
Minutes

Date	Thursday 26 April 2018
Time	4.10 pm
Venue	Council Chamber, Level 6 Matariki
Present	Dr John Wood (Chancellor), Ms Sue McCormack (Pro-Chancellor), Dr Rod Carr (Vice-Chancellor), Mr Peter Ballantyne, Dr Rosemary Banks, Ms Catherine Drayton, Professor Roger Nokes, Mr Warren Poh, Mr Josh Proctor, Mr Malcolm Peterson Scott, Mr Shayne Te Aika, Mr Steven Wakefield.
Apologies	None
In Attendance	Mr Jeff Field, Registrar and University Council Secretary Professor Ian Wright, Deputy Vice-Chancellor Ms Alex Hanlon, Executive Director, Learning Resources Mr Keith Longden, Chief Financial Officer Dr Andrew Bainbridge-Smith, Academic Registrar Ms Robyn Nuthall, UC Futures Programme Manager Mr Bruce White, Deputy Registrar Mrs Raewyn Crowther, University Council Co-ordinator
CONFLICTS OF INTEREST	There were no conflicts of interest reported.
MINUTES	Subject to a minor change, the minutes of the meeting held on 28 March 2018 were approved and signed as a correct record.
MATTERS ARISING	There were no matters arising.
FROM THE CHANCELLOR	Chancellor's Meetings The schedule of meetings was noted for information. The Chancellor noted that the ANZAC day event was well supported by both the University and wider community. He thanked the UCSA executive for their efforts in staging the event. Council Work Plan 2018 An updated copy of the Work Plan was tabled and Mr Field noted the changes since the plan was last tabled. This was a dynamic document

that provided information on the programme of work for Council in the coming year.

Graduation Splits

Council was advised of the College splits for the December 2018 Graduation ceremonies.

FROM THE VICE- CHANCELLOR

Monthly Report

Professor Wright presented the report which he had drafted while Acting Vice-Chancellor. The report was taken as read and Professor Wright provided an update on a number of matters:

- Total 2018 enrolment had exceeded 13,000 EFTS for the first time in the post-earthquake period.
- The CETF and Ernest Rutherford construction projects were progressing steadily towards completion.

In the ensuing discussion, it was noted that:

- Some of the research contracts executed this year had been awarded in 2017.
- Some building and research systems in Ernest Rutherford were still to be activated but the matter was not a cause for concern.
- The cost of the UCSA building project was likely to exceed the approved budget. The variance was not a cause for concern.

The Vice-Chancellor, Dr Carr, provided a further update:

- The Education Amendment Bill had been passed into law, thereby providing the statutory authority for the University to pool its trust funds.
- CEISMIC (the Canterbury earthquake digital archive) had hosted the Minister of Broadcasting, Communications and Digital Media.
- The Employers' Chamber of Commerce had hosted the Minister of Immigration. The CEO and Mayor had requested support for international education in Christchurch.

Moved

That: The Acting Vice Chancellor's Report be received and the oral updates noted.

Carried

FROM THE FINANCE, PLANNING AND RESOURCES COMMITTEE:

Ms Catherine Drayton, Chair, provided the report on the FPRC Committee meeting on 16 April 2018.

Christchurch NZ Submission

The submission to the Christchurch City Council was prepared at very short notice to support the application by Christchurch NZ for \$1.4 million to promote international education initiatives in the city.

Moved

That: Council endorsed the submission to the Christchurch City Council supporting Christchurch NZ's request for funding of initiatives promoting international education.

Carried

FROM THE ACADEMIC BOARD

Professor Ian Wright presented the report from the meeting of the Academic Board, highlighting:

- The annual report from Academic Administration Committee.
- The proposal for the Bachelor of Communication.
- Revision of the BSc (Hons).
- The follow on report of the PhD review and the follow up actions that would be undertaken.
- Academic Board Review

In discussion, it was noted that:

- The review of the Academic Board should take as long as it takes, in order to provide clear recommendations to Council.
- Academic Board should be in a position to provide clear academic advice in respect of any review of the strategic plan.
- An increasing number of doctoral candidates were suspending their study. Further investigation was needed to understand why students suspended study in the latter stages of their research programmes.
- UC Foundation had provided funding to support the introduction of a publication incentive to encourage students to publish papers prior to the submission of their thesis.

Moved

That: the Academic Board Report be noted.

Carried

Moved

That: Council approve the following curricula developments and forward the proposals to CUAP and TEC:

- i) ***The introduction of a Bachelor of Communication (for CUAP and TEC approval)***
- ii) ***A revision of the Bachelor of Science with Honours (for CUAP and TEC approval)***
- iii) ***The deletion of the Certificate in Learning Support (for noting by CUAP and TEC)***

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
4	Minutes of the meeting held on 28 March 2018 with the public excluded	These items concern matters that were previously dealt with during proceedings of Council from which the public was excluded.	
5	Matters arising from those minutes		
6 6.1	From the Chancellor 2018 Teaching Medal	To protect the privacy of natural persons.	7(a)
7.	From the Vice-Chancellor	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 8.1.1 8.1.2 8.1.3 8.2 8.3 8.4 8.5	From the Finance, Planning and Resources Committee UC Futures - UC Futures Summary - RRSIC Delegation - GOG Quarterly Scorecard International Fees 2019 Student First Update Report Monthly Financial Report to 31 March 2018 Movements in Year End Forecast to March 2018	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the University to carry out, without prejudice or disadvantage, commercial activities. 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. To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h) 7(h) 7(h) 7(h) 7(f)(i) 7(h) 7(h)
9. 9.1	From the Vice-Chancellor Appointment Committee Verbal report	To protect the privacy of natural persons.	7(a)

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

Members returned to public meeting at 6.06pm and resolved:

International Fees

Moved

THAT: Council approve as follows:

1. International Fees

1.1 Undergraduate

Council to approve a five per cent (5%) across the board increase in tuition fees for all Fee Bands, with the exception of Science to increase by 5.5%, and Engineering by 2.4%.

1.2 Postgraduate

Council to approve a five per cent (5%) across the board increase in tuition fees for all Fee Bands, with the exception of Engineering which will increase by 7.7%

2. Special Programmes

2.1 *Council to approve increases in line with the percentage increases recommended in 1.1 and 1.2 above.*

2.2 *Special Programme Fees to be approved by Council on an exceptions basis:*

2.2.1 *A Special Programme Fee of \$23,000 per 1 EFTS replaces all the current Special Programme Fees that are currently in operation for Arts and Social Science (providing a market based reduction of \$6,900 per 1 EFTS to assist recruitment and establish a market base). (reference 7.4.1)*

2.2.2 *A Special Programme Fee of \$32,600 per 1 EFTS replaces the current Special Programme Fees for postgraduate programmes that are currently in operation for Science (providing a market based reduction of \$4,000 per 1 EFTS) (reference 7.4.2).*

2.2.3 *A Special Programme Fee of \$25,000 per 1 EFTS is introduced in 2019 for all postgraduate programmes that are currently in operation in the subject area of business, commerce and finance.*

(a) *PGDipBIS / MBIS / MBM / MPA / MFM / PGCertBus / PGDipBus (169 EFTS 2018 YTD)*

(b) *PG Dip and Master of Applied Data Science (43 EFTS YTD) (reference 7.4.3)*

2.2.4 *The Special Programme Fee for the Graduate Diploma in Teaching and Learning (Primary) increases from \$26,000 to \$26,500 (reference 7.4.4)*

2.2.5 *The Special Programme Fee for the Graduate Diploma in Teaching and Learning (Secondary) an increase from \$25,000 to \$25,500 (reference 7.4.4)*

2.3 *Council to approve an increase in the Study Abroad fee by \$250 to \$12,500 per semester for 2019*

3. Flat Programme Fees

- 3.1 *The flat fee charged at the programme level for postgraduate programmes is extended to one year Honours programmes (120 points).*
- 3.2 *For undergraduate programmes that are short in duration, for example, Graduate Certificates, Graduate Diplomas, Certificates and Diplomas, that flat fees are charged at the programme level.*
- 3.3 *For undergraduate programmes of a longer nature (typically Bachelors Degrees), where annual re-enrolment is required and course selection is varied and can range widely across subject areas, that the existing fee band method of charging fees based on course selection remains in place. it is recommended that charging fees based on fee bands at the course level remain in place (no change)*
- 3.4 *A work stream is commenced immediately that will aim to resolve the flat fee issues for undergraduate programmes of a longer nature (typically Bachelors Degrees) and that that work will shape a recommendation for the 2020 International Fees Proposal.*

4. Packaging of International Fees

The tools remain in place enabling:

- 4.1 *A maximum of 20% of an international fee to be 'packaged' as a scholarship, non-tuition fee or additional fee, thereby varying the published fee by 10% either way, provided that the total annual cost does not exceed \$150,000 per college.*
- 4.2 *The 10% maximum may be relaxed up to a maximum of 15% discount based on direct business and volume at the discretion of the Vice-Chancellor.*

Direct business and volumes allowable for consideration of the 15% maximum in the context of international fees packaging constitute:

- (a) *Full fee students who are recruited directly i.e. where we do not incur an agent's fee. This would cover students transferring to UC via pathway agreements e.g. KYS and MARA diploma pathway students, students recruited directly from Indian and Vietnamese high schools.*
- (b) *Students applying from new and emerging markets to establish market penetration.*

4.3 *The Vice-Chancellor to make decisions on the recommendation of the College PVC using the student and market criteria above, up to \$1.5 million.*

Carried

GENERAL BUSINESS There were no items of general business.

The meeting closed at 6.08 pm.

NEXT MEETING The next meeting is scheduled for 4.00pm on Wednesday 30 May 2018.

SIGNED AS A CORRECT RECORD: _____

DATE: _____