

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

**Held on Tuesday 21 June 2016 at 8.30am
Council Room, George Forbes Building, Lincoln University**

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

In Attendance: Professor SS Rixecker (Deputy Vice-Chancellor, Scholarship and Research), Mr J Morley (Independent Advisor), Dr L Petelo (Chair, Academic Board), and Mr A Carpinter (Director, Governance).

1. *In Memoriam – Mr Neil Gow*

The Chancellor and Mr Macfarlane spoke of the sadness of the Lincoln University community on the death of alumnus, retired staff member, friend and colleague Mr Neil Gow on 17 June 2016. Mr Gow completed a Bachelor of Agricultural Science degrees at Lincoln College from 1958-1961, serving on the Executive of the Students' Association and playing in the First XV. He joined the Farm Management staff in 1964 and retired in 2007 as a Senior Lecturer – at the time the University's longest serving staff member. Neil was awarded a Lincoln University Medal for meritorious voluntary service in 2008. In retirement, Mr Gow served as President and Executive Member of the Alumni Association and was elected a Fellow (Life Member) earlier this year.

Mr Macfarlane emphasised the close and enduring connection that Mr Gow held with the University and the immense contribution he had made. He noted that Mr Gow was held in high regard both nationally and internationally, as evidenced by the condolences received.

Council members observed a moment's silence in memory of Mr Gow.

2. *Welcome/Acknowledgement*

The Chancellor welcomed new LUSA President Danyon Thomas to the meeting and noted that his appointment to Council would be considered under item 8.

The Chancellor acknowledged Professor Rixecker's outstanding contribution to Lincoln University and wished her well in her new position at Environment Canterbury.

3. Apologies

Apologies for absence were received from Professor Jordan and Ms Parata-Goodall.

4. Disclosures of Interest

There were no disclosures of interest.

5. Confirmation of Minutes of Previous Meeting held on 24 May 2016

Council RESOLVED:

That the minutes of the meeting held on 24 May 2016 be taken as read and be approved, subject to changing the seconder of the April minutes from Sir Graeme Harrison to Mr Hall.

*Moved: Mrs Tame
Seconded: Dr Cook
MOTION CARRIED*

6. Matters Arising from the Minutes

There were no matters arising from the minutes.

7. Notice of Items of General Business

There were no items of general business notified.

8. Chancellor's Report

The report from the Chancellor was NOTED.

Of his major commitments since the previous meeting, the Chancellor highlighted the meetings held with Minister Joyce and the TEC on 1 June to update them on the University's progress.

As Mr Danyon Thomas had been elected as LUSA President for the remainder of 2016, it was proposed that he be appointed to Council. Under the Council constitution, one member is to be appointed following an election by the students of Lincoln University and the open election process that had been followed satisfied this requirement.

Council RESOLVED:

That Council appoint Mr Danyon Thomas as the student member on Council for a term from 21 June 2016 to 31 December 2016.

*Moved: Mrs Tame
Seconded: Sir G Harrison
MOTION CARRIED*

Notification had been received from Te Taumutu Rūnanga of the appointment of Ms Liz Brown as the Rūnanga's representative on Council's Ahumairaki committee, replacing Mrs Denise Sheat who served on Ahumairaki from its inception. A letter of thanks is to be sent to Mrs Sheat on behalf of Council **(action)**.

Chancellor:
Immediate

9. *Vice-Chancellor's Report*

The report from the Vice-Chancellor was NOTED. The report provided an update on: operational activities; staff, student and alumni achievements; research; and visitors to the University.

It was noted that the potential implications of the recently announced TEC Competitive Pilot for Portion of SAC Levels 3 and 4 Funding for the Lincoln-Telford Division were being assessed. The timeline for the pilot is for applications in early August and indicative funding decisions to be made in late September or early October.

The Vice-Chancellor commented on the large number of review reports impacting on the University and their less than ideal sequencing.

An operational plan is being developed with indicators for six monthly systematic reporting to Council. The Vice-Chancellor urged that this approach be adopted, except where unusual circumstances arise. Some changes in work practices would be required to deliver the measurable data to be reported.

The increases announced in the Budget in funding rates for degree level and above provision for science (5%) and for agriculture and horticulture (16%) were noted.

The Vice-Chancellor indicated that he would be seeing a draft of the EY Strategic Options Assessment within the next week. However, it was expected that further work would be required to complete the report, prior to consideration by Council.

A verbal update was provided on the University's involvement in the National Science Challenges. There has been a considerable effort to engage in the Challenges, given that they represent a substantial shift in the research funding environment.

10. *LUSA President's Report*

The report from the LUSA President was NOTED.

The President provided an update on the following matters:

- The LUSA Board would be re-inducted prior to Semester 2, as a consequence of membership changes in Semester 1.
- The Clubs and Market Day to be held on 6 July would showcase the diverse range of clubs active on campus.
- A focus for Semester 2 would be on increasing events for postgraduate and international students.
- The mentoring programme for new to Lincoln students is being continued for Semester 2.

11. *Report of Ahumairaki Meeting of 13 June 2016*

The report from the Convenor was NOTED. Attached to the report was Māori and Pasifika student data for Semester 1.

The report indicated that, as a percentage of total domestic EFTS, Māori student numbers remain relatively steady at 14.5%. However, there is a significant decline in Māori students in pre-degree programmes through the Lincoln-Telford Division and only small numbers enrolled in postgraduate level study.

The Vice-Chancellor noted that Ahumairaki had requested that appropriate targets and indicators for the next three years be developed in order to measure the success of strategies to increase the Māori student numbers.

12. **Academic Board Update**

The report was NOTED. It provided an update on the Academic Board Rejuvenation project, including the current review of the Board's subcommittees.

Staff are currently being consulted on proposed changes to the subcommittees. Recommendations will then be considered by the Academic Board on 27 July.

It was noted that three Professorial vacancies on Academic Board had been filled. An election was pending for the Non-Professorial vacancy.

13. **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
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)
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)

General subject matter	Reason for passing this resolution in relation to each matter	Grounds under s.48(1) for the passing of this resolution
➤ 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)
➤ Reforecast of Research Budgets 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)
➤ Financial Report for the Period Ended 31 May 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)
➤ Ten Year Financial Forecast	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 EFTS Data 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)
➤ Earthquake Claim Delegations for Mediation	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)
➤ Risk Framework and Assessment	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)
➤ Updating of Bank Signatory Authority	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)
➤ 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)

MOTION CARRIED

The Chancellor also moved that: Professor S S Rixecker (Deputy Vice-Chancellor, Scholarship and Research), Dr J Buwalda (Strategic Adviser), Ms P Jones (Project Officer), Professor T Glare (Director, Bio-Protection Research Centre), Mr H Gant (Finance Director), Mr J Morley (Independent Advisor), Dr L Petelo (Chair, Academic Board), Ms R Allan (Director, Student Administration), 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

14. Report from Public Excluded Session

General Subject Matter	Reason for passing this resolution in relation to each matter
Reports from Council Committees	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 Council Farms Committee.
Chancellor's 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:	
➤ 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.
➤ Reforecast of Research Budgets 2016	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 31 May 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 31 May 2016.
➤ Ten Year Financial Forecast	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ 2016 EFTS Data Update	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Earthquake Claim Delegations for Mediation	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Risk Framework and Assessment	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Updating of Bank Signatory Authority	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.

15. Closure and Next Meeting

The meeting closed at **12.35pm**.

The next meeting is scheduled for **Tuesday, 26 July 2016**, Lincoln University, following the Finance, Planning and Resources Committee meeting at a time to be appointed.

Signed: _____ **(Convenor)**

Date: _____

**ACTION SCHEDULE resulting from the Council meetings
AS AT 21 June 2016**

Action	Responsibility	Meeting/Item	Due
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
Send a letter of thanks to Mrs Denise Sheat acknowledging her service on Ahumairaki from its inception.	Chancellor	21 Jun 2016 Item 8	Immediate