

COUNCIL

Public Meeting Minutes



Te Kaunihera o Te Whare Wānanga o Waitaha

DATE	Wednesday 13 September 2023
TIME	11:00am
VENUE	Council Chamber, Level 6, Matariki
PRESENT	Ms Amy Adams (Chancellor), Mr Shayne Te Aika (Pro-Chancellor) (via Zoom), Professor Cheryl de la Rey (Vice-Chancellor), Mr Peter Ballantyne, Mr Pierce Crowley, Mr Roger Gray, Mr Jack Heinemann (via Zoom), Ms Keiran Horne, Ms Rachel Robilliard (via Zoom), Ms Gillian Simpson, Mr Warren Poh, Ms Catherine Woods
IN ATTENDANCE	Associate Professor Alison Griffith – Deputy Chair Academic Board Ms Adela Kardos - General Counsel & Registrar Professor Catherine Moran - Deputy Vice-Chancellor (Academic) Mr Paul O’Flaherty - Executive Director, People & Culture and Campus Life Mr Richmond Tait, Director Finance Mr Grantley Judge - Governance and Compliance Manager Ms Deborah Denes - Governance Advisor
APOLOGIES	Mr Jack Heinemann (1:30pm) and Mr Shayne Te Aika (11:15am) for lateness.
REGISTER OF INTERESTS	The Chancellor requested that the Registrar be advised of any amendments to the Register of Interests.
CONFLICTS OF INTEREST	No conflicts of interest were advised.
MINUTES OF THE PREVIOUS MEETING	Confirming the Minutes of the meeting held on 9 August 2023 <u>Moved:</u> <i>That the minutes of the meeting held on 9 August 2023 be accepted as a true and correct record.</i>

Carried

MATTERS ARISING**Action Schedule**

It was noted that all three action items would be discussed later in the meeting.

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

That Council approves the degrees to be amended and awarded in absentia for the public record.

Carried

HEALTH & SAFETY**Monthly Health & Safety Report**

Mr Paul O’Flaherty presented the Monthly Health & Safety Report.

In discussion the following was noted:

- the incident reporting included everyone on campus;
- a review of the Faculty of Science was in progress; and
- that a drone policy was in place.

Moved:

That Council notes the progress, understanding and management of health and safety risks across the organisation.

Carried

Mr Shayne Te Aika joined the meeting via Zoom.

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

The Vice-Chancellor highlighted items from her written report.

The Events Team and other staff were congratulated on the recent successful graduation ceremonies.

Moved:

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

Carried

Mr Roger Gray left the meeting.

ACADEMIC BOARD**Academic Board Report**

Associate Professor Alison Griffith introduced herself to Council and presented the Academic Board Report, which was taken as read.

In discussion the following was noted:

- there had been a good discussion by the respective Faculties on the draft Academic Freedom Policy and feedback had been provided; and
- the importance of the relationship between Council and the Academic Board.

Moved:

That Council notes:

1. *the Academic Board report; and*
2. *the following new curricula developments, which had been endorsed by the Academic Board, will be reported to the Committee on University Academic Programmes:*
 - i. *Graduating Year Review: Bachelor of Fine Arts with Honours, Postgraduate Diploma in Fine Arts;*
 - ii. *Graduating Year Review: MBA, Postgraduate Diploma in Business Administration;*
 - iii. *Graduating Year Review: Postgraduate Diploma and Postgraduate Certificate in Information Systems and Technology;*
 - iv. *Graduating Year Review: Bachelor of Product Design;*
 - v. *Graduating Year Review: Master of Engineering Studies (Renewable Energy);*
 - vi. *Deletion of the Master of Engineering in Transportation; and*
 - vii. *Deletion of the endorsements in the Master of Civil Engineering in Smart Infrastructure and Digital Civil Engineering.*

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 public excluded minutes of 9 August 2023	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	Health & Safety Monthly Health & Safety Report - Verbal	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 7.2	Business Case Cloud Enablement Programme Ann Ballin Refurbishment Funding	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
8.0 8.1 8.2	Strategy & Planning TEC Investment Plan (2022-2024) Draft Triennial Plan (2024-2026)	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)
9.0 9.1 9.2	Finance Domestic Student Fees and Student Services Levy 2024 Online Student Fees 2024	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)

9.3	Eriksens Recommendations for UCTF	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)
9.4	30 June 2023 Fully Consolidated Financial Statements		
9.5	31 July 2023 Financial Summary Report		
9.6	31 August 2023 Financials Verbal Update		
10.0	From the Audit and Risk Committee	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
10.1	Audit and Risk Committee Meeting 21 August 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)
10.2	Internal Audit – Cyber Security Report		
10.3	Cyber Security Quarterly Update		
10.4	Health & Safety Culture and Operations – External Review		
10.5	ARC Meeting Dates 2024		
10.6	Audit NZ Management Report to Council 31 December 2022		
10.7	UC Trust Funds FY22 Year End Reporting		
10.8	Strategic Risks Annual Full Update		
11.0	Insurance	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
11.1	Insurance Renewal 2024 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)
12.0	Academic	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)
12.1	Teaching Award		
12.2	Research and Innovation Awards		
13.0	From the Vice-Chancellor	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
13.1	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)
13.2	Academic Board Minutes – 7 July 2023		
14.0	From the Chancellor	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
14.1	Council Work Plan 2023 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)
14.2	Honours and Appointments Committee Verbal Update		
14.3	Constitution and Council Representation		
14.4	People and Culture Committee Terms of Reference		
14.5	Vice-Chancellor Employment Committee Verbal Update (Council-Only Time)		
15.0	Council-Only Time	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)
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)

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 11 October 2023 at 11.00am in the Council Chamber.

MEETING CLOSED The public meeting closed at 3:59pm.

SIGNED AS A CORRECT RECORD: _____

DATE: _____