

COUNCIL

Te Kaunihera o Te Whare Wānanga o Waitaha

Minutes

Date	Wednesday 26 August 2020
Time	4.20 pm
Venue	Council Chamber, Level 6 Matariki
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, Professor Roger Nokes, Mr Warren Poh, Ms Gillian Simpson, Mr Shayne Te Aika.
Apologies	None
In Attendance	Ms Adela Kardos, General Counsel/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 Ms Robyn Nuthall, Director Strategy and Planning Mrs Raewyn Crowther, University Council Coordinator

The meeting was opened with a karakia timatanga.

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 29 July 2020 were approved and signed as a correct record.
MATTERS ARISING	There were no matters arising.
FROM THE CHANCELLOR	<p>Report from the meeting of the Universities New Zealand Chancellors' Group</p> <p>The Chancellor reported on her meeting with the Chancellors and Vice-Chancellors, noting that all universities were facing difficult challenges at this time. To raise their public profile the high level contributions made by universities would be communicated publically. The Tertiary Education Commission would be working on a joint statement which</p>

would go back to the Chancellors' Group for further discussion in a month's time.

Chancellor's Meetings

The list of Chancellor's meetings was noted.

Moved

That: Council note the report on the Chancellor's meetings.

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

UCSA Representative on Council

Ms McNoe advised Council of the process of the election of the new UCSA Executive, with 35% of the student body taking part in the election. Ms Kim Fowler, a fourth year Chemistry honours student had been elected president and the transition would commence from October, with Ms Fowler being invited to attend Council meetings towards the end of the year.

Moved

That: Kim Fowler be appointed to the University Council as the student representative from 1 January 2021 to 31 December 2021.

Carried

FROM THE VICE- CHANCELLOR

Monthly Report

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

- The return to pandemic alert level two had been a little disappointing and the return to on-line teaching had proceeded just ahead of test week. The current two week break would enable consideration of what face-to-face teaching could be done in the fourth quarter, in addition to the online teaching and labs and tutorials currently being provided in level two. Planning was also underway for the scenario of being in level two at the commencement of 2021.
- The significant contribution to the pandemic response of Professor Michael Plank and Associate Professor Alex James had been recognised by the Prime Minister.
- The Knowledge Commons proposal, led by Professor Ekant Veer was gaining momentum, with partners soon to enter into a signed Memorandum of Understanding.
- There was intense competition amongst universities for domestic enrolments.

- Metrics reflecting tone were now available to better track UC's presence in the media.
- There had been a speaking opportunity for the Vice-Chancellor at the REANNZ board meeting which was hosted at UC.
- Many events had been postponed due to the level two lockdown, including the 1 September Graduation celebration which would now be held on 14 December.
- Internationalisation:
 - Although New Zealand would not be admitting international students for some time, UC continued to pursue internationalisation in its broadest sense.
 - Professor Ian Wright, representing UC, had joined in a Times Higher Education webinar with 900 participants.

In discussion it was further noted:

- The library was running well in level two though at peak times demand for seating outstripped supply. Alternate study spaces had been made available.
- The future of textbooks was electronic, however access was expensive and the time period was often limited unless the books were available on open source. An international effort was being made to encourage open source publication but academic freedom to choose where and how academics published their work remained.
- By 2024 NCEA assessments could be online. Universities would need to prepare for students who were becoming unaccustomed to blended learning.
- Council members would be provided with information about events on campus and would indicate whether they would like to be invited.
- NZ universities had different areas of expertise to contribute to the COVID-19 response, with UC offering modelling, sociology, education and engineering solutions.

Moved

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

Carried

**FROM THE AUDIT
AND RISK
COMMITTEE**

Ms Keiran Horne, Chair of the Audit and Risk Committee, provided a report on the meeting of the Audit and Risk Committee of 17 August 2020.

**Health, Safety and
Wellbeing Report**

Ms Horne noted that the report contained updates on the investigation of a number of incidents. Critical risks across campus had been identified and the recruitment of a new Health and Safety Manager was underway.

Moved

That: Council note the Health, Safety and Wellbeing Report.

Carried

Revised Internal
Audit Plan

It was noted that the plan had originally listed seven internal audit projects which had been reduced to three given the delays caused by the COVID-19 lockdowns.

Moved

That: Council approve the revised internal audit programme for 2020.

Carried

UC Trust Funds
2019 Financial
Statements

Following discussion of this item at the Audit and Risk Committee, clarification had been sought as to whether Council was required to approve these accounts given they had been included in the consolidated accounts which had already been approved. The Registrar advised that such approval would not be required under the terms of the current legislation and the new Trustees Act. Council noted that the funds had achieved the desired objective of CPI plus 4.5%.

**FROM THE
ACADEMIC BOARD**

There was no report from the Academic Board this month.

**PUBLIC EXCLUDED
MEETING**

Moved

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 29 July 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 6.1	From the Chancellor 2020 Teaching Medal	To protect the privacy of natural persons.	7(a)
6.2	Emeritus Professor nomination	To protect the privacy of natural persons.	7(a)
6.3	Ratification of Council Decision	To protect the privacy of natural persons.	7(a)
6.4	Council Work Plan	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) and 7(h)
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)
7.2	IT Transformation Progress 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)
7.3			7(f)(i)

	Ministerial Letter re closure of UC Futures GOG	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	
8.	From the Audit and Risk Committee		
8.1	Draft Minutes ARC meeting 17 August 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)
8.2	COVID-19 Risk Register 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)
8.3	PCI DSS Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
9.	From the Finance, Planning and Resources Committee		
9.1	Draft minutes FPRC meeting 17 August 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)
9.2	Rehua IQA5 Report	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
9.3	Financial Forecast	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
10.0	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 6.08pm and confirmed in the public record:

- The awarding of Emeritus Professor status to Professor Neville Blampied.
- The awarding of the 2020 Teaching Medal, the recipient's name to remain confidential until formally announced in due course.

GENERAL BUSINESS

Parking Fees

A request to have parking fees refunded in August due to the reintroduction of level two had been made to the Vice-Chancellor. It was noted that in terms of the Parking Statute the decision sits with the Vice-Chancellor. The fee had previously been refunded when in levels three and four, but as the university remained open in level two and its services were being well utilised by students during this time, no further refund would be offered.

The meeting was closed with a karakia whakamutunga.

The meeting ended at 6.15pm.

NEXT MEETING

The next meeting was scheduled for 4.00pm on Wednesday 30 September 2020.

SIGNED AS A CORRECT RECORD: _____

DATE: _____