

COUNCIL

Minutes

Date	Wednesday 26 October 2016
Time	4.00pm
Venue	Council Chamber, Level 6 Matariki
Present	Dr John Wood (Chancellor), Ms Sue McCormack (Pro-Chancellor), Dr Rod Carr (Vice-Chancellor), Mr James Addington, Mr Peter Ballantyne, Ms Catherine Drayton, Mr Malcolm Peterson Scott, Mr Shayne Te Aika, Professor Roger Nokes, Mr Warren Poh.
Apologies	Mr Tony Hall, Mr Bruce Gemmell
In Attendance	Mr Jeff Field, Registrar and University Council Secretary Mr Bruce White, Deputy Registrar Dr Hamish Cochrane, DVC (Academic) Professor Ian Wright, DVC (Research and Innovation) Ms Alex Hanlon, Executive Director, Learning Resources Mr Keith Longden, Chief Financial Officer Dr Andrew Bainbridge-Smith, Head of Academic Services Ms Robyn Nuthall, UC Futures Programme Manager Mrs Raewyn Crowther, University Council Co-ordinator
CONFLICTS OF INTEREST	Mr Hall and Mr Gemmell had taken a leave of absence and were no longer attending UC Council meetings due to a conflict of interest regarding the strategic review of Lincoln University.
MINUTES	The minutes of the meeting held on 28 September 2016 were approved and signed as a correct record.
MATTERS ARISING	Faculty/College Merger Implementation Plan Dr Cochrane, DVC (Academic), reported that work continued to bring about the unification of faculties and colleges and that legal advice had been received that confirmed that there were no statutory requirements that would impact on the unification apart from the NZ Council of Legal Education, which had been dealt with.
FROM THE CHANCELLOR	A set of revised and tabled papers were provided to members: Tabled: <ul style="list-style-type: none"> • Work plan

Revised:

- Audit & Risk and FPRC resolutions

UCSA Building Business Case

Chancellor's Meetings

The schedule of meetings was noted.

Council Work Plan 2016

An updated copy of the Work Plan was tabled and Mr Field said no significant changes that had been made to the document.

Correspondence

Council agreed that the Chancellor write to the family of the student who had recently sustained life-changing injuries, expressing the sympathy and support of Council.

FROM THE VICE- CHANCELLOR

Monthly Report

The report was taken as read, with the Vice-Chancellor noting that the table of enrolment figures would be provided throughout the enrolment period for information. At week four it was pleasing to note that:

- New to UC domestic applications to enrol were up 13% on 2015
- New to UC full fee paying applications to enrol were up 20% on 2015
- Halls of Residence were already oversubscribed
- It was acknowledged that not all applications result in enrolments.

The Vice-Chancellor also noted that:

- The Universities New Zealand (UNZ) submission to the Productivity Commission had been drafted and would be made available to Council members.
- ICT Graduate School documentation had been signed and establishment funding of \$1M received by UC.
- Professor Paul Ballantine had been appointed Head of School of Business and Economics
- Dr Carr had been appointed Chair of the UNZ International Committee.

In discussion it was noted that:

- The lowering of the language standard for international student entry had aligned UC with other universities. Data across all universities had shown that there was no specific correlation between this level of language ability and percentage success rates. Students in this lower band would be tracked and receive twice yearly GPA reviews to monitor their performance.
- Success with research funding was noted.

Moved

That: The Vice Chancellor's Report be received.

Carried

UC Response to the Productivity Commission's Draft Report of Tertiary Education

Professor Ian Wright presented the paper noting that this matter had been discussed by the Academic Board which had recommended that UC make an individual submission to the Productivity Commission.

In discussion it was noted that:

- The draft report of the Productivity Commission posed risks to all universities which were addressed in the submission from the UNZ Vice-Chancellors group
- UC was facing unique circumstances and would have a different perspective to offer which would merit making a separate submission
- Education vouchers and interest on student loans had been mooted in the draft but had already been rejected by all political parties, therefore price controls would remain. The Productivity Commission would therefore be faced with unbundling its reform suggestions in light of this.
- There was some overlap with the Education Amendment Bill before the House: for instance, the use of the term “university” will be covered by the Bill regardless of the Productivity Commission views.
- The Chancellor had led a Chancellors’ Group delegation to the Productivity Commission. Chancellors saw value in the Commission independently raising issues despite them having been ruled out politically. The Chancellors accepted the value of UNZ making recommendations and would be seeking items in the report that could be supported.
- Misuse of the term “university” was already happening.
- The Chancellor had taken exception to the notion in the report that the university system only served *some* New Zealanders well when clearly performance was far better than this.
- A UC submission would need to provide positive input, noting improvement in performance over the past seven years.

Moved

That: UC make an independent institutional submission on the draft report of the Productivity Commission on Tertiary Education.

Carried

The submission would be developed by the VC and SMT based on the Academic Board discussion and informed by the UNZ submission which would be updated and circulated to members. The draft UC submission would be emailed to members for comment on 14 November, for Council input by 16 November. The submission would be lodged by 21 November.

**FROM THE FINANCE,
PLANNING AND
RESOURCES
COMMITTEE**

The Chair of the Finance, Planning and Resources Committee (FPRC), Ms Catherine Drayton, presented the reports from the meeting of FPRC on 17 October 2016.

UC Trust Funds Quarterly Report

Ms Drayton noted that Mr Jonathan Eriksen had attended the FPRC meeting to address the Committee's concerns with investment decisions that had seen UC Trust Funds being invested in activities proscribed in the Statement of Investment Policy and Objectives (SIPO). Mr Eriksen had explained that the usual annual performance review had not taken place and apologised for the non-compliance. In discussion with Mr Eriksen the Committee noted the difficulty of complete compliance given the risk-mitigation measures used by fund managers still exposed UC to non-compliance.

Moved

That: Council:

- i) note the UC Trust Funds Quarterly Report to 30 September 2016*
- ii) note the non-compliance breach and that Eriksens had apologised for not undertaking the annual review process*
- iii) invite Eriksens to a public session of Council to confirm existing investment class exclusions and discuss issues associated with fossil fuel divestment.*

Carried

It was agreed that the fossil fuel divestment petitioners would be invited to the session and that Council, acknowledging the complexity of the issues, could only undertake to do what was in their power to verify.

Financial Report to 30 September 2016

The report was taken as read and there were no questions.

Moved

That: Council note the Monthly Financial Report to 30 September 2016.

Carried

**FROM THE AUDIT AND
RISK COMMITTEE**

The Chair of the Audit and Risk Committee, Mr Peter Ballantyne, introduced the items.

Audit Arrangement Letters

A number of letters had been received from Audit New Zealand and a further letter was still to come, detailing the arrangements for the annual audit and the audit programme. Management was still to negotiate the fees proposal letter.

Moved

That:

- i) *Council approve the Chancellor signing the Audit Engagement Letter: and*
- ii) *Council approve the Chancellor signing the audit proposal and audit arrangement letters, following review of the draft letters by management and on the recommendation of the Chair of the Audit and Risk Committee.*

Carried

Audit of Subsidiaries

University subsidiary companies were no longer required to produce individual financial statements or individual annual reports, thereby eliminating the requirement for a separate audit. However circumstances may result in this needing to be reviewed in any particular year. The revised resolution provided to Council in the tabled papers was proposed.

Moved

That: *Council resolve that where the external audit of UC subsidiaries is not legally required, then the audit need not be undertaken.*

Carried

Health and Safety

The quarterly report provided details of achievements and prizes awarded in 2016, the programme for 2017 and an update on legislation.

Moved

That: *Council note the Health and Safety Report.*

Carried

Co-option of Audit and Risk Committee Member

With Mr Bruce Gemmell taking a period of leave from Council duties, there was a need to provide relevant skills on the committee which could be done within the terms of reference by co-option of a member. Mr Shayne Te Aika had demonstrated such skills and had attended an Institute of Directors Audit and Risk programme. Mr Ballantyne was also exploring the possibility of co-option of an external member to the committee.

Moved

That: *Council co-opt Mr Shayne Te Aika as a member of the Audit and Risk Committee, for a term ending on 30 October 2019.*

Carried

FROM THE ACADEMIC BOARD

Academic Board Report

Dr Hamish Cochrane reported on the meeting of the Academic Board noting that the board had discussed:

- Space allocation
- Engineering core readiness
- Graduating Year Reviews
- Standing orders
- Library regulations
- Changes to the core timetable

In discussion further points were raised:

Graduating Year Reviews

These were part of an annual review cycle which provided quality assurance. There appeared to be a growing interest in enrolment numbers which were difficult to predict when new courses were developed.

Timetable changes

A think-piece had been provided to the board based on the issues that would arise with limited teaching space availability during core teaching hours of 9am – 5pm once Kirkwood and Dovedale teaching rooms were no longer available. 9am – 7pm was proposed as it would better meet family needs than 8am – 6pm. It was noted many staff taught outside these hours when necessary.

Moved

That: Council:

- i) Note the Academic Board Report.*
- ii) Approve the Graduating Year Reports (GYRs) endorsed by the Academic Board for forwarding to CUAP.*
- iii) Note the 5-Yearly review of the Master of Business Administration and the Graduate Diploma in Business programmes, and request the One-Year-On review be presented to Council.*

Carried

**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
7.1	Risk Report	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University. To avoid prejudice to measures protecting the health or safety of members of the public.	7(f)(i) 7(d)
8.1	UC Futures	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
8.2	Implementation Health Precinct Business Case	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
8.3	UCSA Building Business Case	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
8.4	High Country Endowment Lands Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)

8.5	Financial Forecast Report	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
8.6	GOG Papers	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)
8.7	Campus Transport Master Plan and Parking Fees	To enable the protection of such members, officers, employees, and persons from improper pressure or harassment To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(f)(ii) 7(h)
9.1	Draft minutes Audit and Risk 17 October	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	UC Futures Key Risks	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University. To avoid prejudice to measures protecting the health or safety of members of the public.	7(f)(i) 7(d)
9.3	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. To avoid prejudice to measures protecting the health or safety of members of the public.	7(f)(i) 7(d)
9.4	2017 Insurance Renewal	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
10.1	Honorary Degrees	The withholding of information is necessary to protect the privacy of natural persons	2(a)
10.2	Canterbury Museum Trust Board Appointment	The withholding of information is necessary to protect the privacy of natural persons	2(a)
11.1	Strategic Issues	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)

and that DVCs, the Deputy Registrar, UC Directors, the Head of Academic Services and the Council Co-ordinator be permitted to remain at this meeting because of their knowledge of the various matters being discussed. 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

Members returned to public meeting at 7.20pm and confirmed parking fee increases in the public record, noting that the memorandum and the Aurecon report would be released to the public.

GENERAL BUSINESS

There were no items of general business.

The meeting closed at 7.21pm.

NEXT MEETING

The next meeting is scheduled for 3.00pm on Wednesday 30 November 2016.

SIGNED AS A CORRECT RECORD: _____

DATE: _____