

COUNCIL

Public Meeting Minutes

Te Kaunihera o Te Whare Wānanga o Waitaha

DATE	Wednesday 24 November 2021
TIME	2:00pm
VENUE	Council Chamber, Level 6 Matariki
PRESENT	Ms Sue McCormack (Chancellor), Professor Cheryl de la Rey (Vice-Chancellor), Ms Amy Adams, Mr Peter Ballantyne, Ms Liz Bond, Ms Rachael Evans, Ms Kim Fowler, Professor Jack Heinemann, Ms Keiran Horne, Ms Gillian Simpson.
APOLOGIES	Mr Warren Poh, Mr Shayne Te Aika.
IN ATTENDANCE	Ms Adela Kardos (General Counsel/Registrar and Council Secretary) Ms Lelanie Crous (Administration Team Leader) Mr Pierce Crowley (2022 UCSA President) Mr Grantley Judge (Governance and Compliance Manager) Professor Catherine Moran (Deputy Vice-Chancellor (Academic)) Mr Richmond Tait (Director of Finance) Professor Ian Wright (Deputy Vice-Chancellor (Research))
REGISTER OF INTEREST	The Chancellor requested that the Registrar be advised of any changes to the interests register.
CONFLICTS OF INTEREST	There were no conflicts of interest arising.
MINUTES	<u>Moved:</u> <i>That the minutes of the meeting held on 27 October 2021 be accepted as a true and accurate record.</i>
MATTERS ARISING	There were no matters arising.
FROM THE CHANCELLOR	Chancellor's Meetings The list of Chancellor's meetings was noted. <u>Moved:</u> <i>That Council note the report on the Chancellor's meetings.</i>
	Carried
	Carried
	Degrees Conferred in Absentia

Ms McCormack 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

**FROM THE VICE-
CHANCELLOR**

Prior to the Vice-Chancellor presenting her last report for the year, the Chancellor took the opportunity to thank Council members, the Vice-Chancellor, management and staff for their efforts in what was another challenging year. Thanks also were extended to the Chancellor for her continued efforts in 2020.

Monthly Report

As part of her monthly report, the Vice-Chancellor highlighted the following items and updates:

- Another lockdown in 2021 was unexpected and presented its own challenges, including balancing onsite teaching with health and safety. It was pleasing to see that the University rose to this challenge and became more agile.
- Announcement of New Zealand's boarder opening in 2022 was positive.
- Te Pae Raka Hau / Canterbury Knowledge Commons has formalised a multilateral partnership agreement between UC and eight influential organisations in the region. This multilateral memorandum of understanding has been signed between UC, Ngāi Tahu Research Centre, Canterbury Police, Canterbury Ministry of Education, the Christchurch City Council, ChristchurchNZ, The Press, Canterbury District Health Board and the Canterbury Employers' Chamber of Commerce. This will develop a platform that creates opportunities for joint societal research to answer questions to some of Canterbury's most pressing issues.
- UC launched Kia Angitu, an ecosystem of projects aimed at student success. Analytics for Course Engagement (ACE) is deploying its second iteration in readiness to meet the agreed delivery at the end of 2021.
- UC had significant success in competitive research funding during 2021, securing \$100m of contracted and/or awarded projects. The Vice-Chancellor recognised Professor Jack Heinemann's contribution to the development of the Graduate School.
- Appreciation of the Academic Board and its robust discussions followed by unanimous recommendations to Council was recognised.
- Due to the Covid-19 context, a significant number of adults and school leavers chose to study or upskill in 2021, raising enrolments to the highest level on record at the University.

- In 2021, UC academics developed, submitted and received approval for 15 new qualifications.
- Significant increase in online learning opportunities.
- Establishment of the Executive Education programmes in the UC Business School.
- The new Director of Health and Safety recruited a new team and instituted a partnership model so every leader has an expert health and safety support person. A refreshed health and safety plan has been developed and activated, an in-depth analysis of risk across the institution has been conducted and a new health and safety system (Assura) launched so that better data can be collected and reported.
- The Vice-Chancellor stated that significant positive developments have been made in 2021, thanks to everyone's efforts, but acknowledged it's been a challenging and tiring year for staff.

In discussion it was noted that:

- Council congratulated the Vice-Chancellor on an excellent report and the achievements of 2021.
- There was a lot of new initiatives, including those that support women.
- The Canterbury Knowledge Commons partnership allows leaders to exchange information, form strategies and prioritise how organisations can work together. A programme of initiatives will be worked on early in 2022. It was recognised that ECan, Lincoln University, Te Papa Hauroa, Selwyn and Waimakariri District Councils were future possible additions to the partnership.

Moved:

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

Carried

FROM THE ACADEMIC BOARD

Professor Matthew Turnbull joined the meeting via Zoom.

The Chancellor thanked Professor Turnbull and the Academic Board for their work during 2022, including Dr Ross James, Dr Matthew Barber (Proctor) and Ms Adela Kardos for their work on the revised regulations.

Professor Matthew Turnbull then proceeded to present a verbal update from the Academic Board.

In discussion it was noted that:

- The University Discipline and Appeals Regulations had been revised;
- University were converting to Faculties;
- Consultation was underway on revisions to the academic promotion system;
- Terms of reference and regulation changes for the implementation of Faculty Boards

The Academic Board presented to Council, for approval, revised Behavioural Misconduct, Academic Misconduct and Appeals Regulations. These regulations were updated, after undertaking an extensive external review, taking into consideration:

- comparison with other universities;
- identified issues with the current regulations;
- the requirements of the Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021

In discussion it was noted that:

- a couple of minor drafting changes would assist with the reading of the regulations;
- the role of the Council Appeals Committee remains the same;
- the change to the standard of proof “beyond all reasonable doubt” to “balance of probabilities” increased the onus on students but was more consistent with other universities;
- these new regulations would mean a requirement to amend other regulations and procedures to ensure consistency and a consolidated approach.

Moved:

That Council:

1. notes the written report from the Academic Board; and
2. approve the revised discipline, academic integrity and appeal regulations [now called the behavioural misconduct, academic misconduct and appeals regulations], noting that the Appeals Regulations proposed clause 9 be removed.

Carried

Professor Turnbull left the Zoom 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	Minutes of the meeting held on 27 October, held with the public excluded.	These items concern matters that were previously dealt with during proceedings of Council from which the public was excluded.	
5.0	Matters arising from those minutes	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	From the Chancellor Council Work Plan 2022	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)

7.0	From the Vice-Chancellor		
7.1	The Vice-Chancellor's 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	Covid Response and Future Framework	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	Emeritus Professor Nomination	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	Monthly Health and Safety Report		
8.1	Health Safety and Wellbeing 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)
8.2	Health, Safety and Wellbeing Policy	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	From Finance, Planning and Resources		
9.1	Verbal Update from FPRC dated 15 November 2021	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	University Draft Consolidated Budget 31 December 2022	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
9.3	30 September 2021 Summary Consolidated Financial Statements	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
9.4	Digital Roadmap	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
10.0	From Agenda Items		
10.1	Quarterly Cyber Security 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)
		To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
10.2	Insurance Renewal Update 2021/2022	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
10.3	Audit New Zealand – Final Audit Plan for 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)
10.4	Trust Amalgamation	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
10.5	Proposed Terms of Reference for Audit and Risk Committee of Council and Extension of current Committee member	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)
	Arbitration Matter		

10.6		To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
11.0	Other Business	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

**RETURN TO
PUBLIC
MEETING**

Council returned to the public meeting at 5.19pm.

**GENERAL
BUSINESS**

The following items were discussed:

- Farewell and best wishes to Ms Kim Fowler as UCSA President 2021, who was thanked for the important representation of UC students.
- Chancellor thanked staff for their hard work in 2021.
- The Vice-Chancellor thanked the Chancellor and other Council members for their leadership and service during another challenging year.

NEXT MEETING

The next meeting is scheduled for 11:00am on Wednesday 2 February 2021. This meeting is preceded by a workshop from 8:30am – 10:30am.

**MEETING
CLOSED**

The public meeting closed at 5:24pm.

SIGNED AS A CORRECT RECORD: _____

DATE: _____