

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

**Held on Tuesday 24 May 2016 at 11.30am  
Council Room, George Forbes Building, Lincoln University**

**Present:** Mr A J Hall (Chancellor), Dr P Cook, Mr B D Gemmell, Sir G T Harrison, Professor B R Jordan, Ms A E Kingsbury, Mr A W Macfarlane, Professor R J Pollard, Mrs L K Tame, and Dr L J Wood.

**In Attendance:** Mr J Morley (Independent Advisor), Dr L Petelo (Acting Chair, Academic Board), Mr J Buwalda (Strategic Adviser), Mr H Gant (Finance Director), Mr G Wilson (Client Representative), Ms A Webb (Vice-President, LUSA), and Mr A Carpinter (Director, Governance).

**1. *Apologies***

An apology for absence was received from Ms Parata-Goodall.

**2. *Disclosures of Interest***

There were no disclosures of interest.

**3. *Confirmation of Minutes of Previous Meeting held on 19 April 2016***

Council RESOLVED:

That the minutes of the meeting held on 19 April 2016 be taken as read and be approved.

*Moved: Mrs Tame  
Seconded: Mr Hall  
MOTION CARRIED*

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

There were no matters arising from the minutes.

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

There were no items of general business notified.

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

The report from the Chancellor was NOTED.

The Chancellor reported that the Universities New Zealand Chancellors' Group had taken a positive view to the Productivity Commission's inquiry into new models of tertiary education when meeting with members of the Commission on 28 April.

The Chancellor, Pro-Chancellor and Vice-Chancellor had met with the Tertiary Education Union on 16 May. The Chancellor noted that a good working relationship is in place.

A postgraduate student 'tea party' held on 17 May had been very successful with approximately 90 students attending.

The Chancellor acknowledged the resignation of Ms Aimee Kingsbury from the Presidency of the Lincoln University Students' Association (LUSA) and the University Council to take up a job in New York. The resignation was made with effect from the close of 24 May. The Vice-President, Ms Ali Webb, will become the interim-President until a new President has been elected.

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

### 7.1 **Overview**

The Vice-Chancellor provided a verbal update on his recent activities, including the following discussions regarding international relationships:

- A delegation from Universitas Papua (UNIPA), West Papua had visited and signed a collaboration agreement.
- The Vice-Chancellor had met with US Embassy and UK Foreign Office representatives to discuss opportunities for institutional links.
- A Memorandum of Understanding covering collaborative opportunities had been signed with the Indonesian Agency for Agricultural Research and Development (IAARD), Ministry of Agriculture of Indonesia.

The Vice-Chancellor noted that Mr Selwyn and Mrs Mary Manning had signed a Memorandum of Understanding with the Lincoln University Foundation to mark the creation of the Manning Seed Awards. Their generosity would enable the awards to further education in seed science and seed technology for the benefit of New Zealand.

A senior management retreat had been held at Ngāti Moki Marae at Taumutu, with a particular focus on the Whenua Strategy.

### 7.2 **Conferment of Degrees and Presentation of Diplomas**

The report was NOTED, and the Acting Chair of the Academic Board spoke to the report.

#### **Council RESOLVED:**

That Council approve the awards listed in the report to Council.

*Moved: Mrs Tame*

*Seconded: Professor Pollard*

**MOTION CARRIED**

**8. *Report from Academic Board: Deletion of Qualifications***

The report from the Acting Chair of the Academic Board was NOTED. It sought Council approval for the deletion of discontinued qualifications from the New Zealand Qualifications Framework (NZQF) in accordance with the rules of the Committee on University Academic Programmes (CUAP).

It was noted that there were no current enrolments or outstanding completions. The listed of deleted qualifications would be submitted to CUAP for noting.

**Council RESOLVED:**

That Council approve the deletion of qualifications attached to the report with immediate effect.

*Moved: Mr Hall*

*Seconded: Mr Macfarlane*

*MOTION CARRIED*

**9. *LUSA President's Report***

The report from the LUSA President was NOTED.

The President provided an update on the following matters:

- Live Well Week, including the roll of organic bins across the campus.
- A sports exchange with the University of Canterbury where Lincoln University won four out of five games.
- The student experience survey had been completed and would be reported to Council.
- The Caclin magazine is being rebranded as the Ram.
- Winter events such as Winterfest are being planned.

**10. *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
Report from Finance, Planning and Resources 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)
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 To protect the privacy of natural persons	7(2)(h) 7(2)(j) 7(2)(a)
Vice-Chancellor's Report:		
➤ 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)
➤ Research and Innovation 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)
➤ Lincoln Hub Stage 1 Project Business Case – Update and Key Issues	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)
➤ Contract Values: Lincoln Hub Design Consultants	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)
➤ Earthquake Claim Roles and Responsibilities	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)
➤ Proposed Earthquake Reinstatement Works Programme	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 for the Period Ended 30 April 2016	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)
➤ 2016 and 2017 Forecast Financials	To avoid prejudice or disadvantage to the commercial activities of the University To prevent the disclosure or use of	7(2)(h) 7(2)(j)

General subject matter	Reason for passing this resolution in relation to each matter	Grounds under s.48(1) for the passing of this resolution
➤ Finance Work Plan	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)
➤ UniSaver New Zealand Trustee Structure	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)
➤ 2016 Lincoln University Reviews	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)
➤ 2016 Milestones	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)
Lincoln Hub: Proposal for Transition	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: Professor S S Rixecker (Deputy Vice-Chancellor, Scholarship and Research), Dr C Severne (Deputy Vice-Chancellor, Māori and Communities), Dr J Buwalda (Strategic Adviser), Ms P Jones (Project Officer), Mr H Gant (Finance Director), Mr J Morley (Independent Advisor), Dr L Petelo (Chair, Academic Board), Mr G Wilson (Client Representative) 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*

**11. Report from Public Excluded Session**

General Subject Matter	Reason for passing this resolution in relation to each matter
Report from Finance, Planning and Resources Committee	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above, except for the Terms of Reference of the Finance, Planning and Resources Committee.
Chancellor's Report	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above, except for the appointment of Professor Pollard and Dr Hay to the Board of Agri One Limited.

<b>General Subject Matter</b>	<b>Reason for passing this resolution in relation to each matter</b>
Vice-Chancellor's Report:	
➤ Overview	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Research and Innovation Update	The verbal update was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Lincoln Hub Stage 1 Project Business Case – Update and Key Issues	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Contract Values: Lincoln Hub Design Consultants	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Earthquake Claim Roles and Responsibilities	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Proposed Earthquake Reinstatement Works Programme	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Financial Report for the Period Ended 30 April 2016	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above, except for the release of the University's summary financial position to 30 April 2016.
➤ 2016 and 2017 Forecast Financials	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Finance Work Plan	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ UniSaver New Zealand Trustee Structure	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ 2016 Lincoln University Reviews	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ 2016 Milestones	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Lincoln Hub: Proposal for Transition	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.

## **12. Closure and Next Meeting**

The meeting closed at **1.10pm**.

The next meeting is scheduled for **8.30am** on **Tuesday, 21 June 2016**, Lincoln University.

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

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

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

### **Conferment of Degrees, Diplomas and Certificates**

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

Nicola Emma **Ablitt**, *with Distinction*

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

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

Stefan **Unterrader**

#### **Postgraduate Diploma in Parks, Recreation and Tourism Management**

Glen Randy **Young**, *with Distinction*

#### **Graduate Certificate in Academic English**

Wei **Zhou**

#### **Bachelor of Commerce**

Ruofan **Pan**

#### **Bachelor of Commerce (Agriculture)**

Hadlee Powell **Cade**

#### **Bachelor of Software and Information Technology**

Rajnesh Vikash **Nadan**

#### **Diploma in Commerce**

Shaddai Kavod **Chayil**

#### **Telford Certificate in Equine Knowledge (L5)**

Rebecca Serena **Britton**

**ACTION SCHEDULE resulting from the Council meetings  
AS AT 24 May 2016**

<b>Action</b>	<b>Responsibility</b>	<b>Meeting/Item</b>	<b>Due</b>
Provide information on the numbers of Māori students, their course participation and iwi affiliations	Deputy Vice-Chancellor, Māori and Communities	26 Jan 2016 Item 7	June 2016
Draft brief Terms of Reference for Council itself, including the intended relationship between Council and the Academic Board and any other points of difference from the standard model	Dr Mann/Director, Governance	26 Jan 2016 Item 7	July 2016
Give further consideration to good Health and Safety diligence expectations, including site visits, in conjunction with the next Health and Safety Quarterly Update	Health and Safety Manager	19 Apr 2016 Item 7	July 2016