
Minutes

Date	Wednesday 30 August 2017
Time	4.00pm
Venue	Council Chamber, Level 6 Matariki
Present	Dr John Wood (Chancellor), Dr Rod Carr (Vice-Chancellor), Mr James Addington, Mr Peter Ballantyne, Dr Rosemary Banks, Ms Catherine Drayton, Professor Roger Nokes, Mr Warren Poh, Mr Malcolm Peterson Scott, Mr Shayne Te Aika, Mr Steve Wakefield.
Apologies	Ms Sue McCormack (Pro-Chancellor)
In Attendance	Mr Jeff Field, Registrar and University Council Secretary Professor Ian Wright, DVC (Research and Innovation) Dr Hamish Cochrane, DVC (Academic) Ms Alex Hanlon, Executive Director, Learning Resources Mr Keith Longden, Chief Financial Officer Dr Andrew Bainbridge-Smith, Academic Registrar Mr Adrian Hayes, Financial Controller Mr Bruce White, Deputy Registrar Mrs Raewyn Crowther, University Council Coordinator
CONFLICTS OF INTEREST	Mr James Addington noted a conflict in respect of the item on the election of the student representative.
MINUTES	The minutes of the meeting held on 26 July 2017 were approved and signed as a correct record.
MATTERS ARISING	The Vice-Chancellor noted that there had been correspondence with the Productivity Commission and the Minister for Tertiary Education regarding the tertiary education report of the Commission.
FROM THE CHANCELLOR	Chancellor's Meetings The schedule of meetings was provided for information. Council Work Plan 2017 An updated copy of the Work Plan was tabled and Mr Field noted the changes made. This was a dynamic document that provided information on the upcoming programme of work for Council.

Executive Committee Minute

As had been foreshadowed, the Executive Committee had passed the resolutions in respect of the six-monthly accounts.

Election of Student Representative

The student election had been held and Mr Josh Proctor elected as Student President. The out-going President, Mr Addington, said this had been UCSA's most successful election with the whole student body being able to participate and a 45% voter turnout achieved. Mr Proctor was the current UCSA Financial Officer.

Moved

That: Council congratulate Mr Josh Proctor on his election as UCSA Student President and appoint him to the University Council for the 2018 calendar year as the student representative in terms of section 3.1(e) of the constitution.

Carried

University Medal

Council discussed the paper prepared by Deputy Registrar Bruce White and noted that:

- The proposed award fills a gap in Council awards available
- There was precedent at other universities for such an award
- The award would be for excellence rather than for long service
- The Honours and Appointments Committee would be asked to develop guidelines for awarding the medal which would not constrain its use for future Councils.

Moved

That: Council approve the introduction of a University Medal and request the Registrar prepare guidelines for its use for consideration by the Honours and Appointments Committee.

Carried

FROM THE VICE- CHANCELLOR

Monthly Report

Dr Carr took his report as read and noted a correction on page 43 of the printed agenda – the forecast full year deficit was \$2.5M, not \$25M. He then provided an update on a number of matters:

- The regional Mayoral Forum had been held on campus
- Sir John Key had accepted an invitation to open the Trading Room on 16 October
- A proposal to extend teaching hours in 2018 by two hours and in 2019 by three hours per day would be consulted upon. There was provision within the collective and individual employment contracts for the University to operate within these hours and this was required due to the reduction in rooms available and the proliferation of courses.
- UCSA had reached 20% of its fundraising target, achieving its first \$1M.
- Mr Ngau Boon Keat would be visiting campus on 15 September
- \$5M savings was needed for the 2018 budget, to be workshopped by Council in October.
- A ceremony to dedicate the Cycleway plinth would be held in 2018 on the anniversary of the February 2011 earthquake.

Questioning raised several points:

- The service provided by the Disability Resource Service in comparison with other universities was well regarded and attracted applications from disabled students due to the level of support offered.
- UC had staff skilled in identifying and applying for research funding, particularly in the Research and Innovation team which was skilled at matching research opportunities with business. Capability within Colleges was more heterogeneous but there was a willingness to push proposals and success in achieving funding was a criteria for academic promotion.
- Good progress was being made with mapping graduate attributes to undergraduate degrees.

Moved

That: The Vice Chancellor's Report be received.

Carried

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

The Chair of the Finance, Planning and Resources Committee, (FPRC) Ms Drayton, presented her report from the meeting on 21 August, summarising the discussion at that meeting.

CAPEX Report to 30 June 2017

There were no further comments or questions.

Moved

That: Council note the CAPEX Quarterly report to June 2017.

Carried

Fees and Fines Regulations

It was noted that the Regulations would take effect from 1 October 2017 while the Schedule of Fees would apply for 2018. The low fine for missing library books was noted and would be corrected along with the 2018 Student Services Levy figure.

Moved

That: Council approve the Fees and Fines Regulations as amended.

Carried

**FROM THE AUDIT AND
RISK COMMITTEE**

The Chair of the Audit and Risk Committee, (ARC) Mr Peter Ballantyne, presented his report from the meeting on 21 August.

Health and Safety Report

The report was a work in progress which would ensure that Council's health and safety obligations would be met, that notifications would come to Council and mitigations put in place. Health and safety was also to be the subject of an external review.

Moved

That: Council note the Health and Safety Report.

Carried

Appeals, Discipline and Grievances Report 2016

Mr Ballantyne noted the various components of the report and invited the Registrar Mr Jeff Field, to comment:

- The emphasis was on resolution of issues at the lowest level and this had resulted in no appeals coming to the Council Appeals Committee once again.
- An increase in harassment cases had been noted recently and steps were being taken to address this growing issue:
 - Support through Student Health and counselling services
 - Student Services and Communications Division were active in this area
 - Council itself had been proactive
 - Orientation of new students included behaviour expectations, the student code of conduct and awareness of various policies.

Moved

That: Council note the Appeals, Discipline and Grievances Report 2016.

Carried

FROM THE ACADEMIC BOARD

The Chancellor welcomed Dr Cochrane to his final meeting, noting that an opportunity would follow the meeting to acknowledge his contribution to the work of Council.

Dr Cochrane presented the report from the meeting of the Academic Board noting that good progress was being made to the review of academic regulations.

Moved

That: Council note the Academic Board Report.

Carried

Council discussed the Academic Board proposal to introduce two conjoint degrees:

- A conjoint degree was a single qualification comprising two degree courses completed in a shorter time frame.
- Enrolment in papers from each degree course was required each year.
- A heavier workload of 135 points per year was required and candidates would need to be of strong academic ability to succeed in the course.
- Some institutions awarded two separate degree certificates on completion but it was agreed that to do so would be disingenuous.
- The introduction of these degrees was to meet demand from potential students wishing to link the new Product Design degree with other mainstream degrees.

- There was concern that this would result in an influx of conjoint degrees. A strategy for conjoint degrees would be considered by Council in 2018.

Moved

That: Council approve the introduction of the following qualifications and forward them to CUAP for approval:

- Conjoint Bachelor Degree in Product Design and Commerce*
- Conjoint Bachelor Degree in Product Design and Science*

Carried

Dr Cochrane advised Council of a number of qualifications that were to be discontinued. CUAP needed to be advised of these.

Moved

That: Council approve the removal of the following qualifications from the New Zealand Qualifications Framework and report these to CUAP:

- Master of International Law and Politics*
- Master of Fine Arts in Creative Writing*
- Te Pourua: Diploma in Māori and Indigenous Studies*

Carried

A further set of regulations including the General Regulations of the University were provided to Council for approval.

Moved

That: Council approve the revision of the General Regulations of the University and the revision of the following qualifications:

- Doctor of Musical Arts*
- Doctor of Education*
- Bachelor of Product Design*

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 26 July 2017 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	From the 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. 7.1	From the Vice-Chancellor Risk Report	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University. To avoid prejudice to measures protecting the health or safety of members of the public.	7(f)(i) 7(d)
8. 8.1	From the Finance, Planning and Resources Committee Report from GOG meeting	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
8.2	UC Futures Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
8.2.1	- Rehua Update		
8.2.2	- UC Futures Summary	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)
8.2.3	- EBITDA		
8.2.4	- International Growth		
8.2.5	- UC Futures Benefits		
8.3	Student Accommodation Strategy	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	Student First Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(f)(i)
8.5	Financial Forecast Report	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(a)
9.	From the Audit and Risk Committee		
9.1	Draft minutes of the Audit and Risk Committee meeting of 21 August 2017	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)
9.2	Internal Audit Plan 2017	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
9.3	Half Year SSP Summary	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)
10.	Strategic Discussion	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)
11.	Vice-Chancellor Employment Committee	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 6.05pm. There were no matters to be confirmed for the public record.

GENERAL BUSINESS

There were no items of general business.

The meeting closed at 6.06pm

NEXT MEETING

The next meeting is scheduled for 4.00pm on Wednesday 27 September 2017.

SIGNED AS A CORRECT RECORD: _____

DATE: _____