

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

**Held on Tuesday 26 September 2017 at 8.30am
Council Room, George Forbes Building, Lincoln University**

Present: Mr S M Smith (Chancellor), Mrs J E Fredric, Mr B D Gemmell, Sir G T Harrison, Mr A W Macfarlane, Emeritus Professor J A McWha, Ms P M Morrison, Mrs P M Parata-Goodall, Professor R J Pollard, Mrs L K Tame, and Mr D W Thomas.

In Attendance: Mr J Morley (Independent Advisor) for items 10 and 11, Dr L Petelo (Chair, Academic Board), Professor B McKenzie (Chief Academic Officer), Ms P Jones (Chief Operating Officer), Mr P O'Callaghan (Chief Commercial Officer), Dr D Payne (Director Kaiarahi Māori) for items 7.1 to 11, Mr H Gant (Chief Financial Officer) for items 7.2 to 9, and Mr A Carpinter (Secretary).

1. Apologies

An apology for absence was received from Professor Jordan. Apologies for lateness were received from Emeritus Professor McWha and Mr Morley (in attendance). Apologies for early departure were received from Mr Gemmell and Mrs Fredric.

2. Disclosures of Interest

There were no disclosures of interest.

3. Confirmation of Minutes of Previous Meeting held on 29 August 2017

Council RESOLVED:

That the minutes of the meeting held on 29 August 2017 be taken as read and be approved.

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

4. Matters Arising from the Minutes

There were no matters arising from the minutes.

5. Notice of Items of General Business

There were no items of general business notified.

6. ***Chancellor's Report***

The report was NOTED.

The Chancellor highlighted the lecture given by Professor Derrick Moot on 6 September as part of the New Zealand Grassland Trust Ray Brougham Lecture Series: 'Can Legumes Lead the Regeneration of Pastoral Agriculture?' The link to the lecture and a related article would be made available to Council members.

It was also noted that, following the Council meeting, the Lincoln University Medal would be presented to Ms Elizabeth Burt in acknowledgement of her long-term voluntary meritorious service and support to the University.

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

7.1 ***Academic Board Update***

The report was NOTED, providing a summary of the Academic Board meeting on 6 September.

The report of an external review panel in relation to the recommendations of the internal PhD review is to be considered by the appropriate academic committees and Senior Management Group. Implementation of the accepted recommendations will then be led by a subcommittee of the Academic Administration Committee.

The Board had discussed the standards by which 180-credit taught master's degrees could be considered to constitute an acceptable path to PhD study. The intention is both to maintain academic quality and to align accessibility of PhD study with other universities nationally.

It was noted that the named and elective/additional majors for the new (post-2014) degrees are to be included on the undergraduate parchment.

7.2 ***Academic Units***

The report summarising the main activities in August of the Faculties and other units was NOTED.

It was noted that the School of Landscape Architecture had contributed to a current exhibition in China on the history of New Zealand's national parks at Beijing's Museum of Chinese Gardens and Landscape Architecture.

7.3 ***Programmes and Programme Portfolio***

The report was NOTED. Approval was sought for the international fee for the new Bachelor of Commerce (Agriculture and Professional Accounting) degree.

It was also noted that the August academic proposals are awaiting approval at the November meeting of the Universities New Zealand Committee on University Academic Programmes.

Council RESOLVED to:

Approve the international fee of \$27,500 for the Bachelor of Commerce (Agriculture and Professional Accounting).

*Moved: Professor Pollard
Seconded: Mrs Tame
MOTION CARRIED*

7.4 Health and Safety Report

The report on Health, Safety and Compliance activities was NOTED.

No notifiable lost time injuries were reported for August. Key focus areas were: the continuing risk management of events on and off-campus, particularly student field trips; contractor management; and fire warden training. Health and safety monitoring of the early works for the Joint Facility was noted, with tree felling being the highest risk work to date. The new lockdown system is expected to go-live by the end of September.

8. LUSA President's Report

The report was NOTED.

The LUSA President highlighted:

- A campaign to engage students in the General Election.
- The running of the LUSA Executive elections for 2018.
- An acknowledgement to management for enabling LUSA to have regular input on the development of the Joint Facility, including the operating model.
- An increasing number of students requiring support to manage their studies and lives more generally, and the support offered.
- The 'Thursdays in Black' National Campaign in tertiary institutions to raise awareness and achieve progress towards a world without rape and violence. LUSA would be working in conjunction with NZUSA's programme of work to address sexual violence.

The issues around the wellbeing of students were discussed, in the context of the serious concern generally for young people in Canterbury. The high take up of a wellbeing project at secondary school level in Canterbury was noted. Schools also undertake wellbeing surveys and this may be an option to consider at tertiary level. Other aspects raised were 'rainbow' gender issues in relation to access to the University's facilities and how to equip graduates with capacity in dealing with behavioural and psychological issues in the workplace.

It was suggested that consideration be given to the incorporation of resilience/wellbeing issues and initiatives as part of a standard reporting item to Council (**action**).

Vice-Chancellor/
LUSA President/
Secretary:
Ongoing

A further section of the report was considered in the In-Committee meeting.

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 To protect the privacy of natural persons	7(2)(h) 7(2)(j) 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	7(2)(h) 7(2)(j)
Vice-Chancellor's Report:		
➤ Operational Performance	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 Performance	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)
➤ Commercial Matters and Financial Performance	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	7(2)(h) 7(2)(j)
Vice-Chancellor's Report (continued):		
➤ University Organisation	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)
➤ Joint Facility Report by the Senior Responsible Officer	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	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)
LUSA President's Report (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)
Compliance 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)

General subject matter	Reason for passing this resolution in relation to each matter	Grounds under s.48(1) for the passing of this resolution
Council and Committees Workplan	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 B McKenzie (Chief Academic Officer), Ms P Jones (Chief Operating Officer), Mr P O'Callaghan (Chief Commercial Officer), Dr J Buwalda (Strategic Advisor), Dr D Payne (Director Kaiarahi Māori), Mr H Gant (Chief Financial Officer), Ms T Zawodny (Planning Manager), Ms K Flower (Director, Student and Stakeholder Engagement), Ms A Innes (Communications and Marketing Manager), Ms K Wall (Manager, Customer Insights), Ms J Thomson (Head of Sector, Schools), Ms C McDonald (Project Manager), Ms M Leyland (Transformation Board Member), Mr T Fowler (Transformation Board Member), Mr A Goodall (Transformation Board Member), Mr D Lovatt (Transformation Board Member ex officio), Mr H Wall (Report Writer), Ms K Hurnen (Business Analyst) 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

During the In-Committee meeting, Emeritus Professor McWha joined the meeting and Mr Gemmell and Mrs Fredric left the meeting.

10. 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.
Reports from Council Committees	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Vice-Chancellor's Report:	
➤ Operational Performance	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Research Performance	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Commercial Matters and Financial Performance	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 financial position to 31 August 2017 and the approved Treasury Policy.
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 draft Transformation Board report, under strict confidentiality, to the University's external governance reviewers.
Vice-Chancellor's Report (continued):	
➤ University Organisation	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.

General Subject Matter	Reason for passing this resolution in relation to each matter
➤ Joint Facility Report by the Senior Responsible Officer	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Refreshing Lincoln	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
LUSA President's Report (In-Committee section)	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Compliance Reports from Subsidiaries	The verbal update was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Council and Committees Workplan	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.

11. ***Closure and Next Meeting***

The meeting closed at **2.47pm**.

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

Signed: _____ **(Convenor)**

Date: _____

**ACTION SCHEDULE resulting from the Council meetings
AS AT 26 September 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.	Secretary	26 Jan 2016 Item 7	To be 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 late 2017.
Consider the incorporation of resilience/wellbeing issues and initiatives as part of a standard reporting item to Council.	Vice-Chancellor/LUSA President/Secretary	26 Sep 2017 Item 8	Ongoing