



LINCOLN UNIVERSITY COUNCIL

Minutes of a meeting held on Tuesday 29 March 2022 at 9am by Zoom

Meeting Minutes

Present: Mr B Gemmell (Chancellor), Emeritus Professor J McWha (Pro-Chancellor), Mrs J Fredric, Mr R Hewett, Mr J Kilgour, Dr C Smith, Mrs G Thompson, Ms J Shone, Mr D Jensen and Mrs Parata-Goodall

In attendance: Professor G Edwards (Vice-Chancellor)
Dr D Payne (Assistant Vice Chancellor for Māori & Pasifika)
Mrs S Roulston (Chief Operating Officer)
Mrs K McEwan (Executive Director People, Culture and Wellbeing) – *Item 7.1*
Dr L Petelo (Acting Deputy Vice-Chancellor)
Mr J Heyl (Senior Lecturer for Faculty of Agribusiness and Commerce) – *Visitor for the open session*
Ms B Baillie (Council Secretary)

Meeting convened at 9:02am.

1. Welcome/Karakia/Apologies

Mrs Parata-Goodall opened the hui, and the Chancellor welcomed all attendees.

An apology for absence was received from Dr M van den Belt.

The Chancellor explained the governance review workshop was cancelled as it would be better to have it face to face.

TEC will attend the next Council meeting on 3 May with a presentation and Q&A session.

Mr Jeff Heyl who holds the position of Senior Lecturer for Faculty of Agribusiness and Commerce was a visitor for the open session.

2. Disclosures of interests

The interests register was NOTED.

3. Confirmation of the Previous Meeting Minutes

There were no changes to the minutes.

Council RESOLVED:

That the minutes of the Council meeting held on 22 February 2022 be taken as read and **APPROVED**.

Resolution

MOTION CARRIED

4. Matters arising from the Minutes

The action register was NOTED.

There was a query in regard to circulating the IOD recording. Mrs J Fredric advised she unfortunately had never received the link for the recording.

Item 439 – The COO and her team are in discussion with the brokers to ensure the cover is consistent with the indemnity clauses.

It was requested that the irrigation for farms be a specified item within the insurance. The COO will have the Finance Director look into this.

Action: COO

5. Notice of items of General Business

There were no items of business raised.

6. Chancellor's Report

The report was NOTED.

7. Vice-Chancellor's Report

The report was NOTED.

The Vice-Chancellor explained there are around 400 confirmed Covid cases thus far. 370 of these are in the student population and the remainder are staff. The current cases are below 50. At the height of isolation, 200 meals were delivered to resident students on a daily basis. As of today, there are no meal deliveries to resident students. There has been a large amount of volunteer work from internal staff and wider community. A dual approach of teaching, online and face to face, will continue for the remainder of semester 1.

An important focus now is to encourage students to return to campus. The goal is to create a vibrancy on campus within the health and safety guidelines that are in place.

The Chancellor requested the Vice-Chancellor draft an acknowledgement of the voluntary work done on behalf of Council.

Action: Vice-Chancellor

The government mandate with regards to the Covid vaccination pass requirement has changed. The University still has a vaccination pass requirement in place, and this will be reviewed at Council at the 3 May meeting. The review date for the mandate has been brought forward from June to May. The student survey will be brought forward and will be completed whilst students are on campus.

The University has experienced offensive behaviour over the last few months, this includes offensive videos, defacing of the rainbow crossing and the circulation of images of offensive behaviour. These incidents are being investigated. It is now the third time the rainbow crossings have been defaced. The students responsible (that can be identified) are no longer on campus. Media have made contact in relation to the video. A holding statement has been put in place. This has not surfaced in the mainstream media as yet. Assistant Vice Chancellor for Māori & Pasifika has been working with the Māori & Pasifika Students Association for the last week to help them through what they have seen.

The University is currently estimating 1,060 EFTS, about -8% behind target (-90 EFTS). The current EFTS appear slightly soft compared to the 2022 target and

2021 actual, the EFTS data shows that returning domestic EFTS are strong, and both returning and new domestic EFTS are considerably higher than 2019/2020 levels. Majority of the new Domestic EFTS shortfall is in shorter duration programmes such as Diplomas and Taught master's degrees, mitigating the effect on the cohort. The expectation is that the International target for New and Returning students combined will exceed the target by 8%. The University is also expecting an unbudgeted uplift in Semester 2 International EFTS. This is associated with a cohort of 73 students that could travel to New Zealand to study at Lincoln University in July 2022, as part of the Government's 5 step border reopening plan.

The Assistant Vice Chancellor for Māori & Pasifika has advanced to the role of Deputy Vice-Chancellor, Māori & Pasifika. The recruitment process for the two key leadership positions – Provost and Deputy Vice-Chancellor, Student Life – continues with applications closing on 31 March 2022. To date, there has been domestic and international interest in both positions. A recruitment process has begun to fill the roles of Governance and Strategy Officer (previously Council Secretary) and a Legal Counsel.

Work has begun on the Strategy Aligned Organisation, with 22 Lincoln University leaders attending a facilitated workshop on 18 March. The workshop aimed to explore and consider different organisational arrangements to better drive the Lincoln University Strategy 2019-2028 aspirations, including key strategies relating to student experience; learner success; impact and reputation; growth; and meaningful partnership. The outcomes of the workshop are being collated for further consideration by the SLT and a subsequent set of initiatives and timeframes for any transitions is being developed. A paper indicating the direction of travel will come to Council in June.

Sustainability plan update: The University has partnered with Hitch to develop a new car-pooling app for the University. The EV stations were funded by the campus development programme. There are bike and scooter charging stations. The COO will look into when the secure bike storage facility will be complete.

Action: COO

The 22 University Leaders were selected by SLT, level 3 Dean Directors and key people involved in the service level. They were selected on the basis that they had a good understanding of the strategy and organisational structure.

The Board of Potatoes NZ (PNZ) and Lincoln University have signed a MOU to launch a Potato Research and Extension Excellence Centre, based at Lincoln. The new Centre will be extension-led and grower-centric and a game changer for the potato industry. This was noted as a significant achievement. There are two new Lincoln University Centres of Excellence (CoE). They are the Lincoln University Centre of Excellence - 'One Biosecurity Research, Analysis and Synthesis (COBRAS)' and 'Transformative Agribusiness'.

Currently the graduation is still planned to go ahead on the 13th of May, this would be based on the government guidelines with regards to the number of attendees. A quorate of Council would be required.

7.1 Annual Health & Safety Compliance Report 2021

The report was taken as read and NOTED.

The Executive Director People, Culture and Wellbeing spoke to this paper.

It is important to note there is now a dedicated Health and Safety advisor who is undertaking scheduled CDP worksite inspections and she is dealing with any near misses or reported events immediately.

The flu vaccines have arrived in the country and vouchers are being provided to

**Action:
Executive**

staff. The Chancellor requested the vouchers to be provided to Council members too.

The Executive Director People, Culture and Wellbeing asked that Council advise what they would like to see in this report. Noting another Health and Safety staff member will join the team. It was requested that the reporting includes the detail on the outcomes too.

Recruitment will commence in the coming weeks for a Wellbeing staff member. The mental health and wellbeing strategy will be presented at the next meeting on 3 May. The metrics of referrals to services and complaints will be included.

A question was raised around if the University is recording where Covid cases were contracted from, in order to share this data with students. The COO explained that if there is data this will be provided in the survey.

The near misses were raised, specifically the child that ran in front of a tractor. The COO explained that a schoolteacher had taken a group of children out onto the campus, part of a usual scheduled arrangement. They were behind the fence, safe and secure but the tractor driver did not expect the children and got a bit of a fright. A discussion has been held with the centre manager to ensure good communication is in place and the areas for the visits are clearly defined.

8. Academic Board Report

The report was NOTED.

The Vice-Chancellor explained a meeting was held on the 9th of March. A key item of agenda was the Proctor's Annual Report and a request from the CUAP about the management of proposals in Te Reo Māori.

The outcome of the CUAP agenda item was a discussion that led to a motion, which indicated that Lincoln University strongly supports the submission of proposals in Te Reo Māori to CUAP, and such proposals should be translated into English by CUAP and provided to all universities for commentary.

9. Lincoln University Students Association Report

The report was taken as read and NOTED.

The LUSA president explained it has been a tough time for students in the last few weeks due to isolation. Events will be held in the next few weeks to bring students back to campus. The LUSA President will be engaging with students to find out how the student experience can be improved.

The University applied a mild to moderate blanket impairment on all assessments for the foreseeable future. This was well received by the students. There was a question if the mild impairment is sufficient or possibly too much and if this is being tracked - if there is any data on this. The Acting Deputy Vice-Chancellor explained each examiner reviews each student and if there has been an affect and ensure they are not inflating marks based on the student's history. It was confirmed as being tracked and reviewed. The AAC and examiners are mindful of this.

There was a discussion as to why students aren't wanting to return back to campus. The LUSA President explained that the wearing of masks and contracting Covid are deterrents.

10. General Business

There were no items of business raised.

11. 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</i>
Vice-Chancellor's Report 1. Monthly Financials 2. Monthly Recruitment Report 3. COVID Pandemic Update – verbal 4. Annual Plan 2022 International Partnerships and Marketing 5. Statement of Service Performance	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)
GOG - 15 March 2022 1. Minutes from the previous meeting & Report 2. SNB Funding Instalment	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 Hui - 17 March 2022 1. Minutes from the previous meeting & 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)
He Toki Tare Discussion - 21 March 1. 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)
CAC Meeting - 22 March 2022 1. Minutes from the previous meeting & Report 2. PSR's 3. 3910:2013 Conditions of Contract	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)
ARC Meeting - 22 March 2022 1. Minutes from the previous meeting & 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)
General	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 Committee 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)

I also move that: Professor Grant Edwards (Vice-Chancellor), Dr L Petelo (Acting Deputy Vice-Chancellor), Susie Roulston (Chief Operating Officer), Jeremy Kilgour (LUSA President), and Bianca Baillie (Council Secretary), be permitted to remain at this 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 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 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 31 January and information about the Campus Development Programme which will be released as and when the Vice-Chancellor determines.
Reports from Committees	The reports were 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 10.06am. The next meeting is scheduled for Tuesday, 3 May 2022 at 9am.

Signed:

 (Chair)

Date:

3 May 2022