

COUNCIL

Te Kaunihera o Te Whare Wānanga o Waitaha

Minutes

Date	Wednesday 29 April 2020
Time	4.00 pm
Venue	Council Chamber, Level 6 Matariki and via video-link
Present	Ms Sue McCormack (Chancellor), Professor Cheryl de la Rey (Vice-Chancellor) Via video-link: 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	Via video-link: 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 Four members of the public attended via video-link.
CONFLICTS OF INTEREST	There were no conflicts advised for the public section of the meeting.
MINUTES	The minutes of the meeting held on 24 March 2020 were approved and signed as a correct record.
MATTERS ARISING	None
FROM THE CHANCELLOR	Council Work Plan Mr O’Flaherty noted that the work plan would be revised in light of the need to reprioritise items given the current situation. Members were to advise the Chancellor of any matters they wished to see remain on the work plan. Moved <u>That:</u> 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: The Council approve the degrees awarded in absentia for the public record.

Carried

FROM THE VICE- CHANCELLOR

Monthly Report

The Vice-Chancellor presented her report, which focused on the University's response to the COVID-19 pandemic, which had impacted universities globally, noting in particular:

- The period of rapid change in the lead up to the lockdown
- The decision to bring forward the end of term one and the start of term two to enable further intensive preparation for the delivery of teaching online.
- The success of online delivery and the dedication of all staff to enable that success.
- The decision to continue online delivery for all of Semester One regardless of whether the country moved to level two in that time, due largely to the 44% of students who lived outside of Christchurch.
- The planning work being undertaken by the Incident Management Team to ensure the safety of all on campus as we move between levels.
- The formation of the Business Continuity Committee to prepare UC for the post-COVID-19 world.
- An Emergency Relief Fund had been set up and it was anticipated that demand for this would grow.
- Analytics for course engagement was providing good data on engagement with online learning.
- Surveys had been conducted to identify any issues for staff and students.
- Student care had been a focus with staff volunteering to make phone calls to students with specific needs.
- Contributions were being made by staff to the national effort.
- At level three some access to campus was now possible, within the strict conditions of the lockdown. Permission was being sought for about seven students who could not access the internet to be able to move from their regions back to Christchurch to enable them to continue their studies.

In discussion it was noted:

- There was some anxiety around non-invigilated assessment. Staff were accommodating specific needs and Question and Answer sessions were being held on Facebook Live to address issues. Mechanisms were in place to ensure no students were disadvantaged. The revised Assessment Policy was key to this, ensuring equitability for all students.
- The costs for students remaining in halls was being addressed differently by each of the halls and CLV. Discussions were

continuing with TEC and the Ministry of Education to seek assistance for students.

The Vice-Chancellor then discussed the impact of the pandemic on the University:

- The university had continued to operate remotely: planned events had gone ahead utilising the zoom platform, webinars had been run and the Senior Leadership Team continued to operate.
- The biggest impact would be in the reduction in international enrolments.
- The Business Continuity Group was working on mitigations and exploring opportunities.
- The full impact was still to be seen but models were being developed based on the following assumptions:
 - Best case scenario - a return to campus in full at level two, and worst case scenario – a continuation of the status quo for the remainder of the year
 - Borders remained closed for 2020. It was hoped that in 2021 international students would be able to return to campus following a period of quarantine.
- FutureU had been created to explore opportunities such as Business to Business Partnerships and growing our traditional domestic market.
- The Vice-Chancellor would continue to meet weekly with UNZ to develop a sector-wide approach, and had been invited to join an international panel convened by the United States National Academies of Sciences, Engineering and Medicine, to discuss the impact of the virus on universities internationally and what the future might look like.

The capability of IT to support online delivery was questioned and it was noted that the team had worked well providing full help-desk support, establishing a site-wide zoom licence and boosting the software to enable remote connections. A support company was being appointed to assist with advice on dealing with increased support requirements of LEARN.

In closing the Vice-Chancellor commended the full team effort and the important contribution of the UCSA to the planning efforts.

Moved

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

Carried

FROM THE ACADEMIC BOARD

Professor Wright presented the report noting that the Vice-Chancellor had commenced chairing the meetings and a deputy chair was to be appointed who would report to Council.

The March meeting had been held via zoom with an exceptionally high attendance and discussed the COVID-19 response and a group of proposals for course changes that would be sent to CUAP for noting or approval. The most substantive changes were the introduction of a 180 point Masters degree and a new Master of Business which combined two business degrees.

Council discussed the inclusion of conjoint degrees in the programme, noting:

- There was variability between universities
- Students remained in the system longer to complete a conjoint degree
- The benefits of a multidisciplinary degree
- They provided increased pathways to graduate programmes, which would be important in transitioning a greater number of domestic students to higher degrees in the post-COVID-19 environment.
- A review of the Product Design programme would provide valuable evidence of the value of the conjoint programme.
- A broad curriculum discussion would be held at Academic Board which would also consider the future of honours degrees, the structure of degrees and the combination of micro-courses to create degrees over a longer period of time.

It was noted that there were no financial implications to these changes and that professional development would be ongoing.

Moved

That:

- i) *that the Council notes the report of the Academic Board;*
- ii) *that the Council approves the following curricula developments for forwarding to CUAP and TEC for their noting or approval:*

College of Arts -

- a. *The introduction of a 180 point MA (for approval)*
- b. *The renaming of the current MA as 'Master of Arts (Thesis)' (for approval)*
- c. *The amendment of Schedule S of the Bachelor of Arts with Honours (for approval)*
- d. *The amendment of Regulations 3, 5 and 10 of the Postgraduate Certificate in Arts and introduce Applied Translation and Interpreting and Social Work as new subjects for the Postgraduate Certificate (for approval)*
- e. *The amendment of Regulations 3, 5 and 10 of the Postgraduate Diploma in Arts and introduce Applied Translation and Interpreting and Social Work as new subjects for the Postgraduate Diploma (for approval)*
- f. *The discontinuation of Art Theory, Digital Humanities, Translation and Interpreting and Social Work as subjects in the BA (Hons) (for noting)*
- g. *The discontinuation of Pacific Studies as a subject in the BA (Hons) (for noting)*
- h. *The introduction of two conjoint degrees- the Conjoint Bachelor of Arts and Science and the Conjoint Bachelor of Arts and Commerce (for approval)*

College of Business and Law -

- i. *The introduction of a Master of Business degree (for approval)*

College of Education, Health and Human Development -

- j. The introduction of:

 - 1) *Postgraduate Diploma in Teaching and Learning (endorsed in Primary or Secondary Education)*
 - 2) *Master of Teaching and Learning (endorsed in Primary or Secondary Education)*
 - 3) *Postgraduate Diploma in Education and Learning (for approval)**
- k. The introduction of a Graduate Diploma in Teaching and Learning (with endorsements in Primary or Secondary Education) (for approval)*
- l. The introduction of a Graduate Diploma in Māori Language and Pedagogies and a Certificate in Māori Language and Pedagogies (for approval)*
- m. The discontinuation of the Bachelor of Education (Physical Education) (for noting)*

College of Engineering -

- n. The introduction of endorsements to the Master of Civil Engineering in Smart Infrastructure, Structural Engineering, Structural Fire Engineering, Geotechnical Engineering, Digital Design, and Water Engineering (for approval)*
- o. The introduction of a Minor in Structural Engineering and a Minor in Water and Environmental Systems Engineering in the BE(Hons) in Civil Engineering (for approval)*
- p. The introduction of a Minor in Environmental Process Engineering to the BE(Hons) Chemical & Process Engineering degree (for approval)*
- q. The amendment to the name of the existing “Chemical, Natural & Healthcare Product Formulation” major in the Bachelor of Product Design, BProdDesign/BSc and BProdDesign/BCom degrees to “Chemical Formulation Design” (for approval)*

Carried

**PHILANTHROPIC
BOND DEED OF
TERMINATION**

The paper presented the final step in the closing out of the University’s obligations under the Philanthropic Bond.

Moved

That: the Philanthropic Bond Deed of Termination be executed by Council and the University seal applied.

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 24 March 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	From the Vice-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)
7.1	The Vice-Chancellor's report		
7.2	COVID-19 Update		
		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)
8.0	Business Items	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)
8.1	Toogood Recommendations Update		
8.2	Tenzing Report		
8.3	Capital Project Update		
8.4	Financial Report		
8.5	Updated Financial Forecast		
8.6	UC Trust Funds Quarterly Report		
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 6.12pm.

**GENERAL
BUSINESS**

Mr O’Flaherty congratulated the Chancellor on her appointment to the Canterbury Earthquakes Insurance Tribunal.

The meeting ended at 6.13pm.

NEXT MEETING

The next meeting was scheduled for 4.00pm on Wednesday 27 May 2020.

SIGNED AS A CORRECT RECORD: _____

DATE: _____