

# COUNCIL

## Te Kaunihera o Te Whare Wānanga o Waitaha

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### Minutes

Date	<b>Wednesday 24 February 2021</b>
Time	4.15 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 Kim Fowler, Ms Keiran Horne, Professor Roger Nokes, Mr Warren Poh, Ms Gillian Simpson.
Apologies	Mr Shayne Te Aika.
In Attendance	Ms Adela Kardos, General Counsel/Registrar and Council Secretary Professor Ian Wright, Deputy Vice-Chancellor (Research) 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 25 November 2021 were approved and signed as a correct record.

**MATTERS ARISING** There were no matters arising.

#### **FROM THE CHANCELLOR**

##### **Chancellor's Meetings**

The list of Chancellor's meetings was noted and the Chancellor advised that the UCTF/UCF Amalgamation Steering Group was making slow progress and was due to meet again on 17 March.

The Universities New Zealand Vice-Chancellor and Chancellor Group meetings including the farewell to Harlene Haynes, Otago VC, had been held via Zoom due to the COVID-19 situation. Both Otago and Lincoln Universities were currently recruiting VCs.

Moved

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

Carried

### **Degrees Conferred in Absentia**

Ms McCormack advised Council of the schedule of degrees to be awarded in absentia following approval by Council. The names of the graduates would be entered into the public record, including those awarded by the Executive Committee on 27 January 2021 due to that meeting of Council being cancelled.

Moved

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

Carried

## **FROM THE VICE- CHANCELLOR**

### **Monthly Report**

The Vice-Chancellor commented on a number of matters:

- The move to COVID-19 Level 1 had meant that Orientation Day activities had been able to proceed.
- Enrolments were up on previous years with 11.7% growth in domestic enrolments and total growth of 5.9%. However, enrolments were still in progress and the final numbers would be known in March. Similar growth had been experienced across the sector and TEC would be discussing funding up to 110%.
- Enrolment figures for Māori and Pasifika students were pleasing:
  - Māori (new to UC) up 26%
  - Māori (returning) up 15 %
  - Pasifika (new to UC) up 46%
- The lowest growth was in Engineering but since it had grown faster than other programmes in the post -quake years, this was acceptable as higher growth in other areas will ensure that UC is a comprehensive university.
- The Takere programme (a summer student success academy) was launched with 37 Māori and Pasifika students taking part. The programme was under budgeted, required more intense involvement from staff than anticipated but staff found it gratifying. The programme would provide support for these students through to graduation with scholarships being made available for their second year. TEC would receive feedback as it was looking at extending the programme across the sector.
 

There had been good media coverage of the December Graduation and there had been a team effort to get UC's good news stories into the public.
- The VC would be chairing the UNZ Vice-Chancellor's Group following the Massey VC's tenure.
- The review of equity issues would be reported to Council in May.

- A group of MPs had visited campus yesterday and engaged positively with students during Club Day.
- UK Universities were considering sending students for a semester to Commonwealth Universities. UC is considering a bid for such students who would be fully funded.
- The VC was about to commence her term on the Academic Quality Assurance Board.
- UC was expecting 82 international students of the 1000 permitted by the Government to re-enter New Zealand to continue their studies. They would be unlikely to complete visa requirements or find a place in a managed quarantine facility before April. The budget assumption based on no new international students was likely to hold.

In discussion it was noted that:

- The report reflected there had been innovative thinking.
- UC was a late starter with MOOCs but has learned from others. Numbers of conversions was looking promising and consideration was being given to the possibility of stacking micro-credentials into a qualification. The Business School had shown the most innovation in this space. The VC would report back on the percentage of courses that are offered via distance learning.
- MOOCs are building brand recognition and allowed customised delivery. The possibility of joint branding and providing accreditation of other courses could be considered.
- Recent post-graduate students were being contacted to consider making application to the \$10M COVID Science Fellowship initiative.
- The Health Services Review had been prompted by the growing demand for health and referral services. The report had indicated an issue with internal fragmentation of service. The new Director of Health and Safety would respond to the recommendations.
- Tūpūanuku Hall was fully occupied and higher than expected demand for catered accommodation had led to changes being made in the dining space. Private halls were fully occupied but there were spaces in the CLV halls.

Moved

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

Carried

## **FROM THE AUDIT AND RISK COMMITTEE**

Ms Keiran Horne reported on the meeting of the Risk Advisory Committee (ARC) on 15 February 2021.

### **Council Policy Reviews**

ARC had discussed the paper and recommended Council approve the paper's recommendations. It was agreed that Council would also review all of the Council policies once a year to determine if Council should be the approving authority and if any other policies should be approved by Council in line with practice in other universities.

Moved:

**That: Council:**

- i) *Confirm the review frequency for all Council approved policy documents, as per the table in the paper;*
- ii) *Review and confirm that Council remains the Approval Authority for all governance policies, with the exception of:
 
  - a. *the Parking and Traffic Statute, which would be delegated to the Vice-Chancellor, with permission given to sub-delegate the task;*
  - b. *The Approval Authority for the Risk Management and Compliance Framework to revert back to Council from ARC;**
- iii) *Approve the amendment to the wording of the Court of Convocation Statute (clause 5(a) to (c)) to read: “The Registrar (or a party on behalf of the Registrar)...”;*
- iv) *Retain the power to make statutes for the Court of Convocation, including approving amendments to it;*
- v) *Note:
 
  - a. *that the Appointments and Election Statute review would be delayed until the Propero recommendations were received and considered by Council;*
  - b. *that the Delegation of Authority Policy would be reviewed at the same time as the whole delegations schedule review to ensure co-ordination.**

Carried

**FROM THE  
ACADEMIC BOARD**

Professor Matthew Turnbull joined the meeting to present the report of the Academic Board. In discussion of the report it was noted that:

- The Academic Board was in the process of reviewing the documents and processes around appointments.
- A workshop on aligning university structures with the Strategy had been useful with various viewpoints expressed.
  - There appeared to be some appetite for change.
  - The need to increase cohesion of student focussed activities was evident.
  - Discussion of Colleges focused on silos, the funding model and culture.
- Feedback on progress with the recording of lectures would come to the next meeting, including the criteria for exemptions.
- Council expressed its appreciation of the Board.

Moved

**That: Council note the report of the Academic Board.**

Carried

**PUBLIC EXCLUDED** Moved  
**MEETING**

***That: the public be excluded from the following parts of the proceedings of this meeting, namely:***

	<b>General Subject Matter</b>	<b>Reason for passing this resolution in relation to each matter</b>	
4.0	Minutes of the meeting held on 25 November 2020 and the Special Council meetings of 16 November 2020 and 11 December 2020, held 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	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 6.1 6.2	<b>From the Chancellor</b> Emeritus Professor Nomination  Council Work Plan	To protect the privacy of natural persons.  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(a)  7(f)(i)  7(h)
7.0 7.1	<b>From the Vice-Chancellor</b> The Vice-Chancellor's verbal 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)
8.0 8.1 8.2 8.3	<b>From the Audit &amp; Risk Committee</b> Draft minutes ARC meeting 15 February 2021  Internal Audit Plan 2021  Statement of Service Performance KPIs	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 free and frank expression of opinions by or between or to members or officers or employees of the University.  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(f)(i)  7(f)(i)
9. 9.1 9.2	<b>From the Finance, Planning and Resources Committee</b> Draft minutes FPRC meeting 15 February 2021  UC Trust Funds Quarterly Report to 31 December 2020	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)
10.0 10.1	<b>Other Business</b> IT Transformation Project 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)
11.0	<b>General Business</b>	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 6.00pm and confirmed for the public record:

- The award, on the recommendation of the Vice-Chancellor, of the title of Emeritus Professor to Professor Richard Light.
- The Internal Audit Plan for 2021.
- The Statement of Service Performance KPIs

**GENERAL BUSINESS**

There were no items of general business.

The meeting ended at 6.01pm.

**NEXT MEETING**

The next meeting was scheduled for 4.00pm on Wednesday 31 March 2021.

SIGNED AS A CORRECT RECORD: \_\_\_\_\_

DATE: \_\_\_\_\_