

COUNCIL

Public Meeting Minutes

Te Kaunihera o Te Whare Wānanga o Waitaha



DATE	Wednesday 19 November 2025
TIME	9:00am
VENUE	Council Chamber, Level 6, Matariki Building
PRESENT	Hon. Amy Adams (Chancellor), Professor Cheryl de la Rey (Vice-Chancellor), Mr Bruce Irvine, Mr Luc MacKay, Ms Rachel Robilliard, Ms Gillian Simpson, Ms Lisa Tumahai, Hon. Poto Williams (Pro-Chancellor), Mr Steve Wakefield, Ms Catherine Woods.
IN ATTENDANCE	Ms Heather Couch, Academic Quality & Records Team Leader, Ms Kat Cuttriss, University Librarian, Associate Professor Alison Griffith, Professor Lucy Johnston, Deputy Vice-Chancellor (Research & Innovation), Mr Grantley Judge, Governance & Compliance Manager, Ms Adela Kardos, General Counsel & Registrar, Professor Catherine Moran, Deputy Vice-Chancellor (Academic), Ms Tumaru Mataio, UCSA President 2026, Mr Paul O’Flaherty, Executive Director People, Culture & Campus Life.
APOLOGIES	Professor Jack Heinemann, Ms Sina Cotter Tait.
WELCOME	<p>The Chancellor opened the meeting with a Karakia.</p> <p>Ms Tumaru Mataio (UCSA President 2026) was warmly welcomed to the meeting and Mr Luc MacKay (UCSA President 2024-2025) was sincerely thanked for his contributions and professionalism with Council over the past 2 years. Council acknowledged the importance of having the student voice represented.</p>
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 25 September 2025

Moved:

That the minutes of the meeting held on 25 September 2025 be confirmed as a true and correct record.

Carried

MATTERS ARISING

There were no matters arising.

**FROM THE
CHANCELLOR**

Degrees Conferred in Absentia

Moved:

That Council approves the November list of degrees to be awarded in absentia for the public record.

Carried

**FROM THE VICE-
CHANCELLOR**

Vice-Chancellor's Monthly Report

The Vice-Chancellor presented her report, including a health and safety update, and responded to questions.

The Vice-Chancellor thanked Mr Luc MacKay, UCSA President, for his leadership of the UCSA over the last two years and the constructive way he presented matters for discussion.

Ms Kat Cuttriss, University Librarian, provided an update on the negotiations with the four global academic publishing companies and how New Zealand and Australian universities were working together to secure a better deal.

The Vice-Chancellor thanked staff and students for their work, dedication and achievements throughout 2025.

Moved:

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

Carried

Academic Board Report

Associate Professor Alison Griffith presented the Academic Board Reports and responded to questions.

The Academic Board's terms of reference was due for review next year. Council would discuss at a later date when the Council would commence the review.

Moved:

That Council:

- 1. notes the 12 September and 10 October 2025 Academic Board Reports.*

2. *approves the semester dates for 2027 and provisional dates for 2028.*
3. *notes the reports of Graduating Year Reviews and the deletions of existing qualifications. These reports were endorsed by the Academic Board and have been reported to the Committee on University Academic Programmes.*

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 25 September 2025	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 5.3	Matters Arising Action Schedule Draft Strategy Day 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(2)(f)(i)
6.0	Council & Vice-Chancellor 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(2)(h) 7(2)(f)(i)
7.0 7.1 7.2	Health & Safety Monthly Health & Safety Report Revised Health & Safety Work Plan	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(2)(h) 7(2)(f)(i)
8.0 8.1 8.2	Strategy & Planning Strategy Implementation Update Q3-2025 Final Triennial Plan 2026-2028	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(2)(h) 7(2)(f)(i)
9.0 9.1	Major Project Kōawa Studios Digital Screen Quarterly 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(2)(h) 7(2)(f)(i)
10.0 10.1 10.2 10.3 10.4 10.5 10.6 10.7	Finance University Budget 2026 UCF Trust Budget 2026 UCTF Trust Budget 2026 Consolidated UC & Trusts 2026 Budget 30 September 2025 Summary Consolidated Financial Statements Monthly Financial Update October 2025 Principles for Trust Funds	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(2)(h) 7(2)(f)(i)
11.0 11.1	Capital & Investment Committee	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(2)(h)

11.2	CIC Meeting (3 November 2025) 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(2)(f)(i)
11.2.1	CIC Recommendations to Council		
11.2.2	Pūtaiao Koiora Building Business Case		
11.2.3	Ilam Campus Mains Water Replacement Business Case		
11.2.4	Digital Connectivity Programme		
11.2.5	UC Trust Funds Eriksens Report (30 September 2025) & Recommendation Project Assurance Programme 2026		
12.0	Audit & Risk Committee	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(2)(h)
12.1	ARC Meeting (3 November 2025) 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(2)(f)(i)
12.2	External Audit Plan for the Year Ending 31 Dec 2025		
12.3	Year-end Key Accounting Issues December 2025		
12.4	Audit NZ Audit Fee Proposal Letter (Audit Fees 2025-2027)		
12.5	Greenhouse Gas Omissions Target Update		
13.0	Honours & Appointments Committee	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(2)(h)
13.1	Meeting (29 October 2025) 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(2)(f)(i)
13.2	Canterbury Museum Trust Board Report	To protect the privacy of natural persons.	7(2)(a)
13.3	Canterbury Museum Trust Board UC Representative		
14.0	Other	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(2)(h)
14.1	Chancellor Election	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(2)(f)(i)
14.2	Delegation Schedules Annual Review		
14.3	Delegation of Authority to Executive Committee over Recess		
14.4	Executive Committee Decision (5 November 2025)		
14.0	From the Chancellor	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(2)(f)(i)
15.1	Chancellor Meetings & Correspondence Verbal Update	To protect the privacy of natural persons.	7(2)(a)
15.2	Council Work Plans 2025 & 2026 Update		
16.0	From The Vice-Chancellor	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(2)(h)
16.1	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(2)(f)(i)
16.2	Academic Board Minutes (11 July & 12 September 2025)		
17.0	General Business	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(2)(h)
		To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(2)(f)(i)
18.0	Council-Only Time	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(2)(h)
		To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(2)(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.

Carried

GENERAL BUSINESS There were no items of general business.

NEXT MEETING The next Council meeting will be held on Wednesday 25 February 2026 at 9:00am in the Council Chamber.

MEETING CLOSED The public meeting closed with a Karakia at 1.15pm.

SIGNED AS A CORRECT RECORD: _____

DATE: _____

COUNCIL ACTION SCHEDULE
from the meeting held on 19 November 2025

	Action	By Whom	Due Date	Expected
1.	Academic Board terms of reference review – suggest date that the review paper could be presented to Council for consideration.	Ms Kardos	Feb 2026	