

COUNCIL

Minutes

Date	Wednesday 1 May 2019
Time	4.15 pm
Venue	Council Chamber, Level 6 Matariki
Present	Ms Sue McCormack (Chancellor), Mr Steve Wakefield, (Pro-Chancellor), Professor Cheryl de la Rey (Vice-Chancellor), Mr Peter Ballantyne, Mr Sam Brosnahan, Ms Catherine Drayton, Professor Roger Nokes, Mr Warren Poh, Mr Malcolm Peterson Scott, Mr Shayne Te Aika, Dr John Wood.
Apologies	None
In Attendance	Mr Jeff Field, University Registrar Mr Bruce White, Deputy Registrar Professor Ian Wright, Deputy Vice-Chancellor Professor Catherine Moran, AVC Academic Ms Alex Hanlon, Executive Director, Learning Resources Mr Keith Longden, Chief Financial Officer Mr Adrian Hayes, Financial Controller Ms Raewyn Crowther, University Council Co-ordinator

CONFLICTS OF INTEREST No conflicts of interest were noted by Council members or the advisors to Council in respect of the public agenda.

MINUTES The minutes of the meeting held on 27 March 2019 were approved and signed as a correct record.

MATTERS ARISING

- The result of the EFMD-EQUIS accreditation for the Business School would not be known until the end of June 2019.
- Work was continuing on the hazardous materials storage issue.

FROM THE CHANCELLOR **Chancellor's Meetings**
The schedule of meetings was noted for information.

Moved

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

Carried

Council Work Plan 2019

An updated copy of the Work Plan was tabled and the changes since the last meeting were noted.

Moved

That: Council note the Council work plan.

Carried

Conflicts of Interest Policy

Council was the approval authority for this policy. The substantive changes made following a thorough review process were summarised:

- Addition to the existing Contractors/Consultants/Providers section, which was expanded upon legal advice to expressly state consultants and providers, and placed a positive duty on any member that engaged them to provide copies of the conflict of interest policy.
- Addition to existing Staff section to include responsibilities of line managers in recording of interests and conflicts and annually reporting these to the relevant SMT member.
- Expansion and separation of disputes procedures for Council members and staff.
- Changes to Appendix E: Identifying and Disclosing a Conflict of Interest to reflect the amendments within the body of the document.

In discussion Council members noted:

- Council members were subject to the same provisions as staff.
- The practices of organisations differed in respect of the level of detail required on an Interest Register.
- Council managed its conflicts of interest appropriately.
- Auditors checked the Interest Registers thoroughly.
- There was little knowledge of possible conflicts of interest below the level of SMT, though the suspicious transactions investigations did identify issues.
- Academic staff had little visibility of the need to declare interests and training for department heads would be valuable.

A number of changes to the wording were agreed:

- Disputes procedures, part (a) to be amended to read “The issue should be raised in the first instance with the Chancellor, Committee Chair or Registrar”.
- A number of typographical errors were noted.

Moved

That: Council approve the Conflict of Interest Policy, Principles and Guidelines.

Carried

Elections for Academic and General Staff Members of Council

The timeline for the possible election was presented and in discussion it was noted:

- The Register of Electors was a database of those staff members eligible to vote (ie permanent as opposed to casual staff).

- Electioneering could be carried out with appropriate probity.
- A result would be known by early July.

Moved

That: Council note the report on elections for the academic and general staff members of Council.

Carried

Degrees conferred in absentia

The Chancellor 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 note the degrees awarded in absentia for the public record.

Carried

FROM THE VICE- CHANCELLOR

Monthly Report

Professor Cheryl de la Rey presented her report providing a summary of her first term at UC:

- Events of term one had been overshadowed by the terrorist attacks on 15 March. A review into UC's response would come to Council in due course.
- Acknowledgement of the work of Professor Roy Kerr was a highlight and was well covered in the media.
- Graduation ceremonies had been successful with 1114 graduates receiving their degrees in three ceremonies in the Town Hall. Positive feedback had been received on the appropriately grand occasion, though there was disappointment that the processions had been unable to go ahead.
- The first term started on a positive upward trajectory and the 15 March events had not impacted enrolment patterns.
- The Vice-Chancellor had appreciated the warm welcome she had received and was now feeling at home on campus.
- Staff were engaging well in the academic strategy planning process and work would be done to ensure the strategy connected with other plans to ensure alignment.
- Discussions were taking place with Communications and Stakeholder Relations to improve UC's external positioning in New Zealand and overseas.

In discussion it was noted that the increased ease of applying via the online system had led to a large increase in international student intentions-to-enrol, yet there had been a lower percentage of conversions into actual enrolments. Work was being carried out to improve these processes.

Moved

That: The Vice Chancellor's Report be received.

Carried

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

Ms Catherine Drayton, Chair of the Finance, Planning and Resources Committee (FPRC) presented the Committee report.

Monthly Financial Report to 31 March 2019

The FPRC had discussed the contribution margin, suggesting that this be based on core programmes rather than Colleges. Mr Longden would be bringing data to the next FPRC meeting for information. The Vice-Chancellor noted that the growth in engineering needed to be balanced by growth in other areas where costs were lower. Space and capital allocation information also needed to be provided to give the full picture.

Moved

That: Council note the Monthly Financial Report to 31 March 2019.

Carried

**FROM THE
ACADEMIC BOARD**

Professor Ian Wright presented the report from the meeting of the Academic Board, noting that the BSc degree had been reviewed and recommendations would lead to wider general discussions to also include ethics.

In discussion of the Academic Board report it was noted that:

- Projected growth in Product Design would take numbers to 600. Capacity issues were being addressed.
- Issues of access to library resources were impacting staff and students:
 - The cost of accessing journals was increasing, both for publication and licences to access articles. This was significant given that publication volumes were a factor in university rankings.
 - Some international universities were not renewing licences preferring to publish their own material.
 - The cost for e- journals was the same as for printed copy.
 - Old editions could not be archived.
 - Titles were bundled for sale.
 - Peer review of articles was done by staff in donated time.
 - The same issue was happening with text books, with e-books sometimes costing \$1,000 - \$2,000 per copy, stretching the ability of the Library to provide sufficient copies for recommended reading titles.
 - NZ and Australian universities had formed a consortium to negotiate with the publishing conglomerates.

A number of curricula developments were considered by the Council for forwarding to CUAP for either approval or for noting.

Moved

That: Council:

- i) Note the report from the Academic Board***
- ii) Approve the following curricula developments and forward the proposals to CUAP and TEC for their noting or approval:***

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 will be of assistance in relation to the matters discussed, and is 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 5.50pm and confirmed the reappointment of Mr Ballantyne and Mr Poh for further four-year terms from 1 August 2019.

**GENERAL
BUSINESS**

Professor Nokes commented that there was no current mechanism for Council members to engage with University staff. The Vice-Chancellor was tasked with giving consideration to creating appropriate opportunities for Council to meet with staff.

The meeting ended at 5.51pm.

NEXT MEETING

The next meeting is scheduled for 4.00pm on Wednesday 29 May 2019.

SIGNED AS A CORRECT RECORD:

DATE:
