

COUNCIL

Minutes

Date	Wednesday 28 March 2018
Time	4.00pm
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, Professor Roger Nokes, Mr Warren Poh, Mr Josh Proctor, Mr Malcolm Peterson Scott, Mr Shayne Te Aika, Mr Steven Wakefield.
Apologies	Ms Catherine Drayton
In Attendance	Mr Jeff Field, Registrar and University Council Secretary Professor Ian Wright, Deputy Vice-Chancellor Professor Catherine Moran, AVC Academic Mr Darryn Russell, Acting Executive Director, Learning Resources Mr Keith Longden, Chief Financial Officer Mr Adrian Hayes, Chief Financial Controller 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	The minutes of the meeting held on 28 February 2018 were approved and signed as a correct record.
MATTERS ARISING	There were no matters arising.
FROM THE CHANCELLOR	<p>Chancellor's Meetings The schedule of meetings was noted for information.</p> <ul style="list-style-type: none"> • Dr Rosemary Banks reported on a meeting of the NZ/US Council she had attended on behalf of the Chancellor. • The Chancellor reported on a meeting he attended of the UNZ Chancellors' Group with Minister for Crown/Māori Relations, Hon Kelvin Davis. The purpose of the meeting was to provide input into the scoping of this new ministry. There would be

value in inviting the Minister to UC to seek input from staff and students.

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.

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.

Executive Committee Minute

The Chancellor advised Council that the Executive Committee had given approval for the naming of the Engineering Annexe the Len Lye Building. Council had previously agreed to this in principle and FPRC had recommended approval be sought from the Len Lye Trust and family. That approval had been received on the day of the opening of the School of Product Design, housed in the Annex, and the Executive Committee acted under urgency to pass the resolution to enable the announcement of the new name at the opening ceremony.

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:

- Significant increases in enrolments had been realised.
- Science and Engineering builds were essentially complete.
- Rehua remained a significant problem and there was no expectation of the building being utilised in 2018.
- The contractor had been advised UC would not occupy the building until a practical completion certificate was achieved.

In questioning, the use of video meetings for PhD candidate interviews and oral examinations was discussed. There were some benefits to this method but the benefits of face-to-face interviews and examinations were also noted.

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

- Enrolment figures did not include the statistic for Canterbury school leavers which was now above the 2010 level for the first time. There had also been record numbers of school leavers from Wellington and Auckland.
- Accommodation would be an issue in 2019 with no new beds coming available. An accommodation procurement process was underway to find a preferred funding partner. Ngāi Tahu had withdrawn from that process.
- The REANNZ contract for high speed network capacity would expire on 3 May. UC was looking at alternative high speed capacity provision.

- The RRSIC Business Case would come to Council in June and the Cannon Hall Strengthening in August.
- The Vice-Chancellor advised of the overseas travel he would be undertaking.
- A Student Forum with the VC had discussed corporate conduct and mental health at UC.
- A fire at Unlimited School on the Dovedale campus had been found not to be suspicious.

Moved

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

Carried

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

In the absence of the Chair, Council member Mr Peter Ballantyne provided the report on the FPRC Committee meeting on 19 March 2018.

CAPEX Report to 31 December 2017

A query had been raised at the FPRC meeting regarding the Student First Programme. Mr Keith Longden, Chief Financial Officer, advised that the figures had included both operating and capital expenditure and had been reconciled with the Student First report. It was noted that the Student First project was \$1.3M underspent in 2017.

Moved

That: Council note the Quarterly Capital Expenditure Report, as clarified, to 31 December 2017.

Carried

Council also extended their congratulations to Mr Longden for being named as a finalist in the CFO of the Year awards.

**FROM THE AUDIT AND
RISK COMMITTEE:**

Mr Ballantyne, Chair, reported on the meeting of the Audit and Risk Committee on 19 March 2018.

Health and Safety Report

Mr Ballantyne noted that the report was still in development and that commentary would follow once trends had been identified. The Health and Safety Charter would be reviewed in May and an external review of Health and Safety would provide further input to the May report.

In discussion figures for attendance at the Health Centre were discussed and it was noted some data was missing. The likelihood of 2018 being a severe 'flu season was noted.

Moved

That: Council note the Health and Safety Report.

Carried

FROM THE ACADEMIC BOARD

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

- The discussion of the Academic Board Review, which had highlighted the different perspectives of members.
- The development of the Bachelor of Applied Science. This degree would be jointly offered with Lincoln University.

In discussion, it was noted that:

- Academic Board was not a committee of Council but was created under the Education Act to provide academic advice to Council.
- Professor John Burrows and Dr Robin Mann had been invited to opine on the draft Academic Board Review report, to assist Council in its deliberations. They had agreed to their advice being provided to Academic Board.
- History showed that advice from Academic Board had not always been timely or coherent.
- Jointly awarded degrees opened a number of complexities and had not been successfully implemented to date.

Moved

That: the Academic Board Report be noted.

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 31 January 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 Council member selection criteria and processes	To protect the privacy of natural persons To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(a) 7(f)(i)
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 8.1.4 8.2 8.3	From the Finance, Planning and Resources Committee UC Futures - UC Futures Summary - Rehua Budget Update - Rehua Timeline - RRSIC and CETF Bond Release Information Naming Rights Policy Student First Update Report	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.	7(h) 7(h) 7(h) 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)
			7(f)(i)

8.4	Dr Mickle Fund Update 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)
8.5	Movements in Year End Forecast to February 2018	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(h)
9.	From the Audit and Risk Committee		
9.1	Minutes 19 March 2018	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	Strategic Risk Register 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)
9.3	Risk Appetite	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	Audit NZ Management 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)
9.5	UC Trust Funds Financial Statements 31 December 2017	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)

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 6.01pm and resolved:

UCTF Financial Statements 31 December 2017

Moved

That:

- i) Council adopt the 2017 UC Trust Funds Financial Statements.*
- ii) The representation letter be approved for signing.*
- iii) Council note the:*
 - *Independent Auditor's Report*
 - *Management representations.*
 - *Management letter from Grant Thornton.*

Carried

GENERAL BUSINESS

There were no items of general business.

The meeting closed at 6.02pm.

NEXT MEETING

The next meeting is scheduled for 4.00pm on Thursday 26 April 2018.

SIGNED AS A CORRECT RECORD: _____

DATE: _____