

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

**Held on Tuesday 28 February 2017 at 8.30am
Council Room, George Forbes Building, Lincoln University**

Present: Mr A J Hall (Chancellor), Mr B D Gemmell, Sir G T Harrison, Professor B R Jordan, Mr A W Macfarlane, 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 (Chief Academic Officer), Mr H Gant (Chief Financial Officer), Ms P Jones (Chief Operating Officer), Mr J Buwalda (Strategic Adviser), Ms L Harrison (Interim Director, LincolnConnect), Mr A Brown (Health and Safety Manager) for item 6.1, and Mr A Carpinter (Director, Governance).

1. *Welcome and Apologies*

There were no apologies.

The Chancellor acknowledged Mr Stuart Larsen's contribution over his four year term as Branch President of the Tertiary Education Union.

It was noted that the resignations of Dr Wood and Mr Hall from the Lincoln University Council and University of Canterbury Council respectively had been confirmed. Mr Gemmell is still considering his position as a member of the two Councils.

2. *Disclosures of Interest*

There were no disclosures of interest.

3. *Confirmation of Minutes of Previous Meeting held on 31 January 2017*

Council RESOLVED:

That the minutes of the meeting held on 31 January 2017 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 was NOTED, summarising the Chancellor's commitments since the previous meeting.

A letter from the Canterbury Mayoral Forum to Ministers Goldsmith and Joyce, dated 24 February 2017, was TABLED. The letter endorsed the mission and urgency of the Lincoln Hub and sought the Ministers' support.

7. Vice-Chancellor's Report

7.1 Strategic Risk Register

The report was NOTED.

The updates to the risks and mitigating actions were noted, resulting in more 'green' net risk ratings. In future, changes made to the register will be highlighted for ease of reference.

7.2 Vice-Chancellor's Update

The report was NOTED.

It was suggested that the construction of a Bloomberg trading room within the Commerce building would provide a good opportunity for obtaining sponsorship.

The recipients of the 2016 Teaching Excellence Awards were noted, including the Principal Award to be presented to Mr Roger McLenaghan at Graduation.

On behalf of Council, the Chancellor will send congratulatory letters to:

- Professor Paul Dalziel from the Agribusiness and Economics Research Unit (AERU) for receiving the Distinguished Service Award by the Council of the Australian and New Zealand Regional Science Association International.
- Associate Professor Mike Hamlin (Department of Tourism, Sport and Society) for being awarded Fellowship status at the American College of Sports Medicine (ACSM).

A response will be made to the Office of the Auditor-General in relation to the material about Lincoln University presented in the report: *Investing in tertiary education assets*.

7.3 Health and Safety Updates

A quarterly report for Q4 2016 and a monthly report for January were NOTED.

The passing of the Workplace Safety Management Practices audit was highlighted. The scheme is to be discontinued with the result that an audit to the standard will not result in an ACC discount.

No notifiable injuries or incidents were reported for January.

A subgroup of the Audit and Risk Management Committee had undertaken a recent Health and Safety campus tour prior and would provide a written report in due course.

The Health and Safety Manager outlined the procedures followed for the induction of contractors.

7.4 Biosafety Update

The report was NOTED.

There were no matters of concern. The possible secondment of an entomologist to the Institutional Biosafety Committee had been followed up and a nomination would be considered.

7.5 Academic Board Report

The report was NOTED. Attached to the report were: 2017 work plans for Academic Board and its Sub-committees; Chair of Academic Board Report to Council 2016; and a Summary of Approvals through Academic Board 2016.

It was noted that the 2017 work plan would also include a review by the Teaching and Learning Subcommittee of how the University interacts on Māori and Pasifika issues.

Academic proposals to be submitted to the Committee on University Academic Programmes (CUAP) for the 1 May round require Council approval in March and April. As Council is not scheduled to meet in April, approval was sought to delegate any approvals required to the Audit and Risk Management Committee. It was envisaged that the Chair of Academic Board would present the proposals and that the Council academic staff and student members would be in attendance, if possible.

Council RESOLVED to:

1. **Note** the Academic Board update and the 2017 working plans.
2. **Agree** to delegate to the Audit and Risk Management Committee the approval in April of any outstanding CUAP round 1 proposals.
3. **Note** the 2016 Academic Board Report and the Summary of Approvals through Academic Board in 2016.

Moved: Mr Smith

Seconded: Ms Parata-Goodall

MOTION CARRIED

7.6 Conferment of Degrees and Presentation of Diplomas

The report was NOTED.

Council RESOLVED to:

1. **Approve** the revocation listed in the report so that the student may use their credits towards other qualifications (*see Schedule One*).
2. **Approve** the awards listed in the report to Council (*see Schedule One*).

Moved: Mr Smith

Seconded: Ms Parata-Goodall

MOTION CARRIED

8. LUSA President's Report

The report was NOTED.

The LUSA President acknowledged the recent renewal of the Service Level Agreement with the University for a further five years. He appreciated that this term was longer than is the case at other universities and shows a commitment to the student experience.

LUSA's current focus is on Orientation Week events and providing more support to the clubs and societies through revamping the club grant funding.

The President also thanked the Vice-Chancellor for his comments at the Semester One Powhiri. Students wished to take up the challenge to provide feedback to improve the University's teaching and learning.

9. 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)
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)
➤ Lincoln Measures	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)
➤ Student Recruitment 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)
➤ Transformation Board 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 To protect the privacy of natural persons	7(2)(h) 7(2)(j) 7(2)(a)

General subject matter	Reason for passing this resolution in relation to each matter	Grounds under s.48(1) for the passing of this resolution
➤ Review and Optimisation of Assets	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-Telford Division 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)
➤ Updated Financial Report for Year to 31 December 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 January 2017	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 Report for January 2017	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 Subsidiary Companies	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)
Deed of Indemnity for Council Members	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 (Chief Academic Officer), Ms P Jones (Chief Operating Officer), Mr J Buwalda (Strategic Adviser), Mr H Gant (Chief Financial Officer), Ms L Harrison (Interim Director, LincolnConnect), Ms T Zawodny (Programme Manager), Ms S Went (Stakeholder Relationship Advisor), Ms J Thomson (Head of Sector, Schools, LincolnConnect), Mr J Becker (International Manager, LincolnConnect), Mr T Rogers (Board Chair, LAL and LUPJVs), Mr P Barrowclough (CEO, LAL), 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

10. *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 Directors' fees for Lincoln Agritech Limited and Lincoln Hospitality Limited for implementation and reporting; and the Human Ethics Committee Annual Report for submission to the Health Research Council.
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.
➤ Lincoln Measures	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 report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Student Recruitment Update	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Transformation Board Update	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above, except for the current Transformation Board Terms of Reference at the appropriate time determined by the Vice-Chancellor.
➤ Review and Optimisation of Assets	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Lincoln-Telford Division Update	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Updated Financial Report for Year to 31 December 2016	The verbal update was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Financial Report for January 2017	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above,
➤ Research and Innovation Report for January 2017	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Reports from Subsidiary Companies	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Deed of Indemnity for Council Members	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.

11. *General Business*

A verbal update was provided on the Whenua Kura programme. It will be a transitional year for course offerings to Ara. The Telford Certificate in Agriculture will continue for the year.

12. *Closure and Next Meeting*

The meeting closed at **12.20pm**.

The next meeting is scheduled for **Tuesday, 28 March 2017** at **8.30am**, Lincoln University.

Signed: _____ (Convenor)

Date: _____

**ACTION SCHEDULE resulting from the Council meetings
AS AT 28 February 2017**

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	Report in March, aligned with change to Academic Board ToR.
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.

SCHEDULE ONE: CONFERMENT OF DEGREES AND PRESENTATION OF DIPLOMAS

Conferment of Degrees, Diplomas and Certificates

Revocation

Xiao **Long** 1114738 requested that his Postgraduate Diploma in Applied Science (awarded 8 April 2016) be revoked so that he may use three courses to downgrade to and be awarded the Postgraduate Certificate in Applied Science, and put the remaining three courses towards the Master of Environmental Policy and Management.

Conferrals

Doctor of Philosophy

Yann-David Policarpo **Varenes**, in Ecology

Master of Business in Accounting and Finance

Haiyue **Yu**, *with Merit*

Master of Commerce and Management

Danang Budi **Santoso**, *with Second Class Honours, Division I*, in Economics

Master of International Nature Conservation

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

Florian **Schafer**

Postgraduate Diploma in Agricultural Science

Kremlin Mark **Ampode**

Maria Bale **Narayan**

Postgraduate Diploma in Commerce

Yanni **Dong**

Postgraduate Diploma in International Rural Development

Zimo **Kang**

Postgraduate Certificate in Applied Science

Jose Martin **Jauregui**, *with Distinction*

Graduate Diploma in Applied Science

Hao **Zhai**

Graduate Diploma in Commerce

Niranjan Prasad **Chandan**

Graduate Diploma in Informatics

Chenxi **Xie**

Graduate Diploma in Landscape Studies

Zhuli Michelle **Tan**

Graduate Diploma in Viticulture and Oenology

Junpeng **Chen**

Xiao **Chen**

Arvid Bjorn Torsten **Devoti**

Graduate Certificate in Academic English

Zheng Li

Jia Lu

Adetiya Rachman

Abdullah Umar

Kun Wang

Zhang Haotian

Bachelor of Commerce (Manufacturing and Technology Management)

Daniel Archdall Hawdon Davison

Bachelor of Environmental Management and Planning

Chen Li

Bachelor of Landscape Architecture (*Old Regulations*)

Zhu Jiangchen, with *Second Class Honours, Division II*

Keyi Li

Bachelor of Viticulture and Oenology (*Old Regulations*)

Anna Charlotte McFadyen

Diploma in Farm Management

Timothy Matthew Croskery

Diploma in Commerce

Jason Christian

Samy Wadie Iskander

Diploma in University Studies

Kate Siobhan Evans

Yingchao He