

COUNCIL

Te Kaunihera o Te Whare Wānanga o Waitaha

Minutes

Date	Wednesday 24 June 2020
Time	3.00 pm
Venue	Council Chamber, Level 6 Matariki and via video-link
Present	Ms Sue McCormack (Chancellor), Professor Cheryl de la Rey (Vice-Chancellor), Mr Steve Wakefield (Pro-Chancellor), Mr Peter Ballantyne, Ms Liz Bond, Ms Rachael Evans, Ms Keiran Horne, Ms Tori McNoe (from 3.50pm), Mr Warren Poh, Ms Gillian Simpson, Mr Shayne Te Aika. Via video link: Professor Roger Nokes
Apologies	Ms Tori McNoe for lateness
In Attendance	Mr Paul O’Flaherty, Acting University Registrar and Council Secretary Professor Ian Wright, Deputy Vice-Chancellor (Research) Professor Catherine Moran, Deputy Vice-Chancellor (Academic) Mr Keith Longden, Executive Director, Planning, Finance and IT Mrs Raewyn Crowther, University Council Coordinator
REGISTER OF INTEREST	Corrections and updates were to be supplied to the Registrar.
CONFLICTS OF INTEREST	There were no conflicts advised for the public section of the meeting.
MINUTES	The minutes of the meeting held on 27 May 2020 were approved and signed as a correct record.
MATTERS ARISING	It was noted that the report from Simon Flood was on track for presenting to the July meeting of FPRC along with accounting and operational details for the IT project.
FROM THE CHANCELLOR	Chancellor’s Meetings The list of Chancellor’s meetings was noted with the addition of a meeting with the newly appointed General Counsel/Registrar, Adela Kardos. Moved <u>That:</u> Council note the report on the Chancellor’s meetings. Carried

2021 Meeting Schedule

By way of background it was noted that the meeting schedule was last reviewed in 2015 with the schedule being reconfirmed because:

- The meetings fitted within a monthly cycle of management and academic meetings that fed into the Committee and Council meetings
- To change those dates would require changing the dates/cycles for all of those meetings
- The long-established schedule had provided certainty from year to year for planning

Council members had been surveyed for their views on the current schedule. The feedback received clearly indicated that:

- There was a clear majority in favour of retaining the current schedule
- Many members had planned around their other commitments on the basis of the UC dates
- There was little support for any change to the time of day for the meetings.

In discussion it was further noted that:

- It was difficult to accommodate the needs of a large group
- Wednesday in the last week of the month was a popular date for board meetings
- The following could be considered for a future schedule:
 - Moving the Council meeting to the first week of the month
 - Changing the day of the week for Committee meetings
 - Holding Committee meetings on the same day as Council meetings
- The Terms of Reference of the Council Committees would be reviewed by the new Registrar and could result in a streamlining of decision-making, avoiding duplication of papers and reducing the length of the Committee meetings. FPRC agendas would be lighter than in the past due to the reduced building programme, with the possibility that the Committee could focus more on its planning function.
- The need for separate FPRC and ARC Committees would also be explored in the review.
- The number, timing and length of workshops would also be reviewed, including opportunities for Council to understand the workings of the University
- There was unanimous support for an annual strategy day

Moved

That: Council approve the meeting schedule for 2021, noting the dates for graduation and the strategy day were to be confirmed.

Carried

Council Work Plan

Mr O'Flaherty noted that the next version of the work plan would include a full year programme. The workshop on tikanga to assist Council in its partnership with Ngai Tahu would be restored to the programme on 26

August subject to the availability of Associate Professor Te Maire Tau and the Director of Accommodation, once appointed and with sufficient time to develop a plan, would be invited to present to Council on the transition of pastoral care responsibility for Tupuānuku to UC. The latter would be during the course of 2021.

Moved

That: Council note the Council work plan.

Carried

Degrees Conferred in Absentia

Ms McCormack advised Council that the schedule of degrees awarded in absentia had been approved and the names of the graduates were entered into the public record.

Moved

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

Carried

FROM THE VICE- CHANCELLOR

Monthly Report

The Vice-Chancellor presented her report, noting in particular:

- COVID-19:
 - Planning was continuing for an on-campus start to Semester 2, though a capacity for online learning would need to be maintained until the end of level 1
 - UCSA was planning a “reorientation” event to welcome students back
- Engagement:
 - An MOU was being prepared with ChristchurchNZ
 - The Pathway to Tertiary project would enhance access to UC for students from low decile schools
 - Christchurch City Council viewed UC as a strategic partner
 - Meetings were again being held with city leaders and a partnership in a “UC Commons” was supported by agencies.
- Examinations and assessments for Semester 1 had been held in different forms
- Analytics for Course Engagement had proven to be a valuable tool
- UC’s QS ranking had dropped along with five other NZ universities, with Malaysian and Chinese universities rising in the rankings. The next Council a workshop would be on rankings.
- Student recruitment continued to be a focus
- Revised financial targets had been developed to improve the forecast deficit
- The change process in Facilities Management had gone well

Ms McNoe joined the meeting.

In discussion it was further noted:

- Teaching quality was an area that was being developed with professional development opportunities, including a Postgraduate Diploma in Tertiary Teaching, and the appointment of a Dean Future Learning and Development.

- International rankings were important but students' attitudes were also important. In the Council workshop on rankings Professor Wright would address the various ranking measures, but none used student views. Data on the impact of international ranking on domestic enrolments was requested.
- Cheating in online examinations had been monitored with referrals made to the proctors. Comparisons of performance with previous cohorts would assist in showing whether cheating may have had an impact.
- The Tertiary Education Commission and Ministry of Education were supportive of opening the borders to international students, but a key factor is assurance of a quarantine regime that the public could trust.
- A set of KPIs were being developed for the November workshop on the Statement of Service Performance which, along with a software tool, would enable monthly reporting against the strategy in 2021.
- Mr O'Flaherty advised that the changes in Facilities Management had resulted from the restructuring of the Learning Resources division, and focussed on planning and maintenance functions. A Director of Facilities Management was to be appointed.
- A message from Council would be conveyed to SLT and staff to acknowledge their response to COVID-19.
- Promotion of UC in the media was important to raise profile. SLT and senior academics would be receiving media training.

Moved

That: Council note the Vice-Chancellor's Monthly Report.

Carried

Sustainability Report

The Vice-Chancellor noted that the structure of the report followed a framework that pre-dated the new strategy. The next report would align with the strategy. The profile of sustainability had been raised.

Moved

That: Council note the Sustainability Report.

Carried

FROM THE ACADEMIC BOARD

Professor Catherine Moran, DVC Academic, presented the paper noting that the Academic Board report included an update on the joint postgraduate school proposal and recommended the discontinuation of the Master of Bicultural Co-Governance of Natural Resources.

Moved

That: Council:

- i) **note the report of the Academic Board;**
- ii) **approve the discontinuation of the Master of Bicultural Co-Governance of Natural Resources (MBCNR) and forwards the proposal to CUAP and TEC for their approval**

Carried

PUBLIC EXCLUDED Moved
MEETING

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
4.0	Minutes of the meeting held on 27 May 2020 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		
6.0	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(f)(i)
7.0 7.1	From the Vice-Chancellor 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)
8. 8.1 8.2 8.3 8.4	From the Finance, Planning and Resources Committee Draft minutes FPRC meeting 15 June 2020 International Fees 2021 RRSIC Final Report Financial Forecast	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. 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(f)(i) 7(h)
9.0	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

**RETURN TO
PUBLIC MEETING**

Council returned to public meeting at 4.55pm.

**GENERAL
BUSINESS**

There were no items of general business.

The meeting ended at 4.56pm.

NEXT MEETING The next meeting was scheduled for 4.00pm on Wednesday 29 July 2020.

SIGNED AS A CORRECT RECORD: _____

DATE: _____