

COUNCIL

Public Meeting Minutes



Te Kaunihera o Te Whare Wānanga o Waitaha

DATE	Wednesday 8 March 2023
TIME	11:00am
VENUE	Council Chamber, Level 6, Matariki
PRESENT	Ms Amy Adams (Chancellor), Professor Cheryl de la Rey (Vice-Chancellor), Mr Peter Ballantyne, Ms Liz Bond, Mr Pierce Crowley, Professor Jack Heinemann, Ms Keiran Horne, Ms Rachel Robilliard, Ms Gillian Simpson, Mr Warren Poh
IN ATTENDANCE	Mr Keith Longden - Exec Dir Planning, Finance & Digital Services Professor Catherine Moran - Deputy Vice-Chancellor (Academic) Professor Ian Wright - Deputy Vice-Chancellor (Research) Ms Adela Kardos – Registrar and General Counsel (Committee Secretary) Ms Joanne Noble-Nesbitt – Risk and Insurance Advisor (minutes) Ms Izzie Oosthuizen - Personal Assistant, Vice-Chancellor’s Office
APOLOGIES	Mr Shayne Te Aika (Pro-Chancellor), Mr Roger Gray
REGISTER OF INTERESTS	The Chancellor requested that the Registrar be advised of any amendments to the Register of Interests.
CONFLICTS OF INTEREST	No new conflicts of interest were declared.
MINUTES OF THE PREVIOUS MEETING	Confirming the Minutes of the meeting held on 8 February 2023 <u>Moved:</u> <i>That the minutes of the meeting held on 8 February 2023 be accepted as a true and correct record.</i>
	Carried
MATTERS ARISING	Action Schedule Ms Kardos confirmed that all actions had been completed.

**FROM THE
CHANCELLOR****Degrees Conferred in Absentia**

The Chancellor advised Council of the schedule of degrees to be awarded in absentia.

Moved:

That Council approves the degrees awarded in absentia for the public record.

Carried

**FROM THE
VICE-CHANCELLOR****Vice-Chancellor's Monthly Report**

The Vice-Chancellor highlighted items from her report noting it was pleasing to see lots of students on campus and that the USCA had successfully ran a full suite of orientation activities. Academic orientation events had been revamped to help students better transition from high school to university study.

The Vice-Chancellor had recently been part of a TEC delegation to Chicago whose focus was on achieving equitable access for students from underserved communities. Enrolments both into the Bachelor of Digital Screen and from international students had exceeded expectations and both UC and Education NZ were focused on continuing to diversifying international markets.

Moved:

That Council notes the Vice-Chancellor's monthly report.

Carried

UC 150th Anniversary Update

Mr Brett Berquist, Assistant Vice-Chancellor Engagement and Ms Shona Cameron, 150th Project Manager, joined the meeting.

UC was hosting a parliamentary reception to mark the 150th celebrations next week which would show case three Te Kakau a Māui scholarship students. An update on events planned to take place during April was given including an Anniversary Themed Graduation parade and the Fundraising Gala Dinner which Members were encouraged to attend and invite guests.

Moved:

That Council notes the updated plans for UC's 150th Anniversary celebrations and key dates for their diaries.

Carried

Mr Brett Berquist and Ms Shona Cameron left the meeting.

ACADEMIC BOARD**Academic Board Report**

As Professor Matthew Turnbull was an apology for the Academic Board meeting, Professor Wright presented the report noting that

several newly elected members and Heads of School had attended the first Academic Board on 10 February 2023. An external review of the library would be undertaken to make sure the library is fit for the future in terms of resourcing and space.

Moved:

That Council:

1. *notes the report of the Academic Board; and*
2. *approves the deletion of the subject Antarctic Studies from the Master of Science which has been recommended by the Academic Board and that this be reported to the Committee on University Academic Programmes (CUAP).*

Carried

POLICIES FOR APPROVAL

Revised Emergency Management Policy

Mr Paul O’Flaherty, Executive Director of People, Culture and Campus Life joined the meeting.

Mr Paul O’Flaherty presented the report which was taken as read.

Moved:

That Council approves:

1. *the revised Emergency Management Policy; and*
2. *the rescinding of the Emergency Statute.*

Carried

Mr Paul O’Flaherty left the meeting.

Revised Conflict of Interest Policy

Ms Adela Kardos presented the Revised Conflict of Interest Policy (‘the Policy’) which was taken as read. The Chancellor asked that the definition of ‘personal interest’ be amended to include reference to the perception of an interest. It was agreed that the Registrar and Chancellor would revise the definition.

Reference to the Academic Freedom Principles and Policy should also be included in the Related Documents section of the Policy until this policy was either rescinded or replaced.

Moved

That Council:

1. *notes and provides feedback on the revised Conflict of Interest Policy; and*
2. *subject to an amendment to the definition of ‘personal interest’, to be confirmed by the Chancellor, that the revised Conflict of Interest Policy be approved.*

Carried

Revised Audit and Risk Committee Terms of Reference

Ms Kieran Horne, Chair of the Audit and Risk Committee, presented revised Terms of Reference for the Audit and Risk Committee. The revisions included a foot note explaining why student and staff members could not be members of the Committee but can attend meetings at the invitation of the Chair, reducing the quorum and amending the review cycle.

Moved

That Council approves the recommended changes to the Audit and Risk Committee terms of reference.

Carried

PUBLIC EXCLUDED MEETING

Moved:

That the public be excluded from the following parts of this meeting, pursuant to section 48 of the Local Government Official Information and Meetings Act 1987:

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 4.1	Minutes Confirm minutes of the meeting held on 8 February 2023 held with the public excluded	These items concern matters that were previously dealt with during proceedings of Council from which the public was excluded.	Refer to previous minutes
5.0	Matters Arising	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	From the Chancellor Pro-Chancellor Election	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)
6.2	Chancellor's Committee Attendance Update	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)
6.3	Honours & Appointments Committee Update	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)
6.4	Academic Freedom Policy Review Committee Update	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)
6.5	Vice-Chancellor Employment Committee Update	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)
6.6	Propero UC Evaluation Report 2021 – Actions Update	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)
6.7	Council Workplan 2023	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 Vice-Chancellor's Monthly 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	Upcoming UC Events, including 150 th Anniversary	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	Academic Board Minutes – 10 February 2022	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	People, Culture and Campus Life Health Safety & Wellbeing Monthly 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)
8.2	UC Covid-19 Response 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)
9 9.1	Audit & Risk Committee ARC Meeting 17 October 2023 – Verbal Update	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	Tax Strategy 2023	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
10 10.1	Legal Matters Arbitration and Related Matters Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
		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 11.1	Academic Audit AQA Academic Audit – Self-Review 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)
12 12.1	Strategy & Planning Digital Screen Campus (DSC) Monthly Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
12.2	DSC Establishment Board Update	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)
12.3	DSC Proposed Dates for Key Decisions	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)
12.4	UC Annual Plan 2023	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
12.5	Strategy Implementation Quarterly Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
13 13.1	Digital Services Cyber Security Quarterly Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)

14 14.1	Finance and IT 31 January 2023 Financial Monthly Report	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
14.2	28 February 2023 Financials – Verbal Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
15 15.1	Delegations of Authority Delegations of Authority – Policy & Delegations Schedule – For Approval	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)
16.0	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)
17.0	Council Only Time	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

GENERAL BUSINESS There were no items of general business.

NEXT MEETING The next Council meeting will be held on Wednesday 12 April 2023 at 11.00am in the Council Chamber.

MEETING CLOSED The public meeting closed at 3:55 pm.

SIGNED AS A CORRECT RECORD: _____

DATE: _____

UNIVERSITY COUNCIL MEETING
Action Schedule from the meeting held on 8 March 2023.

	Topic	By Whom	Action Required by
1.	Update Professor Heinemann and Ms Horne's interests on the Council Interests Register.	Mr Judge	Completed