

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

**Held on Tuesday 6 December 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, Professor B R Jordan, Ms P Parata-Goodall, Professor R J Pollard, Mr S M Smith, Mrs L K Tame, and Mr D W Thomas.

In Attendance: Mr J Morley (Independent Advisor), Dr L Petelo (Chair, Academic Board), Professor B McKenzie (Interim Chief Academic Officer), Mr H Gant (Interim Chief Financial Officer), Mr A Brown (Health and Safety Manager), and Mr A Carpinter (Director, Governance).

1. *Apologies*

For the duration of Lincoln University's strategic options market sounding process, Dr Wood is standing aside from the Lincoln University Council and Messrs Gemmell and Hall are standing aside from the University of Canterbury Council.

An apology for absence was received from Mr Macfarlane and an apology for early departure was received from Mr Gemmell.

2. *Disclosures of Interest*

There were no disclosures of interest.

3. *Confirmation of Minutes of Previous Meeting held on 22 November 2016*

Council RESOLVED:

That the minutes of the meeting held on 22 November 2016 be taken as read and be approved.

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

4. *Matters Arising from the Minutes*

There were no matters arising.

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 report listed the Chancellor's major commitments since the previous meeting.

The Chancellor noted that he would be attending the Universities New Zealand meeting in Palmerston North on 8 December. The Chancellors and Vice-Chancellors would farewell the Hon Steve Maharey upon his retirement from the role of Vice-Chancellor of Massey University.

Council suggested that a letter of congratulations be sent to the former Lincoln University Students' Association President and Council member, Ms Kahlia Fryer, who had received one of the five inaugural ANZ Future Leaders Scholarship Programme awards.

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

7.1 ***Strategic Risk Register***

The report was NOTED.

The net risk rating for the "inadequate progress on the Refreshing Lincoln agenda" item had been reassessed from 'red' to 'amber', reflecting the implementation of a strong project management process for the various workstreams.

7.2 ***Health and Safety Update***

A monthly report for November was NOTED.

No notifiable injuries or incidents were reported. Work is continuing on the campus lockdown plan, addressing the issues identified during the recent simulation.

7.3 ***Biosafety Update***

The November monthly update on Biosafety compliance matters was NOTED. No incidents were reported.

7.4 ***Conferral of Degrees and Presentation of Diplomas***

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

The conferral date for the qualification to be awarded to Ms Sonya Low (1017566) was considered. The Academic Administration Committee had reviewed the student's transcript and deemed her to have met the academic requirements of the Postgraduate Diploma in Commerce Subjects on the basis of study completed in 1997. Council's preference was for the conferral date to be backdated to reflect the academic currency of the qualification.

Council RESOLVED to:

1. **Confirm** the backdating of the conferral date for the Postgraduate Diploma in Commerce Subjects to be awarded to Ms Sonya Low (1017566) to 24 April 1998.
2. **Approve** the awards listed in the report to Council (*see Schedule One*).

Moved: Ms Parata-Goodall

Seconded: Mrs Tame

MOTION CARRIED

7.5 **Academic Board Update**

The report was NOTED.

The Chair of Academic Board highlighted the following matters:

- The final report of the Cycle 5 Academic Audit is to be released publicly on 13 December. The report and the University's media release would be copied to Council members (**action**).
- The Academic Board held a positive discussion on the Board's relationship to its subcommittees, along with the function of the Board itself. There is a collective desire to further cement the new structures and operate with mutual respect.
- Dr Petelo had accepted the offer to be Chair of the Academic Board for 2017.
- A small graduation celebration for the Certificate in Farming (Dairy) (level 3) Whenua Kura students is being held on 9 December.

Secretary:
13 Dec 2016

Council expressed appreciation to Dr Petelo for the work of Academic Board under her stewardship during 2016.

8. **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
Election of Chancellor and Pro-Chancellor	To protect the privacy of natural persons	7(2)(a)
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 To protect the privacy of natural persons	7(2)(h) 7(2)(j) 7(2)(a)
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:		
➤ Vice-Chancellor's 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)
➤ Refreshing Lincoln Programme 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)

General subject matter	Reason for passing this resolution in relation to each matter	Grounds under s.48(1) for the passing of this resolution
➤ Lincoln Hub 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)
➤ 2017 Draft Budget and 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)
➤ Asset Ownership Optimisation	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 Fees for Staff Members	To protect the privacy of natural persons	7(2)(a)
Reports from Subsidiaries	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 Morley (Independent Advisor), Dr L Petelo (Chair, Academic Board), Professor Bruce McKenzie (Interim Chief Academic Officer), Ms P Jones (Project Manager), Mr J Buwalda (Strategic Adviser), Ms L Harrison (Interim Director, LincolnConnect), Mr H Gant (Interim Chief Financial Officer), Mr G Wilson (Client Representative, Lincoln Hub), Mr P O’Callaghan (PwC), Ms T Zawodny (Project Manager), Ms J Thomson (Head of Sector, Schools, LincolnConnect), Mr J Becker (International Manager, LincolnConnect), Mr W Lawson (Director Capital Works Programme), Ms C McDonald (EQ Claim Project 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

9. Report from Public Excluded Session

General Subject Matter	Reason for passing this resolution in relation to each matter
Election of Chancellor and Pro-Chancellor	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 the Chancellor and Pro-Chancellor officers for 2017 at the appropriate time determined by the Chancellor.
Reports from Council Committees	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
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 the Lincoln Hospitality Limited Chair for 2017.

General Subject Matter	Reason for passing this resolution in relation to each matter
Vice-Chancellor's Report:	
➤ Vice-Chancellor's Update	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Refreshing Lincoln Programme Update	The verbal update was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Refreshing Lincoln Communications Plan	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Lincoln Hub Update	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ 2017 Draft Budget and Ten Year Financial Forecast	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above, except for the University's summary 2017 budget at the appropriate time determined by the Vice-Chancellor.
➤ Asset Ownership Optimisation	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Council Fees for Staff Members	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above, except for the applicable fees for staff members on Council.
Reports from Subsidiaries	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.

10. Closure and Next Meeting

The meeting closed at **11.45am**.

The next meeting is scheduled for **Tuesday, 31 January 2017** at **8.30am**, Lincoln University.

Signed: _____ **(Convenor)**

Date: _____

**ACTION SCHEDULE resulting from the Council meetings
AS AT 6 December 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.	Director, Governance	26 Jan 2016 Item 7	31 Jan 2017
Further information on student's work on " <i>Mānuka and kānuka to clean-up New Zealand's waterways</i> ". (Sir Graeme Harrison)	Secretary	27 Sept 2016 Item 7.1	Article to be published in 2017.
Circulate final report of the Cycle 5 Academic Audit and the University's media release.	Secretary	6 Dec 2016 Item 7.5	13 Dec 2016

SCHEDULE ONE: CONFERMENT OF DEGREES AND PRESENTATION OF DIPLOMAS

Conferment of Degrees, Diplomas and Certificates

Doctor of Philosophy

Robert Gordon **Lawry**, in Biochemistry
Raigama Arachchige Ahesha Sajeewani **Perera**, in Accounting
Muhammad **Rashid**, in Seed Technology
Amna **Shafi**, in Plant Pathology

Master of Commerce (Agricultural)

Agustin **Nervi**, *with Second Class Honours, Division I*, in Agribusiness and International Rural Development

Master of Environmental Policy and Management

Rachael Jane **Brown**, with Distinction

Master of International Nature Conservation

(Jointly awarded with Georg-August-Universität, Göttingen, Germany)

Marc **Filla**
Nils **Reiser**

Master of Natural Resources Management and Ecological Engineering

(Jointly awarded with the University of Natural Resources and Life Sciences (BOKU), Vienna, Austria)
Pratigya **Silwal**, *with First Class Honours*

Postgraduate Diploma in Commerce Subjects (conferral date of 24 April 1998)

Sonya Elizabeth **Low**

Graduate Diploma in Tourism Management

Yue **Ren**

Graduate Certificate in Academic English

Xiaojun **Luo**

Bachelor of Commerce (Old Regulations)

Loris Christian Nicola **d'Aloia**

Bachelor of Commerce (New Regulations)

Maxime Robert Francois **Moulin**, Marketing Major
Hongbo **Yi**, Accounting and Finance Major

Bachelor of Commerce (Hotel and Institutional Management)

In Yong **Jee**

Bachelor of Environment and Society

Leah Fyson **Mcenhill**, Land and Society Major

Bachelor of Landscape Architecture

Rebecca Ann **Easton**, *with Second Class Honours, Division II*

Bachelor of Parks, Recreation and Tourism Management

Shane Patrick **Mullany**

Bachelor of Science (Old Regulations)

Dai Haoxin

Bachelor of Social Science

Rachel Jane **Manawatu**

Bachelor of Viticulture and Oenology (*Old Regulations*)

Anna Claire **Stone**

Diploma in Agriculture

Brett John **McLennan**

Diploma in Applied Science

Yiming **Ren**

Diploma in Natural Resources

Dominic Joseph **Bird**

Vivek Menon **Kozhikode**

Sophie York James **Roberts**

Anne Emma **Taylor**

Diploma in University Studies

Cheng Dingye

Benjamin Anthony **Reid**

Zhang Xin