



## LINCOLN UNIVERSITY COUNCIL

Minutes of a meeting held on Tuesday 29 September at 8.30am in the Council Chambers

### Meeting Minutes

Present: Mr B Gemmell (Chancellor), Emeritus Professor J McWha (Pro-Chancellor), Professor B McKenzie (Acting Vice-Chancellor) Mrs J Fredric, Mr R Hewett, Mr S Blackmore, Mr A Macfarlane, Dr M van den Belt, Ms P Morrison, Dr C Smith

In attendance: Professor G Edwards (Deputy Vice-Chancellor)  
Mr P O'Callaghan (Chief Operating Officer)  
Mr S Reilly (Executive Director, Campus Life)  
Mrs K McEwan (Executive Director, People, Culture and Wellbeing)  
Dr L Petelo (Assistant Vice-Chancellor Learning and Teaching)  
Ms Nelson (Health, Safety and Compliance Manager) Item 7.1  
Ms A Cradock (Director Governance and Legal)

#### 1. Welcome/Karakia/Apologies

Apologies for absence were received from Mrs Thompson, Mrs Parata-Goodall and Dr Payne.

#### 2. Disclosures of interests

The interest register was NOTED.

#### 3. Confirmation of the Previous Meeting Minutes

Council RESOLVED:

*Resolution*

That the minutes of the Council meeting held on 25 August 2020 be taken as read and APPROVED.

*Moved: Emeritus Professor McWha, Seconded: Mr Blackmore, CARRIED*

#### 4. Matters arising from the Minutes

The action register was NOTED.

#### 5. Notice of items of General Business

No items of General Business were put forward for discussion.

#### 6. Chancellor's Report

The report was noted.

The Chancellor has talked with each of the Committee Chairs regarding their respective Committee's terms of reference, agendas and membership. At the November meeting, nominations will be invited for membership of each

Committee. Council members are to formally notify the Council Secretary of any Committee they wish to be a member of prior to the November meeting.

The Chancellor advised he has met with the incoming LUSA President to discuss the LUSA President's campaign platform.

## **7. Vice-Chancellor's Report**

The report was taken as read and NOTED.

The Acting Vice-Chancellor reported that the 3 minute thesis final was an exciting event. A Council member used to be part of the judging panel. Council considered this could be reinstated as it is a good way to get involved in the University.

Penny Curran was one of the five COVID heroes for doing grocery shopping for those people that were unable to during lockdown.

Three new Professors have been appointed; Rainer Hofmann, Mick Abbott and Michael Hamlin.

The fee waivers have led to a 1000% increase in enrolments.

Management requested that Council formally thank those staff involved in establishing the two Online Learning programmes. The Chancellor requested a letter be drafted from Council.

**Action –  
Director  
Governance  
and Legal**

Of the three applications the University submitted to the MBIE Endeavour fund, two made it through to the second stage but none were successful. The University's partner Crown Research Institutes also were not successful. Dr van den Belt advised she was an assessor for the fund and noted that impact is becoming more important. Council questioned why the change in focus had not been picked up by the University.

### **7.1 Monthly Health and Safety Report**

Calving and field work has started on the farms which has led to a few injuries.

A part-time Farms Compliance Officer has been appointed.

Council requested more strategic health and safety reporting that includes a key risks analysis and heat map to show mitigations the University is taking. Targets for lead indicators could also be included to help change culture.

### **7.2 Health and Safety Internal Audit Plan**

Council requested the plan be integrated with the internal audit and legislative compliance work to check these. The plan should be on the Senior Management Group agenda and then be reported through to Council.

## **8. Academic Board Report**

An online proctoring system is being implemented.

Council suggested the report move towards reporting against the strategic plan. There was a discussion how this could work without infringing on or directing Academic Board's purpose.

## **9. Conferral of Degrees, Certificates and Diplomas**

Council RESOLVED:

To APPROVE the awards listed.

**Resolution**

*Moved: Professor McKenzie, Seconded: Emeritus Professor McWha, CARRIED*

#### 10. Lincoln University Students Association Report

The report was taken as read and NOTED.

The new LUSA President will attend the November Council meeting as part of his handover.

The Grad Ball and Garden Party are intended to go ahead.

#### 11. General Business

The Hon James Shaw will be on campus next week to announce the EECA funding.

#### 12. Motion by the Chancellor for Resolution to Exclude the Public Pursuant to s48 of the Local Government Official Information and Meetings Act 1987:

The Chancellor moved that the public be excluded from the following parts of the proceedings of this meeting, namely:

<i>General Subject Matter</i>	<i>Reason for passing this resolution in relation to each matter</i>	<i>Grounds under section 48(1)</i>
Chancellor's In-Committee Report	To avoid prejudice or disadvantage to the commercial activities of the University To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(h) 7(2)(j)
Vice-Chancellor's Report 1. Situation Report: Covid-19 2. Monthly Recruitment Report 3. SSP Mid-year Report 4. Monthly Financials 5. Capital Works Programme Dashboard 6. Strategy Review 7. Stakeholder Engagement Plan 8. YourVoice Staff Engagement Survey Initiatives	To avoid prejudice or disadvantage to the commercial activities of the University To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(h) 7(2)(j)
Ahumairaki Report		
He Toki Tarai Workshop Report 1. Sustainability Plan		
Audit and Risk Committee Report 1. Lincoln Campus Tours for Council Members 2. AuditNZ Update 3. 2021 Budget Overview	To avoid prejudice or disadvantage to the commercial activities of the University To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(h) 7(2)(j)
Capital Asset Committee Report 1. Heating Infrastructure Sensitivity Analysis 2. Sport and Rec Funding	To avoid prejudice or disadvantage to the commercial activities of the University To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(h) 7(2)(j)
General Business	To avoid prejudice or disadvantage to the commercial activities of the University To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(h) 7(2)(j)
Council and Committees Workplan	To avoid prejudice or disadvantage to the commercial activities of the University To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(h) 7(2)(j)

*The Chancellor moved that:* Professor G Edwards (Deputy Vice-Chancellor), Dr L Petelo (Assistant Vice-Chancellor Learning and Teaching), Mr P O'Callaghan (Chief Operating Officer), Mrs K McEwan (Executive Director, People Culture and Wellbeing), Mr S Reilly (Executive Director, Campus Life), Ms K Flower (Director, Student and Stakeholder Engagement), Mr H Gant (Director, Finance), Mr H Cochrane (Director, Student Administration and Student Health, Ms K Hurnen (Project Manager) and Ms A Cradock (Director Governance and Legal) be permitted to remain at the meeting after the public has been excluded, because of their knowledge of the various matters being discussed. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their involvement in the development of reports to Council on these matters.

CARRIED

**12. Report from the Public Excluded Session**

<i>General Subject Matter</i>	<i>Reason for passing this resolution in relation to each matter</i>
Chancellor's In-Committee Report	The report was received. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Vice-Chancellor's Report	The reports were received. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Ahumairaki Report	The report was received. The discussion and any decision shall remain confidential at this time for the reasons noted above.
He Toki Tarai Report	The report was received. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Audit and Risk Committee Report	The report was received. The discussion and any decision shall remain confidential at this time for the reasons noted above, other than the University's summary financial position to 30 September which will be released as and when the Acting Vice-Chancellor determines.
Capital Asset Committee Report	The report was received. The discussion and any decision shall remain confidential at this time for the reasons noted above, other than information about the Campus Development Programme, which will be released as and when the Acting Vice-Chancellor determines.
General Business	The report was received. The discussion and any decision shall remain confidential at this time for the reasons noted above.

**13. Closure and next Meeting**

The meeting closed at 1.00pm. The next meeting is scheduled for 8.30am Tuesday 27 October 2020, Council Chambers, Lincoln University.

Signed: \_\_\_\_\_ (Chair)

Date: \_\_\_\_\_