

COUNCIL

Te Kaunihera o Te Whare Wānanga o Waitaha

Minutes

Date	Wednesday 26 February 2020
Time	4.00 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 (via video link), Ms Keiran Horne, Ms Tori McNoe, Professor Roger Nokes, Mr Warren Poh, Ms Gillian Simpson, Mr Shayne Te Aika (from 4.10pm).
Apologies	Mr Shayne Te Aika (lateness)
In Attendance	Mr Jeff Field, University Registrar and Council Secretary Professor Ian Wright, Deputy Vice-Chancellor Mr Keith Longden, Chief Finance Officer Mr Adrian Hayes, Financial Controller Mrs Raewyn Crowther, University Council Coordinator

WELCOME The Chancellor welcomed Ms Rachael Evans to her first meeting having been appointed to Council by the Minister for a four year term ending on 25 February 2024. Ms Evans joined the meeting by video link.

CONFLICTS OF INTEREST There were no conflicts advised for the public section of the meeting.

MINUTES The minutes of the meeting held on 27 November 2019 were approved and signed as a correct record with the addition of a further sentence on the CAPEX item in relation to Garden Hall: “Council agreed that health and safety must be given priority.”

MATTERS ARISING None

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

An updated copy of the Work Plan was tabled and Mr Field highlighted the changes made since the last meeting noting that items had been removed from the plan to enable reprioritisation in light of the implementation of the new strategy. Council requested the items be reinstated on the plan so that they are not lost sight of. Further discussion would take place at the Council Strategy Day on 28 May with a view to formulating the University's priorities for the next decade.

The Council meeting on 27 May would incorporate a tour of the Dovedale campus with the meeting being held at a venue there.

Moved

That: Council note the Council work plan.

Carried

Honorary Awards and Honours Conferred by the University Council Policy Review

The amendments were noted.

Moved

That: Council approve the revised Honorary Awards and Honours Conferred by the University Council Policy.

Carried

Degrees Conferred in Absentia

Ms McCormack 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 approve the degrees awarded in absentia for the public record.

Carried

FROM THE VICE- CHANCELLOR

Monthly Report

Professor De la Rey presented her report noting:

- The report had been presented in a new format to align with the new strategy and reflect a "one university" approach.
- Domestic enrolment numbers were up while international full fee paying student numbers had been impacted by the travel ban from China.
- Domestic Pasifika enrolment was down despite active recruitment in that area. This would remain a priority with undergraduate scholarships being reinstated for 2021.
- UC was working with the other universities and Ministries to address the coronavirus issues, with the sector holding concerns for the longer term impact of students from China opting to attend other universities. UC was preparing plans to meet the conditions that would be placed if the travel ban was relaxed for tertiary students. The situation was changing rapidly and would change further if the World Health Organisation declared a pandemic.

- Staff were being advised that travel on UC business would only be approved if essential. Insurance would not cover any issues relating to the virus but costs would be met by UC in those circumstances.
- The Vice-Chancellor would be sponsoring the Universities NZ Learner Success Group.
- A revised proposal for University energy supply would come to the March Council meeting.
- Messages of sympathy had been sent to the family of a student who had died from meningitis. Students were being reminded to seek vaccination.

Moved

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

Carried

FROM THE ACADEMIC BOARD

Professor Wright presented the report noting that:

- Navitas had been audited by NZQA and received the highest level of assurance.
- The Interim Code for Pastoral Care had been discussed.
- The Academic Board review had been discussed at the meeting following a long review process that began in 2015.
- The Board had resolved that the Vice-Chancellor would be Chair of the Board and that she would appoint a senior academic (not an SMT member) as deputy chair.
- A number of other motions were defeated in areas such as delegates and the size of the Board and it was agreed that further time was needed for the relationship with the VC to develop and the new strategy to be implemented, before this would be considered again.
- It was agreed that the report of the Working Group be provided to Council.

In discussion it was noted that the Board operated effectively through its subcommittees which reported to the full Board but there were two distinct views on the Board as to its purpose – a forum for democratic debate or a peak academic body to provide academic advice to Council. An organisational culture shift was required to see the university as a single institution rather than each separate arm of the organisation needing representation on the Board. This was a matter that would be further discussed at the Council Strategy Day.

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:

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	Minutes of the meeting held on 27 November 2019 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				
6.0 6.1	From the Chancellor Pro-Chancellor Election	To protect the privacy of natural persons.	7(a)		
6.2	Honours and Appointments Committee Report	To protect the privacy of natural persons.	7(a)		
6.3	Emeritus Professor nomination	To protect the privacy of natural persons.	7(a)		
7.0	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)		
7.1	The Vice-Chancellor's report				
7.2	Student death debrief			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	UC Futures – Fulfilment of Crown Funding Agreement			To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
7.4	Education and Training Bill 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)
7.5	Coronavirus 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)
8.0	From the Audit and Risk Committee	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)		
8.1	Minutes 3 February 2020				
8.2	Draft Minutes 17 February 2020			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)
8.3	Annual Report 2019			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)
8.4	Audit Opinion			To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
8.5	Representation letters	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)		

9.	From the Finance, Planning and Resources Committee		
9.1	Draft minutes FPRC meeting 17 February 2020	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	Rehua Budget Increase	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
9.3	PCI DSS Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
9.4	Student First Report	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
9.5	Entry Strategy for Mass Online Education	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
10.0	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

RETURN TO PUBLIC MEETING

Council returned to public meeting at 7.15pm and confirmed for the public record:

- The confirmation of the appointment of Mr Steve Wakefield as Pro-Chancellor for a term ending on 31 January 2021.
- The award of the title Professor Emeritus to Professor Tim David.

FROM THE AUDIT AND RISK COMMITTEE:

Adoption of the Annual Report

The Council confirmed the resolutions passed with the public excluded:

Moved

***That:** subject to finalisation of matters with Audit NZ, Council:*

- Adopt the draft Annual Report 2019*
- Approve the Chancellor and the Vice-Chancellor to sign the representation letter on behalf of Council.*

Carried

**GENERAL
BUSINESS**

There were no items of general business.

The meeting ended at 7.20pm.

NEXT MEETING

The next meeting was scheduled for 4.00pm on Wednesday 25 March 2020.

SIGNED AS A CORRECT RECORD: _____

DATE: _____