

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

**Held on Tuesday 20 April 2010 at 9.03am
Council Meeting Room, Lincoln University**

Present: Mr T C Lambie (Chancellor), Mr R Boot, Ms K Brown, Mr J M Chetwin, Mr M A Clements, Mr D Couch, Mrs E Cruickshank, Professor R J Field, Mr B Gargiulo, Ms I Harper, Associate Professor C G Lamb, Mr A W Macfarlane, Professor S Matear, Mr E P Rogers, Mrs L K Tame, and Mr P J Wardell

In Attendance: Mr J Clark (Finance Director) for items 16 and 17, Ms K Collins (Lincoln University Students' Association) for items 1 to 15, and Mr A Carpinter (Council Secretary)

1. *Apologies*

Apologies for absence were received from Mr Hall and Ms McMoore. An apology for lateness was received from Mrs Cruickshank.

2. *Disclosures of Interest*

There were no disclosures of interest.

3. *Confirmation of the Minutes of the Previous Meeting held on 23 February 2010*

Council RESOLVED:

That the minutes of the meeting held on 23 February 2010 be taken as read and be approved, subject to a spelling correction of "LUSA" in item 9.

Moved: Professor Matear

Seconded: Mr Clements

MOTION CARRIED

Abstention: Mr Couch

4. *Matters Arising from the Minutes*

It was noted that the Education and Science Select Committee had acknowledged receipt of the University's submission on the Education (Freedom of Association) Amendment Bill.

5. Notice of Items of General Business

There were no items of General Business notified at this time.

6. Chancellor's Report

The Chancellor thanked Council members for their support of Graduation on 16 April 2010 and all the staff involved in arranging the celebration.

The Chancellor's report noted the following matters:

- Highlights of recent events, including the VIP visits by a delegation from Teagasc, the Irish Agriculture and Food Development Authority on 22 March 2010, and by Ambassador David Huebner, the US Ambassador to New Zealand and Samoa, on 30 March 2010.
- The success of staff, graduates and students from the School of Landscape Architecture at the Eilerslie Flower Show.
- The Tertiary Education Commission's development of a governance assessment and self-assessment tool, which will be available for use later in the year.

7. Vice-Chancellor's Report

The Vice-Chancellor spoke to the report and highlighted the following general matters:

- The New Zealand Agricultural Greenhouse Gas Research Centre in Palmerston North was opened on 3 March 2010, and one of the Centre's two major physical research sites will be located at Lincoln University.
- The new Water Resource Management Centre (The Waterways Centre) established jointly by the University of Canterbury and Lincoln University with a special Tertiary Education Commission Enterprise and Stimulating Innovation grant will be officially launched in May.
- The Government is establishing 4 "food hubs" throughout New Zealand to assist companies developing innovative foods. The Canterbury hub is likely to be based at Lincoln and the University is working in close partnership with AgResearch Limited to establish a suitable site.
- As part of a Priorities for Focus grant, Lincoln University and the University of Canterbury have appointed Ian Shaw to be a joint Professor (part-time) in Food Safety.
- The Partnerships for Excellence initiative based around the Primary Growth Partnership/DairyNZ application is now going to the full Business Planning stage.
- A successful Federated Farmers 'Farm Day' was held on the Lincoln University Dairy Farm on 28 March 2010, with over 600 people attending.
- The Bio-Protection Research Centre gained valuable feedback and guidance on its future direction from its International Peer Review Panel Report.
- A substantive list of staff achievements.

- Students and graduates from Lincoln University's Landscape Architecture degree programme won 7 awards at this year's Ellerslie Flower Show.
- The Lincoln University community has been saddened by the deaths of Dr Lyn Boddington, Lecturer in the Faculty of Commerce, and former staff member and Council member, Teresa (Terri) Gourley. It was noted that Dr Boddington would be honoured on Workers' Memorial Day on 28 April 2010.
- The proposed International Student Village in the central city is one of four projects chosen in the Canterbury V5 competition to find schemes which could make significant contributions to the Canterbury economy. For Lincoln University, a key benefit would be the proposed teaching space for use in delivering specialist and professional education programmes.

Recent significant sector issues included:

- The Government has endorsed the overall intent of the recommendations of the Crown Research Institute Taskforce and further details are expected in the Budget. There is a risk that greater certainty of funding for the Institutes would reduce the pool of contestable funding, but the encouragement of greater collaboration and partnerships with other research institutions, such as the University, would be beneficial.
- The initial speeches made by Minister Joyce indicated that his priority issues are improving course completion rates, reducing the number of qualifications and tightening up eligibility for gaining and retaining student loans.
- The amalgamation of government agencies, including the Ministry of Research, Science and Technology and the Foundation for Research, Science and Technology, and the New Zealand Food Safety Authority into the Ministry of Agriculture and Forestry.

Recent significant visitors to the University included:

- United States Ambassador David Huebner on 30 March 2010.
- On 19 February 2010, Māori students and staff hosted a visit by the Hon Dr Pita Sharples (Minister of Māori Affairs, Associate Minister of Education and Associate Minister of Corrections).
- On 14 April 2010, the Hon Shri Kapil Sibal, the Indian Minister of Human Resource Development (an equivalent role to the Minister of Education in New Zealand).
- On 15 April 2010, Minister Joyce and Minister Carter.

It was also reported that the Government intends to make it easier for Tertiary Education Institutions to dispose of assets.

The Tertiary Education Commission (TEC) will also be publishing performance information on universities on a shared website, including enrolment information and indicators of retention, completion, and progression to further study. The universities are producing a new graduate destiny survey to track students' progression to employment over 5-10 years. It was suggested that this data should be included in TEC's suite of information to assist students in making study and career decisions.

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

The Lincoln University Students' Association (LUSA) President made a verbal report and noted the following matters:

LUSA Activities

- Orientation events were run successfully, after some difficulties on the first night.
- The makeover of the student space outside the LUSA office and the reception area was done in the mid-term break and completed before Graduation.
- Graduation events had been very enjoyable. Over 300 people attended the Graduation Ball. There was also a high turnout for Ra Whakamana (the Celebration for Māori Graduands), and LUSA acknowledged the support received for that event from the University and Te Awhioraki.
- LUSA had met with the Assistant Vice-Chancellor (Academic) to discuss the international fees setting proposals for 2011.

Sector Issues

- LUSA is concerned about possible policy changes foreshadowed by Minister Joyce in relation to course fees maxima and student loans.
- There had been 726 submissions made by students on the Education (Freedom of Association) Amendment Bill.

9. ***Report from the Audit and Risk Management Committee***

The open section of the report from the 22 March 2010 meeting of the Audit and Risk Management Committee was NOTED.

The Convenor reported on a scheduled review of the Committee's Terms of Reference. As part of the review, both the external and internal auditors provided comments on the adequacy of the existing Terms of Reference. The amendments recommended by the Committee are intended to strengthen or clarify its role in supporting Council, including its oversight of the Annual Report, legislative compliance, fraud incidents and major projects.

Proposals made by the auditors that were not supported by the Committee included the addition of: a requirement for all policies to be reviewed annually rather than to the current cycle (normally 3 years); responsibility for the review of governance frameworks; an expectation that all employees co-operate with requests from the auditors; and a maximum tenure on membership of the Committee.

It was **RESOLVED**:

That Council approve the Audit and Risk Management Committee's Terms of Reference, as amended.

Moved: Mr Chetwin

Seconded: Mr Rogers

MOTION CARRIED

[Further items from the Audit and Risk Management Committee were reported In-Committee.]

10. Report from Ahumairaki

The report from the 17 March 2010 meeting of Ahumairaki was NOTED.

The Convenor highlighted a pleasing overall increase in Māori student enrolments, from 88 in 2009 to 113 in 2010. The factors behind the increase were discussed, including an increased investment in outreach to schools and the value of the informal 'kumara vine' arising from Māori events and programmes at the University in spreading word about what the University has to offer.

The Committee had received a revised statement of Te Tapuae o Rehua's vision, principles, strategic themes and priorities, with the key priorities being to support the revitalisation of Te Reo Māori within Te Waipounamu and innovating to build and improve pathways for Te Reo Māori students transitioning to the tertiary sector.

At Council's request, the Committee had given further consideration to its Terms of Reference. To make its role at an aspirational level more explicit, the Committee recommended an additional terms of reference:

"To identify Māori development aspirations and factors influencing Māori student study choice through appropriate engagement with Māori communities."

Amendments were also proposed to update the position title of the Assistant Vice-Chancellor (Māori and Pacifica) and to specify the quorum as a majority of the total membership.

It was **RESOLVED**:

That Council approve Ahumairaki's Terms of Reference, as amended.

Moved: Mr Couch

Seconded: Professor Matear

MOTION CARRIED

11. Academic Board Approvals 2009

The report on the activities of the Academic Board in 2009 was NOTED.

Mrs Cruickshank joined the meeting at 9.50am.

The Assistant Vice-Chancellor (Academic) reported that many of the changes made reflected a focus on continuous improvement. The most significant developments were the endorsement of the Learning and Teaching Strategic Plan for the University and the approval of two new programmes: a joint initiative in Plant Breeding with Massey University as a specialism in the Master of Science and a new major in Energy, Transport and Environment.

It was noted that the new grading scale appeared to be working well, with the assistance of a new Examiners' Meeting process.

12. Proposal for New Regulation: Revoking Qualifications

The Assistant Vice-Chancellor (Academic) spoke to this report. Council had

requested the Academic Board to review the principles of the qualification revocation process and to consider whether there should be a time limit on the ability to revoke a qualification after conferral or presentation. The proposed regulation would be consistent with the practice at most other New Zealand universities in allowing the revoking of qualifications only for staircasing to higher qualifications.

The Academic Board had also set a 5 year time limit for old courses being credited to a qualification. The Board will assess such applications on their individual merits.

It was **RESOLVED**:

That Council approve the following new regulation for revoking qualifications:

Once a qualification for any certificate, diploma or degree has been awarded to a candidate by the University Council, a candidate will not be permitted to have that qualification revoked unless the courses in that certificate, diploma or degree can be credited in partial fulfilment of the requirements for a higher level qualification.

Moved: Professor Matear
Seconded: Mrs Cruickshank
MOTION CARRIED

13. ***Conferment of Degrees and Presentation of Diplomas***

The Assistant Vice-Chancellor (Academic) spoke to this report.

Council RESOLVED:

1. That Council approve the list of students in the report to Council that wish to revoke their qualifications so that they may use their credits towards another qualification.

Moved: Professor Matear
Seconded: Mrs Tame
MOTION CARRIED

2. That Council approve the award listed in the report to Council.
(Attached as Schedule One.)

Moved: Professor Matear
Seconded: Ms Brown
MOTION CARRIED

14. ***Matter of Procedure***

Prior to reaching the motion in the Council agenda to exclude the public from the meeting for certain items of business, the Chancellor asked members whether any of those items should be considered in the open session. No items were raised.

15. 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 section 48(1) for the passing of this resolution
Chancellor's Report	To protect the privacy of natural persons To maintain the effective conduct of public affairs through the protection of members	7(2)(a) 7(2)(f)(ii)
Vice-Chancellor's Report	To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(j)
Report from the Audit and Risk Management Committee (Council In-Committee section)	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)
Business Plan for the Redevelopment of Ashley Dene Farm	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 Lincoln University and Telford Rural Polytechnic Business Case for Merger	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	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 Subsidiaries	To avoid prejudice or disadvantage to the commercial activities of the University	7(2)(h)
Annual Report from Human Ethics 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)
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)

MOTION CARRIED

The Chancellor also moved that:

Dr T Berno (Planning Manager), Mr J Buckler (IT Director), Mr J Clark (Finance Director), and Mr A Carpinter (Council Secretary) 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

16. Report from Public Excluded Session

General Subject Matter	Reason for passing this resolution in relation to each matter
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	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above, except for the recording of the 2010 New Zealand Architecture Award for the Landscape Architecture Building.
Report from the Audit and Risk Management Committee (Council In-Committee sections)	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Business Plan for the Redevelopment of Ashley Dene Farm	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Draft Lincoln University and Telford Rural Polytechnic Business Case for Merger	The reports were RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Financial Report	The reports were RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Reports from Subsidiaries	The reports were RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above, except for the recording of the Golder Sustainability Award 2009 for the Lincoln Land Development stormwater project.
Annual Report from Human Ethics Committee	The reports were RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Reports from Council Committees	The reports were RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.

17. Closure and Next Meeting

The meeting closed at 12.52pm.

The next meeting is scheduled for **Tuesday 22 June 2010 at 9.00am**, Lincoln University.

Signed: _____ **(Convenor)**

Date: _____

SCHEDULE ONE: CONFERMENT OF DEGREES AND PRESENTATION OF DIPLOMAS

Revoked Qualifications:

Elena Daniela Bacanaru (1063853) *Postgraduate Certificate in Applied Science* (awarded 20th April 2007) revoked so she may use the credits towards the Master of Professional Studies.

Peng Li (1050129) *Diploma in Commerce* (awarded 19th June 2007) revoked so he may use the credits towards the Bachelor of Commerce and Management.

Cuihua Li (1056199) *Diploma in Commerce* (awarded 4th December 2007) revoked so she may use the credits towards the Bachelor of Commerce.

Lu Ye (1057268) *Graduate Certificate in Commerce* (awarded 24th April 2009) revoked so she may use the credits towards the Graduate Diploma in Commerce.

Aixian Wu (1061360) *Diploma in Commerce* (awarded 4th April 2008) revoked so she may use the credits towards the Bachelor of Software and Information Technology.

Conferred Degrees and Presented Diplomas:

Master of Professional Studies

Elena Daniela **Bacanaru**, *in Transport Management*