

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

**Held on Tuesday 19 April 2011 at 9.00am
Telford Meeting Room, Telford Division, Lincoln University**

Present: Mr T C Lambie (Chancellor), Ms K M Andersen, 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 B Gargiulo, Mr A J Hall, Ms I Harper, Mr L J Hill, Mr A W Macfarlane, Professor S Matear, Mr E P Rogers, Mr P J Wardell, and Mr D A Yardley.

In Attendance: Mr J Clark (Finance Director) and Mr A Carpinter (Director, Governance).

1. *Observation of Minute's Silence*

Council members observed a minute's silence for the victims of the Christchurch earthquake of 22 February 2011.

2. *Welcome to Telford Division*

The Chancellor welcomed members to the first Council meeting to be held at the Telford Division, following the merger of the University and Telford Rural Polytechnic on 1 January 2011.

3. *Apologies*

An apology for absence was received from Mrs Tame.

An apology for lateness was received from Mr Yardley.

4. *Disclosures of Interest*

There were no disclosures of interest.

5. Confirmation of the Minutes of the Previous Meeting held on 22 February 2011

Council RESOLVED:

That the minutes of the meeting held on 22 February 2011 be taken as read and be approved.

*Moved: Mr Hall
Seconded: Ms Brown
MOTION CARRIED*

6. Matters Arising from the Minutes

It was noted that work is still to be done on the relationship between Telford Division and the Lincoln University Students' Association (LUSA), taking into account the different nature of the Division where most students are off campus. A student representative will be included on the Division's Teaching Committee. The integration project will be reporting on arrangements for links between LUSA and both on and off campus students.

Mr Yardley joined the meeting at 9.07am.

7. Notice of Items of General Business

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

8. Chancellor's Report

The Chancellor spoke to the report and highlighted the following matters:

- The University's resilience after the Christchurch earthquake in both returning to teaching, learning and research activities so quickly, and supporting the local community. The efforts of the Vice-Chancellor, key staff and student leaders were acknowledged.
- The change to the venue and format of Graduation on Friday, 6 May 2011, with two graduation ceremonies to be held in the new Lincoln Events Centre, North Belt, Lincoln, each preceded by a procession from the campus.
- The success of the 60th Anniversary South Island Agricultural Field Days hosted at Lincoln from 30 March to 1 April 2011.
- The 18th International Farm Management Congress held from 20 to 25 March 2011 in Methven, also the venue for the official launch of the Centre of Excellence in Farm Business Management on 25 March 2011. Mr Macfarlane's involvement in organising the Congress was acknowledged.
- The invitation for Council to provide the three judges for the final of the 'Thre3sis' three-minute thesis presentation competition on 1 June 2011. The judges nominated were Messrs Hall, Hill and Macfarlane. *[Note: Mr Boot replaced Mr Hill as academic staff members were not to be involved in the judging.]*

9. Vice-Chancellor's Report

The Vice-Chancellor spoke to the report and highlighted the following general matters:

- The impact of the 22 February 2011 earthquake. While the University suffered no major additional damage, the impact had been more severe on staff than in September 2010. The University had compressed Semester 1 by two weeks and the key dates for the balance of the year are unchanged. Minister Joyce and the Tertiary Education Commission have been kept informed and the Minister has confirmed Student Achievement Component funding for 2011. The University had provided accommodation for several hundred police and specialists in victim identification, and is providing space for other tertiary institutions and organisations. The members of the Emergency Response Team and particularly the staff in Lincworks, Lincoln Hospitality Limited, Student Administration and Marketing and Recruitment were thanked for their contribution to the response and recovery.
- The early retirement of the Deputy Vice-Chancellor, Dr Chris Kirk, was acknowledged.
- The launch of the Centre of Excellence in Farm Business Management.
- The formal opening of the National Centre for Nitrous Oxide Measurement at Lincoln University on 1 April 2011.
- The implementation of the Marketing and Communications Change Proposal over the next two months.
- An increase in participation of school students attending Science Outreach activities by 48% in 2010 compared to 2009 and by 175% from 2006.
- The Lincoln University team of students reaching the final four in the New Zealand Final of Microsoft's Imagine Cup.
- The retirements of Dr Alistair Nicol, Senior Lecturer in Animal Science, after 42 years of employment at the University, and Don Heffer, a Technical Officer in the Faculty of Agriculture and Life Sciences for 30 years.

The Vice-Chancellor acknowledged the recent deaths of:

- Dr William (Bill) Kain, a highly respected Lincoln University alumnus, former staff member, and the foundation Chief Executive of AgResearch Limited, the country's largest Crown Research Institute.
- Brian Taylor, the Managing Director of King's Education in the CTV building, lost in the Christchurch earthquake. Brian was the husband of Prue Taylor, Principal of Christchurch Girls' High School and member of the Lincoln University Council from 2000 to 2009.

Two significant sector issues were noted:

- The introduction of the Education Amendment Bill (No 4) containing policy changes:
 - Empowering the Government to issue directives on Student Services Levies, if necessary to the extent of specifying the type of services to be provided and the maximum charge.

- Removing the New Zealand Qualification Authority's ability to delegate the approval of qualifications to other organisations.
- Establishing Education New Zealand as a new Crown agency to co-ordinate international education efforts. Issues arising from the transition from the existing Education New Zealand Trust are still to be resolved.
- The appointment of Ms Belinda Clark, Secretary for Justice, as the new Chief Executive Officer of the Tertiary Education Commission.

It was noted that Universities New Zealand would prepare a submission to the Select Committee on the Bill prior to the closing date of 13 May 2011.

10. *LUSA President's Report*

The Lincoln University Students' Association (LUSA) President's Report was TABLED. The President highlighted the following matters:

LUSA Activities:

- LUSA had supported students and the wider community during the earthquake recovery, and the efforts of the student volunteer army had generated considerable positive feedback. The University of Auckland students had raised \$30k for Christchurch as a result of a LUSA suggestion.
- It had been necessary to hold day events rather than the normal night events during Orientation, which raised financial viability concerns.
- While acknowledging the University's role in supporting the wider community during the earthquake recovery, LUSA had some concerns about the resulting pressures on campus space and services.
- LUSA supported the decision to proceed with Graduation at a local venue.
- The upgraded LUSA clubrooms are now being well used.

Sector Issues:

- The legislation providing for voluntary membership of students' associations has still to be passed by Parliament.
- While supporting constraints on fees increases, LUSA had some concerns about the Education Amendment Bill (No 4) concentrating all the power with the Minister in relation to the setting of Student Services Levies.

11. *Reports from Council Committees*

11.1 *Ahumairaki – 29 March 2011*

The report from the 29 March 2011 meeting of Ahumairaki was NOTED.

The Convenor noted the positive enrolment data showing Māori student numbers are holding, with a slight increase in Māori student enrolments in 2011, up from 109 to 112 students. Data on the iwi affiliation of Māori Student Enrolments 2009-2011 was also reported. Ahumairaki had also reviewed progress with a draft strategy on Māori Scholarships and the trialling of a Māori Student Risk Assessment Framework.

It was noted that Ahumairaki would consider the appropriate form of Māori representation for Telford Division on Ahumairaki.

Council members were encouraged to attend the Celebration for Māori Graduands on the Thursday of Graduation week.

11.2 Appeals Committee Report on Draft Terms of Reference

The report from the Appeals Committee convened on 28 September 2010 recommending draft Terms of Reference for establishing a standing Council Appeals Committee was NOTED. The report explained that the proposed Terms of Reference would largely formalise the current ad hoc process being followed by Council. LUSA had been provided with the opportunity to review the draft Terms of Reference.

Concerns were raised about aspects of the draft Terms of Reference and the Council appeals process being considered separately from a wider review of disciplinary procedures. Council therefore deferred consideration of the draft Terms of Reference in order for a legal opinion to be provided (*action*).

Director, Governance
21 June 2011

12. 2010 Report from Academic Board

The report from the Assistant Vice-Chancellor (Academic) was NOTED. The report provided details of programme and course proposals and changes to regulations approved by the Board during 2010. A change to Regulation G (11) Unsatisfactory Progress was highlighted, with the numbers of students declined further registration at the University to be reported to Council rather than the names of the students.

13. Conferment of Degrees and Presentation of Diplomas

The Assistant Vice-Chancellor (Academic) spoke to this report. It was noted that the list of awards to be conferred included the first Telford Division qualification since the merger.

Council RESOLVED:

That Council approve the awards listed in the report to Council.
(Attached as Schedule One.)

*Moved: Professor Matear
Seconded: Ms Brown
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. No items were raised.

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:

General subject matter	Reason for passing this resolution in relation to each matter	Grounds under s. 48(1) for the passing of this resolution
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)
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)
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)
Annual Report from the Human Ethics Committee	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 Council Committees	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)
Protocol on Access to Audit and Risk Management Committee's Papers	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 Mr J Clark, Finance Director, Mr N Hooton, Finance Manager, and Mr A Carpinter, Director, Governance, 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*

General Subject Matter	Reason for passing this resolution in relation to each matter
Terms of Reference of the Planning and Marketing Committee and the Telford Advisory Committee (from meeting of 22 February 2011)	The report was RECEIVED. The approved Terms of Reference are released.
Membership of Council Committees (from meeting of 22 February 2011)	The report was RECEIVED. The approved membership list is released, excluding the Human Ethics Committee.
Vice-Chancellor's Report	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
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.
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 reports were RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Annual Report from the Human Ethics Committee	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Reports from Council Committees	The reports were RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Protocol on Access to Audit and Risk Management Committee's Papers	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 **12.33pm**.

The next meetings are scheduled for:

- **Graduation: Friday 6 May 2011 at 10.00am and 2.00pm**, Lincoln Events Centre
- **Tuesday 21 June 2011 at 9.00am**, Lincoln University.

Signed: _____ (Convenor)

Date: _____

SCHEDULE ONE: CONFERMENT OF DEGREES AND PRESENTATION OF DIPLOMAS

Conferred Degrees and Presented Diplomas:

Telford Diploma in Arboriculture

Darryl Andrew **Judd**

Certificate of Foundation Studies

Lingnan **Han**

Yehezkiek **Harjanto**

Lan Tianying

Li He

Jingsi **Qiu**

Zhao Tianyi

Zi Jiangyu

**ACTION SCHEDULE resulting from the Council meetings
AS AT 19 April 2011**

<i>Action</i>	<i>Responsibility</i>	<i>Meeting/ Item</i>	<i>Due</i>
Arrange opportunity for Lincoln University Students' Association to visit Telford Rural Polytechnic.	Vice-Chancellor	22 Jun 2010 Item 6	Ongoing work re relationship
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
Obtain a legal opinion on the draft Terms of Reference for a Council Appeals Committee.	Director, Governance	19 Apr 2011 Item 11.2	21 Jun 2011