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)
11.0 11.1	<b>Facilities &amp; Sustainability</b> Name Change for the Engineering Core Building	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	Ilam Boiler & Ground Source Heat Pump Projects – Budget Reset	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	<b>Digital Screen Campus</b> Monthly 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)
12.2	DSC Ōtakaro Cost Approval	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	<b>Finance</b> 30 September 2022 Financial Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)

13.2	31 August 2022 Monthly Financial 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)
		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)
13.3	Insurance Renewal 2023 – For Approval	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)
13.4	UCF & UCTF Draft Budget 2023	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>Other</b>		
14.1	Council Committees – Revised 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)
14.2	Committee Memberships – Vacancies Outlined	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)
15.0	<b>General Business</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)
16.0	<b>Council Only Time</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 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** No matters of General Business were raised.

**NEXT MEETING** The next meeting is scheduled for 11:00am on Wednesday, 2 November 2022 in the Council Chamber.

**MEETING CLOSED** The public meeting closed at 3.27pm.

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

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

**UNIVERSITY COUNCIL MEETING**

Action List from the meeting held

Wednesday 5 October 2022

	<b>Topic</b>	<b>By Whom</b>	<b>Action required / Date</b>
1.	Inform Academic Board, via the Board Secretary, that future proposals for any new proposed qualifications are to include information on forecast student numbers.	Mr Judge	October 2022