

**MINUTES OF A MEETING OF THE  
LINCOLN UNIVERSITY COUNCIL**

**Held on Tuesday 7 December 2010 at 9.00am  
Council Meeting Room, Lincoln University**

**Present:** Mr T C Lambie (Chancellor), Mr R Boot, Ms K Brown, Mr J M Chetwin, Mr M A Clements, Mr D Couch, Mrs E Cruickshank, Professor R J Field, Mr A J Hall, Ms I Harper, Mr A W Macfarlane, Professor S Matear, Mr E P Rogers, Mrs L K Tame, and Mr P J Wardell

**In Attendance:** Dr C M Kirk (Deputy Vice-Chancellor) and Mr A Carpinter (Council Secretary)

**1. *Apologies***

Apologies for absence were received from Mr Gargiulo, Associate Professor Lamb and Ms McMoore.

**2. *Disclosures of Interest***

There were no disclosures of interest.

**3. *Confirmation of the Minutes of the Previous Meeting held on 19 October 2010***

**Council RESOLVED:**

That the minutes of the meeting held on 19 October 2010 be taken as read and be approved.

*Moved: Mrs Tame*

*Seconded: Mr Wardell*

**MOTION CARRIED**

**4. *Matters Arising from the Minutes***

It was noted that the outcome of consultation with staff and students on the draft Vehicle Registration and Traffic Statute would now be reported to Council in February, following legal advice being received on some issues raised.

**5. *Notice of Items of General Business***

There were no items of General Business notified at this time.

## **6. Chancellor's Report**

The Chancellor spoke to the report and highlighted the Government's approval of the merger with Telford Rural Polytechnic, to take effect from 1 January 2011. He recorded Council's appreciation to the University and Polytechnic teams involved in progressing the merger.

The Chancellor also mentioned two of the events he had attended since the previous Council meeting:

- The unveiling of the commemorative plaque for Dr Isamu Kawase had honoured the first Japanese student at the Canterbury Agricultural College and his family's long ties to the University and Christchurch.
- The Ashley Dene Farm Centennial had been well attended and there was considerable interest in the farm's future following the planned irrigation development.

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

The Vice-Chancellor spoke to the report and acknowledged the significance of the approved merger with Telford Rural Polytechnic. He noted that, with the approval having been given on 18 November 2010, the implementation timeframe would be tight.

The following general matters were highlighted:

- The appointment of Associate Professor Stefanie Rixecker as Assistant Vice-Chancellor (External Relations and Development).
- The joint appointment with the University of Canterbury of Dr Bryan Jenkins as the inaugural Professorial Research Fellow at the Waterways Centre for Freshwater Management.
- The success of the Grasslands/Australian Society of Agronomy, New Zealand Agronomy Society and Soil Science Society of New Zealand Conference.
- The strategic overview of the Marketing and Recruitment unit's function and its recent activities.
- The value of the Science Outreach programme in bringing school students onto the campus and generating interest in science degrees.
- The Ashley Dene Farm Centennial had been celebrated on 19 November 2010 with a full day of activities, and a history publication is planned.
- The two public seminars jointly hosted with the Selwyn District Council on the socioeconomic impacts and geology of the Canterbury earthquake. The role of Dr Patrick Aldwell in initiating the seminars was acknowledged.
- The presentation by the Minister of Conservation, Hon Kate Wilkinson, of the Loder Cup conservation award to Dr Colin Burrows at Lincoln University on 22 October 2010.

The Vice-Chancellor expressed the University's sadness at the passing of Professor T W Walker, Professor of Soil Science at the then Lincoln College until his retirement in 1979. Professor Walker had been the recipient of the Bledisloe Medal and the Royal Society's Rutherford Medal.

The University had also offered condolences to the Chief Executive Officer of Pike River Mine following the recent tragedy, and arranged a condolence book and a collection in support of the affected families.

From the list of recent significant visitors to the University, it was noted that representatives of several runanga visited on 21 October 2010 to view the Dairy Farm and discuss opportunities for collaboration.

Feedback received on the University's recent publication, *Our Story*, was discussed. The Vice-Chancellor confirmed that a small number of staff did not like the nature of the publication, but he considered it to be a valuable part of the University's engagement with staff and external stakeholders and its brand promotion.

## **8. *LUSA President's Report***

The Lincoln University Students' Association (LUSA) President spoke to the report and highlighted the following matters:

### *LUSA Activities:*

- Almost 2000 students attended the annual Garden Party, with only one or two minor issues. It was not clear whether an incident in the township involved a Lincoln University student.
- Discussions would be held with the University on a Service Level Agreement.
- The implications for LUSA of the approval of the merger with Telford Rural Polytechnic would also be worked through with the University. LUSA had suggested the need for a wider public discussion around the rationalisation of polytechnics and future mergers between universities and polytechnics.
- LUSA reported having dealt with a large number of complaints than normal in Semester 2 either related to academic issues or pastoral care. It was noted that the class representative system was working well, and many issues were being resolved without needing to be raised through more formal channels.

### *Sector Issues:*

- The legislation introducing voluntary membership of students' associations was now expected to come into effect on 1 January 2012. If so, LUSA would not be able to continue in its current form. It was requested that a report be made to Council in the first half of 2011 on the implications of the change for the relationship between the University and LUSA (*action*).
- LUSA considered that the Student Loan Scheme Bill contained some punitive measures, such as a shift in the basis of the repayment options which could disadvantage some students.

Vice-Chancellor:  
21 June 2011

## **9. *Reports from Council Committees***

### ***Report from the Audit and Risk Management Committee***

The report from the 15 November 2010 meeting was NOTED.

*[Items from the Audit and Risk Management Committee were also reported In-Committee.]*

**10. Policies and Procedures of Human Ethics Committee**

The Assistant Vice-Chancellor (Academic) spoke to the report from the Chair of the University's Human Ethics Committee. The report proposed changes to the Committee's policies and procedures following a review related to the re-accreditation procedures of the Health Research Council. As the Human Ethics Committee is a Committee of Council, the proposed changes required approval by Council.

The proposed changes involved: updating terminology; clarifying the interpretation of 'anonymity' and 'confidentiality'; adopting a policy on research involving third party organisations; clarifying operating procedures during the University closedown; streamlining the requirements to produce a research report after completion of ethnically approved projects; requesting additional information in the application form on advertising to recruit participants; and clarifying the quorum provision.

Council members expressed some concern over a proposal to remove the requirement for a researcher to provide a full report to the Committee after completion or on the anniversary of a project's approval. The Assistant Vice-Chancellor (Academic) undertook to discuss the matter with the Chair of the Committee and report further later in the meeting.

It was also raised whether a centralised, accredited Human Ethics Committee is the most appropriate and cost effective option, rather than the faculties taking this responsibility. The Assistant Vice-Chancellor (Academic) undertook to review the need for accreditation and report to Council in April 2011 (*action*).

AVC (Academic):  
19 Apr 2011

*[See item 13 for Council's resolution on this report.]*

**11. Conferment of Degrees and Presentation of Diplomas**

The Assistant Vice-Chancellor (Academic) spoke to this report.

**Council RESOLVED:**

1. That Council approve the list of students in the report to Council that wish to revoke their qualifications so that they may use their credits towards another qualification.
2. That Council approve the awards listed in the report to Council.  
*(Attached as Schedule One.)*

*Moved: Professor Matear  
Seconded: Mrs Cruickshank  
MOTION CARRIED*

**12. Meeting Schedule 2011**

The report setting out the proposed dates for all Council and Council Committee meetings for 2011 was NOTED.

It was agreed that the December meetings of the Audit and Risk Management Committee and Council be scheduled a week later on 12 and 13 December 2011 respectively.

**Council RESOLVED:**

That the proposed 2011 meeting dates of Council and its Committees, as amended, be approved. (*Attached as Schedule Two.*)

*Moved: Ms Brown*

*Seconded: Mr Macfarlane*

*MOTION CARRIED*

*The meeting was suspended from 10.00am to 10.40am for members to view the InZone Bus and for refreshments.*

**13. *Policies and Procedures of Human Ethics Committee (continued)***

In relation to the proposal to remove the requirement for a researcher to provide a full report to the Committee, the Assistant Vice-Chancellor (Academic) reported that the Chair of the Human Ethics Committee had agreed that a brief report be required to confirm completion of the research and compliance with the terms of the approval.

**Council RESOLVED:**

That Council approve the proposed changes to the Policies and Procedures of the Lincoln University Human Ethics Committee, subject to the amendment of section 7.3.8 to read:

*“The researcher will report to the Committee that the research has been completed and complied with the terms of the approval. Applicants are welcome to provide feedback to the Committee on ethical issues encountered during the course of the research and also a brief summary of the findings. Such feedback assists the Committee in its work.”*

*Moved: Professor Matear*

*Seconded: Mr Clements*

*MOTION CARRIED*

**14. *Procedural Matter***

Prior to reaching the motion in the Council agenda to exclude the public from the meeting for certain items of business, the Chancellor asked members whether any of those items should be considered in the open session. In response to members' queries, it was noted that the proposed new qualification parchment would be made available in-committee for reasons of security, and that, in relation to the University Entrance item, it was normal practice to consider draft submissions in-committee.

**15. 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:

<b>General subject matter</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Grounds under s. 48(1) for the passing of this resolution</b>
Vice-Chancellor's 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)
InZone Bus: Preliminary 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)
Council Membership and Elections	To protect the privacy of natural persons	7(2)(a)
Reports from the Audit and Risk Management Committee (Council In-Committee sections)	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)
Partnership for Excellence Project: The Next Steps	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)
2012 Performance Based Research Fund – Mock Round: End of Year Update	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)
Development of a Higher Level Strategic Document	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)
University Entrance	To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(j)
New Qualification Parchment	To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(j)
Financial 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)
Reports from Subsidiaries	To avoid prejudice or disadvantage to the commercial activities of the University	7(2)(h)
Reports from Council Committees (Council In-Committee sections)	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)

**MOTION CARRIED**

The Chancellor also moved that: Dr C M Kirk (Deputy Vice-Chancellor), Mr J Clark (Finance Director), Associate Professor S S Rixecker (Assistant Vice-Chancellor (External Relations and Development)), Dr T Berno (Planning Manager), and Mr A Carpinter (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.

*MOTION CARRIED*

**16. Report from Public Excluded Session**

<b>General Subject Matter</b>	<b>Reason for passing this resolution in relation to each matter</b>
Vice-Chancellor's Report	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
InZone Bus: Preliminary Overview	The reports were RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Council Membership and Elections	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above, except for the changes to Council membership and the elected Chancellor and Pro-Chancellor for 2011.
Reports from the Audit and Risk Management Committee (Council In-Committee sections)	The reports were RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Partnership for Excellence Project: The Next Steps	The reports were RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
2012 Performance Based Research Fund – Mock Round: End of Year Update	The reports were RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above, except for the financial summary on page 65 of the agenda and corresponding commentary.
Development of a Higher Level Strategic Document	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
University Entrance	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above, except for the submission to the New Zealand Qualifications Authority on the proposed changes to University Entrance.
New Qualification Parchment	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above, except for the new qualification parchment for authorised use from 1 January 2011.
Financial Report	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Reports from Subsidiaries	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Reports from Council Committees (Council In-Committee sections)	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.

**17. Closure and Next Meeting**

The meeting closed at 1.10pm.

The next meeting is scheduled for **Tuesday 22 February 2011 at 9.00am**, Lincoln University.

Signed: \_\_\_\_\_ (Convenor)

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

## **SCHEDULE ONE: CONFERMENT OF DEGREES AND PRESENTATION OF DIPLOMAS**

### **Revoked Qualifications:**

Sarah Merle **Peddie** (1049360): Graduate Diploma in Landscape Studies (awarded 20<sup>th</sup> April 2007) revoked so she may use the credits towards the Bachelor of Landscape Architecture (Graduate Entry).

Daniel Ian **Thorne** (1056928): Postgraduate Certificate in Resource Studies, with Distinction, (awarded 9<sup>th</sup> December 2008) revoked so he may use the credits towards the Postgraduate Diploma in Resource Studies.

Mark Allan **Perkins** (1001160): Postgraduate Diploma in Commerce (awarded 20<sup>th</sup> April 2007) revoked so he may use the credits towards the Master of Property Studies.

Anh **Trung** Pham (1086192): Diploma in Software and Information Technology (awarded 18<sup>th</sup> August 2009) revoked so he may use the credits towards the Bachelor of Software and Information Technology.

Ashar Belinda **Raskin** (1075727): Diploma in Applied Science (awarded 9<sup>th</sup> December 2008) revoked so she may use the credits towards the Bachelor of Science.

### **Conferred Degrees and Presented Diplomas:**

#### **Degree of Doctor of Philosophy**

Mark Andrew **Gillespie**, *in Ecology*

Michael Neil **Prince**, *in Agricultural Management*

Susan Mary **Tulloch**, *in Environmental Management*

Yoshitaka **Uchida**, *in Environmental Biochemistry*

Gareth Richard Samuel **Wilson**, *in Biochemistry*

#### **Master of Commerce (Agricultural)**

Alejandro Federico **Capurro Hyland**, *with First Class Honours*

#### **Master of Commerce and Management**

Allan Edwardo **Castro Rodriguez**, *with Second Class Honours, Division I, in Economics*

Hao **Yu**, *with First Class Honours, in Finance*

#### **Master of Environmental Policy**

Arian Lothaire Paul **Lemal**, *with Second Class Honours, Division I*

#### **Master of International Nature Conservation**

*Jointly awarded with Georg-August-Universität, Göttingen, Germany*

Andrea Patricia **Murillo Rincon**

#### **Master of Natural Resources Management and Ecological Engineering**

*Jointly awarded with the University for Natural Resources and Applied Life Sciences (BOKU), Vienna, Austria*

Gerhard **Gruber**

Marlies Kathrin **Hrad**

Fritz **Kleeman**

Bernhard **Muellebner**

#### **Master of Social Science**

Martina **Bruederle**, *in Human Geography*

#### **Master of Tourism Management**

Thongmala **Phosikham**, *with Second Class Honours, Division II*

#### **Bachelor of Science with Honours**

Longfei **Mao**, *with First Class Honours*

#### **Postgraduate Diploma in Agricultural Science**

Abhay **Sharma**

#### **Postgraduate Diploma in Applied Science**

Patricia Lorraine **Davis**, *with Distinction*

**Postgraduate Diploma in Commerce**

Ying Li Han, *with Distinction*

Huan Chen

Miao Zhang

Nan Zhao

**Postgraduate Diploma in Resource studies**

Rosemarie Louise Clark

**Postgraduate Diploma in Social Science**

Karen Elizabeth Petersen, *with Distinction*

**Postgraduate Certificate in Applied Science**

Carolyn Mary Bleach

**Postgraduate Certificate in Commerce**

Livia Maria Lamounier Silva

**Graduate Diploma in Applied Science**

Caroline Mao, *with Distinction*

**Graduate Diploma in Commerce**

Keke Huang

Rahmath Nass

Srihari Sridharan

**Graduate Diploma in Viticulture and Oenology**

Adrienne Law, *with Distinction*

Nikola Bryan Antunovich

John Matthew Bruening

Laurence Donald

Patrick Meagher

Naoyuki Ota

Jinkyu Shin

Kashiko Shioya

**Bachelor of Commerce**

Amelie Alice Blondeau

Hsuan Chang

Cuihua Li

**Bachelor of Commerce and Management**

Khalid Alsulaiman

Stephen David Gibson

Zhen Zhen Han

Ting Wang

**Bachelor of Commerce (Agriculture)**

Kim Andrew Speedy

**Bachelor of Commerce (Transport and Logistics)**

Devon Max Sansbury

**Bachelor of Commerce (Valuation and Property Management)**

Brett Martin Edward Evans

**Bachelor of Environmental Management and Planning**

Preston Bailey Peryman

**Bachelor of Landscape Architecture**

Xiao Junsong, *with Second Class Honours, Division II*

**Bachelor of Science**

Neil Richard Murray

**Bachelor of Software and Information Technology**

**Wei Wei**

**Diploma in Applied Science**

**Nikola Bryan Antunovich**

**Diploma in Commerce**

**Li Xiaofei**

**Certificate in University Preparation**

**James Ambrose Knewstubb**

**Nicholas Morgan Graham**

**Certificate in Foundation Studies**

**Musa Bernard Tjahjadi**

**Liang Shuo**

**Yang Xiaoxiao**

**Tsang Chui Yi**

**Qiang Fan**

**Shao Jinnan**

**Ruoyu Wang**

**Masahiro Yagyu**

## Schedule Two: 2011 Council Meeting Calendar

Week Commencing	Monday	Tuesday	Wednesday	Thursday	Friday	Sat	Sun
<b>3-Jan</b>							
10							
17							
24							
31							Waitangi Day
<b>7-Feb</b>							
14							
21	21 ARMC	22 COUNCIL					
28							
<b>7-Mar</b>			9 PLANNING				
14							
21	21 ARMC TC						
28		29 AHUMAIRAKI/ERMC					
<b>4-Apr</b>							
11							
18	18 ARMC	19 COUNCIL			22 Good Friday		
25	25 Easter Monday/ ANZAC Day	26 Easter Tuesday					
<b>2-May</b>					6 GRADUATION DAY		
9			11 FEES				
16							
23	23 ARMC TC	24 AHUMAIRAKI/PLANNING					
30							
<b>6-Jun</b>	6 Queen's Birthday						
13							
20	20 ARMC	21 COUNCIL					
27							
<b>4-Jul</b>							
11							
18			20 PLANNING/MEDALS X 3				
25	25 ARMC TC						
<b>1-Aug</b>							
8		9 AHUMAIRAKI/ERMC					
15							
22	22 ARMC	23 COUNCIL					
29							
<b>5-Sep</b>							
12							
19	19 ARMC TC						
26		27 FEES/PLANNING					
<b>3-Oct</b>							
10							
17	17 ARMC	18 COUNCIL					
24	24 Labour Day						
31							
<b>7-Nov</b>			9 PLANNING		11 Show Day		
14	14 ARMC TC						
21		22 AHUMAIRAKI/ERMC					
28							
<b>5-Dec</b>							
12	12 ARMC	13 COUNCIL					
19							25 Christmas Day

MEDALS - includes: Honorary Degrees; Bledisloe Medal & Lincoln Alumni International Medal; and LU Medal  
 NOTE - 9 March meeting of Planning Committee was subsequently scheduled.

**ACTION SCHEDULE resulting from the Council meetings  
AS AT 7 December 2010**

<b>Action</b>	<b>Responsibility</b>	<b>Meeting/ Item</b>	<b>Due</b>
Arrange opportunity for Lincoln University Students' Association to visit Telford Rural Polytechnic.	Vice-Chancellor	22 Jun 2010 Item 6	As soon as possible
Consult staff and students about the draft Vehicle Registration and Traffic Statute and report to Council.	Finance Director	22 Jun 2010 Item 10	22 Feb 2011
Report to Council on the implications of the expected change to voluntary membership of students' associations for the relationship between the University and LUSA.	Vice-Chancellor	7 Dec 2010 Item 8	21 Jun 2011
Review whether a centralised, accredited Human Ethics Committee is the most appropriate and cost effective option, rather than the faculties taking this responsibility.	Assistant Vice-Chancellor (Academic)	7 Dec 2010 Item 10	19 Apr 2011