

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

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

**Present:** Mr A J Hall (Chancellor), Mr B D Gemmell, 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:** Mrs J E Fredric (Audit and Risk Management Committee member), 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), Ms L Harrison (Interim Director, LincolnConnect), Mr A Brown (Health and Safety Manager), Ms T Nelson (Bio-safety Compliance Officer) and Mr A Carpinter (Director, Governance).

**1. *Welcome and Apologies***

An apology for absence was received from Sir Graeme Harrison.

Mrs Janice Fredric, an independent member of the Audit and Risk Management Committee was welcomed to the meeting as an observer.

**2. *Disclosures of Interest***

There were no disclosures of interest.

**3. *Confirmation of Minutes of Previous Meeting held on 28 February 2017***

**Council RESOLVED:**

That the minutes of the meeting held on 28 February 2017 be taken as read and be approved.

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

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

It was noted that the Lincoln University Farmer of the Year field-day had been successfully held at Fairlie, with approximately 250 attendees.

**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 and proposing a delegation for Council business in April.

Council acknowledged Sir Graeme Harrison's naming as one of the 2017 New Zealand Business Hall of Fame Laureates in recognition of his longstanding and significant contribution to the economic and social development of New Zealand. It was noted that Mavis Mullens, Chair of the Board of Taratahi Agricultural Training Centre, had also been named, which the Chancellor would write to congratulate her on.

As a full Council meeting was not scheduled for April, it was proposed to delegate authority to the Audit and Risk Management Committee to approve any matters requiring decision.

**Council RESOLVED:**

That Council delegate authority to the Audit and Risk Management Committee to approve matters requiring a Council decision in April 2017.

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

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

**7.1 Strategic Risk Register**

The report was NOTED.

**7.2 Vice-Chancellor's Update**

The report was NOTED.

The University had achieved further recognition in the latest QS World University Rankings for individual subjects: the ranking in Agriculture and Forestry improved from the 50-100 bracket to 39th and a new ranking of 48th was obtained in Hospitality and Leisure Management.

A correction was noted to the item on the Faculty first year student induction, recording that many students from around New Zealand had come to Lincoln specifically for our programmes, even when they had alternative choices.

**7.3 Health and Safety Updates**

The monthly report for February was NOTED.

**7.4 Biosafety Update**

The monthly report for February was NOTED.

**7.5 Academic Board Report**

The report was NOTED.

The major item from the March Academic Board meeting was the recommendation from the Learning and Teaching Committee that Academic

Board consider the removal of LINC 101 and LINC 201 as University common core courses. Faculties would have the choice to retain these (as compulsory or elective courses) or remove them as best fits their respective bachelor degree programmes. The proposal will be discussed again at the next Academic Board meeting in April.

A PhD review is underway with an internal review report to be completed by the 30 March, prior to a four week consultation period with the wider university. An independent assessor will visit the University in June or July. The process is expected to be completed by September.

Progress on the implementation of the Academic Quality Agency's Cycle 5 recommendations will be reported to Council via the Refreshing Lincoln and Academic Board updates. Eight working groups have been formed to address particular sections/themes arising from the audit, with the aim of having addressed all the recommendations and other perceived issues by the end of 2017.

It was suggested that a report from the Chief Academic Officer be developed to accompany academic proposals and address marketability and resourcing issues (**action**).

Chair Academic Board/Chief Academic Officer:  
30 May 2017

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

The report was NOTED.

#### Council **RESOLVED** to:

1. **Approve** the award listed in the report to Council (*see Schedule One*).

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

#### 8. **LUSA President's Report**

A verbal update was given on LUSA's recent activities.

Students had settled in well after Orientation and Mr Thomas indicated that there seemed to be a positive feeling amongst the student body. The first round of student rep meetings were coming up.

#### 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
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)

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)
➤ 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)
➤ 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)
➤ 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)
➤ Academic Proposals	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)
➤ Draft Annual Financial Statements for the 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 February 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)
➤ UniSaver Limited Shareholders' Resolutions	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 Hospitality Board 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)

*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), Mr P O'Callaghan (PwC), Ms L Harrison (Interim Director, LincolnConnect), Ms T Zawodny (Programme Manager), Ms J Thomson (Head of Sector, Schools, LincolnConnect), Mr J Becker (International Manager, LincolnConnect), Mr J Petrie (Financial Controller), 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**

<b>General Subject Matter</b>	<b>Reason for passing this resolution in relation to each matter</b>
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 replacement Director to the Board of the Lincoln University Property Joint Ventures.
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 finalised Transformation Board Terms of Reference at the appropriate time determined by the Vice-Chancellor.
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 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.
➤ Lincoln-Telford Division Update	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 report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Academic Proposals	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above, except for sections B and C of the academic proposals for submission to the Committee on University Academic Programmes, if required.
➤ Draft Annual Financial Statements for the Year to 31 December 2016	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Financial Report for February 2017	The verbal update was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above, except for the University's summary financial position to 28 February 2017.
➤ UniSaver Limited Shareholders' Resolutions	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Lincoln Hospitality Board Report	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.

#### 11. **Academic Proposals**

The report was NOTED, proposing the introduction of four new programmes. The proposal for modification to the Diploma in University Studies was withdrawn.

Council's endorsement was sought to submit the new programmes to the Universities New Zealand's Committee on University Academic Programmes by 1 May 2017.

**Council RESOLVED:**

That Council endorse the introduction and modification of the following qualifications with regulations as set out in the attached papers:

- Master of Sustainable Tropical Forest Management
- Postgraduate Certificate in Sustainable Tropical Forest Management
- Postgraduate Diploma in Sustainable Tropical Plantation Forest Management
- Postgraduate Diploma in Sustainable Tropical Natural Forest Management

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

**12. Closure and Next Meetings**

The meeting closed at **12.07pm**.

Graduation is to be held on **Friday, 28 April 2017**. The next meeting is scheduled for **Tuesday, 30 May 2017** at **8.30am**, Lincoln University.

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

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

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

<b>Action</b>	<b>Responsibility</b>	<b>Meeting/Item</b>	<b>Due</b>
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.
Develop a report from the Chief Academic Officer to accompany academic proposals and address marketability and resourcing issues.	Chair, Academic Board/Chief Academic Officer	28 Mar 2017 Item 9.5	20 May 2017

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

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

#### **Conferral**

**Telford Certificate in Agribusiness Management Knowledge (L5)**

Rhiannon Anwen **Whelen**, *with Merit*