

COUNCIL

Public Meeting Minutes



Te Kaunihera o Te Whare Wānanga o Waitaha

DATE	Wednesday 12 July 2023
TIME	11:00am
VENUE	Room 121 Akomanga, Ōtākaro, Digital Screen Campus
PRESENT	Ms Amy Adams (Chancellor), Mr Shayne Te Aika (Pro-Chancellor), Professor Cheryl de la Rey (Vice-Chancellor), Mr Peter Ballantyne, Ms Liz Bond, Mr Roger Gray (via Zoom), Professor Jack Heinemann, Ms Keiran Horne, Ms Rachel Robilliard, Ms Gillian Simpson, Mr Warren Poh
IN ATTENDANCE	Professor Catherine Moran - Deputy Vice-Chancellor (Academic) Mr Paul O’Flaherty - Executive Director, People, Culture & Campus Life Mr Richmond Tait - Director Finance Ms Adela Kardos - General Counsel & Registrar Mr Grantley Judge - Governance and Compliance Manager Ms Deborah Denes - Governance Advisor
APOLOGIES	Mr Pierce Crowley
REGISTER OF INTERESTS	No amendments to the Register of Interests were advised.
CONFLICTS OF INTEREST	No conflicts of interest were advised.
MINUTES OF THE PREVIOUS MEETING	Confirming the Minutes of the meeting held on 14 June 2023 <u>Moved:</u> <i>That the minutes of the meeting held on 14 June 2023 be accepted as a true and correct record.</i>
	Carried
MATTERS ARISING	Action Schedule No matters arising from Minutes.

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

That Council approves the degrees to be revoked, amended and awarded in absentia for the public record.

Carried

Chancellors' Summit Meeting Update

The Chancellor briefed Council on the Chancellors' Summit meeting she had attended over the last month.

Moved:

That Council notes Chancellors' Summit Meeting Update.

Carried

Updated Council Handbook

Ms Adela Kardos spoke to the updated Council Handbook item and the following amendments were requested:

- including reference to 'contractors' in the description of the University community regarding health, safety and wellbeing;
- changing the Council's responsibility from 'leading' the University's health, safety and wellbeing vision to that of ensuring the University has a clear health, safety and wellbeing vision;
- adding that Council was to ensure the University had sufficient resources to achieve its health, safety and wellbeing vision; and
- allowing Council members to print their Diligent agendas (for personal use only).

Moved:

That Council:

1. *approves, subject to the amendments outlined above, the updated Council Handbook; and*
2. *delegates authority to the Vice-Chancellor and sub-delegation to the Registrar to make minor amendments to the Council Handbook, in order to keep it up to date.*

Carried

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

The Vice-Chancellor highlighted items from her written report.

Moved:

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

Carried

ACADEMIC BOARD**Academic Board Report**

Professor Catherine Moran presented the Academic Board Report, which was taken as read.

In discussion the following was noted:

- Professor Matthew Turnbull’s term of office on the Academic Board and as Deputy Chair of the Board had ended. Professor Turnbull’s valued contribution was acknowledged;
- academic term dates, proposed by the Academic Board, were to be presented to Council for approval; and
- additional costs and future cost projections, to run new courses, were to be included in future Academic Board Reports to Council.

Moved:

That Council:

1. *notes the Academic Board Report; and*
2. *approves the new curricula developments which have been endorsed by the Academic Board:*
 - a. *To introduce a new major in Digital Product Design in the Bachelor of Product Design;*
 - b. *To discontinue the Graduate Diploma in Business Administration; and*
 - c. *To discontinue the Graduate Diploma in Early Childhood Teaching and the Graduate Diploma in Teaching and Learning (Primary).*

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 14 June 2023	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	Matters Arising	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	Council-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(h) 7(f)(i)
7.0 7.1 7.2 7.3 7.4	From the Chancellor Council Work Plan 2023 Update New UCF Trustees (with bios) Chancellors’ Summit Meeting Update Council Member Remuneration Review	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	From the Vice-Chancellor Vice-Chancellor’s Monthly Report Academic Board Minutes - 14 April 2023	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)

9.0	People, Culture and Campus Life Health Safety & Wellbeing Monthly Report Safe365 Final 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)
9.1		To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
9.2			
10.0	Digital Screen Campus Project Report Establishment Board Quarterly Report Package 2 Options Analysis	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)
10.1		To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
10.2			
10.3			
11.0	Business Cases UC Online Business Case	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)
11.1		To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
12.0	Finance and Major Projects International Student Fees 2024 Financial Summary Report 30 June 2023 Financials Verbal Update Financial Implications of Higher Sector Funding in 2024	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
12.1		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			
12.3			
12.4			
13.0	Arbitration Update Arbitration Update and Related Matters	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
13.1		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	Other Updated Delegations Schedules (Contracts, Finance & Procurement)	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)
14.1			
15.0	Council Only Time	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)
16.0	General 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

GENERAL BUSINESS There were no items of general business.

NEXT MEETING The next Council meeting will be held on Wednesday 9 August 2023 at 11.00am in the Council Chamber.

MEETING CLOSED The public meeting closed at 4.31pm.

SIGNED AS A CORRECT RECORD: _____

DATE: _____

COUNCIL ACTION SCHEDULE
from the meeting held on 12 July 2023

	Action	By Whom	Due Date
1.	None		