



LINCOLN
UNIVERSITY
TE WHARE WĀNAKA O AORAKI

LINCOLN UNIVERSITY COUNCIL

Minutes of a meeting held on Tuesday 14 December 2021 at 9am in Council Chambers and by Zoom

CONFIDENTIAL

Meeting Minutes

Present: Mr B Gemmell (Chancellor), Emeritus Professor J McWha (Pro-Chancellor) (by Zoom), Professor B McKenzie (Acting Vice-Chancellor), Mrs J Fredric, Mr R Hewett, Mr J Kilgour, Dr C Smith, Mrs G Thompson, Ms J Shone, Mr D Jensen and Mrs Parata-Goodall

In attendance: Professor G Edwards (Deputy Vice Chancellor)
Ms K Flower (Acting Executive Director Student Engagement and Experience)
Mrs K McEwan (Executive Director, People, Culture and Wellbeing)
Mrs S Roulston (Chief Operating Officer)
Ms T Nelson (Health, Safety and Bio-Compliance Manager) – *Item 8.1*
Dr L Petelo (Assistant Vice-Chancellor Learning and Teaching) – *Item 9*
Mrs F Taylor (ITS Director) – *Item 8.3*
Ms B Baillie (Council Secretary)

Meeting convened at 8:59am.

1. Welcome/Karakia/Apologies

An apology for absence was received from Dr M van den Belt.

2. Disclosures of interests

The interests register was NOTED.

3. Confirmation of the Previous Meeting Minutes

Council RESOLVED:

That the minutes of the Council meeting held on 30 November 2021 be taken as read and APPROVED.

Resolution

MOTION CARRIED

4. Matters arising from the Minutes

The action register was NOTED.

Item 345 – the discussion is in progress and will continue in the new year.

Item 398 - the COO advised a specialist will come in prior to Christmas to look at Ivy Hall with regards to the incident.

5. Notice of items of General Business

No items of General Business were notified for discussion.

6. Chancellor's Report

6.1 Council Member Appointments to Committees for 2022

Council RESOLVED:

To APPOINT Mr D Jensen as a member of the Audit and Risk Committee and Remove MR R Hewett.

Resolution

Moved: Mrs Fredric, Seconded: Professor McWha, CARRIED

Council RESOLVED:

To APPOINT Mrs G Thompson, as the Chair of the Farms Committee.

Resolution

Moved: Mrs Fredric, Seconded: Professor McWha, CARRIED

6.2 Council Member Fees for 2022

Council RESOLVED to:

As required under section 17, schedule 11 of the Education and Training Act 2020, Council must **APPROVE** the fees for Council members. Fee maxima, which relate to the size of the tertiary education institution, have been set by the Minister of Education and are outlined in the fees framework for members appointed to bodies in which the Crown has an interest. Lincoln University's Chief Operating Officer confirms that Lincoln University is anticipated to be within the Level 3 revenue band (\$100 - \$600 million) for 2022.

Therefore, it is recommended that Council RESOLVE to:

1. **APPROVE** the following fees to be paid to Council members in 2022;

Resolution

- i. Chancellor \$40,000
- ii. Pro-Chancellor \$25,000
- iii. Council members, other than the Vice-Chancellor, \$20,000

- b. **NOTE** that the fees approved are the maximum fees payable to Lincoln University Council members as provided for in the fee's framework

MOTION CARRIED

7. Election

7.1 Election of the Pro-Chancellor

Council RESOLVED to:

ELECT Emeritus Professor James McWha as Pro-Chancellor of Lincoln University Council for 2022.

Resolution

Moved: Chancellor, Seconded: Mrs J Fredric.

MOTION CARRIED

7.2 Election of the Chancellor

The Chancellor stepped down from the Chair and Pro-Chancellor acted as Chair for this item.

Council RESOLVED to:

ELECT Mr Bruce Gemmell as the Chancellor of Lincoln University Council for 2022.

Resolution

Moved: Professor James McWha, Seconded: Mrs J Fredric.

MOTION CARRIED

8. Vice-Chancellor's Report

The report was NOTED.

The vaccine pass system is working well on campus with no issues. It was noted that scanning was only required once. All events held on campus with groups larger than 50 are following the covid requirements.

The University recorded the passing of former long-serving staff member Dr Robin McFarlane, who died on 5 November 2021, aged 72.

Lincoln University Medals have been awarded to alumni Vince Ashworth and Bill Harrington to acknowledge their meritorious voluntary service in support of the University.

Lincoln University's art collection of 280 works was highlighted as a must see, rightfully acknowledged for its significant representation of New Zealand painters, sculptors, ceramicists and printmakers continues to receive conservation attention.

A series of wellbeing tips and regular pointers are being shared weekly by Dr Jackie Blunt from the Staff Wellbeing Programme.

Professor Amanda Black and Professor Derrick Moot were noted as receiving awards for their outstanding achievements in research. Congratulations letters are to be sent to them both from the Chancellor.

The New Zealand Ecological Society held its annual conference online where several LU staff and students gave talks, and two won prizes handed down by the Society.

EcoPond was launched on the dairy farm which gave Lincoln University exposure on the news. There was a discussion around the commercial relationship between Ravensdown and Lincoln University. It was noted that there is a commercialisation policy in place and that any royalties are split equally between the researchers, the faculty and the university. The Chancellor

explained that Lincoln Agritech has a formal process of sharing IP.

Following year-long negotiations with the China Scholarship Council (CSC), the University signed a milestone MOU to allow top Chinese postgraduate students with a CSC PhD scholarship to study full-time at the University, starting in September 2022. Lincoln University is now listed on the CSC website, along with other leading universities of the world.

The Health, Safety and Bio-Compliance Manager joined the meeting at 9:30am

8.1 Monthly Health and Safety Report

The report was taken as read.

It was confirmed there is no construction on Campus over the Christmas period, closure period from the 23rd of December 2021 until 10th of January 2022. Security will remain on campus. There is a list of staff who will work over the Christmas period who are aware of the health and safety requirements and process over the Christmas break.

The fact there were no near misses on the farms was highlighted and discussed.

The 2021 lead indicators including the three near misses were discussed and the Health, Safety and Bio-Compliance Manager confirmed she is comfortable with the investigation of their near misses. The near miss reporting was explained to be split out between Lincoln University and the construction sites. All contractors have been requested to follow the same reporting as what Leighs provide. Council requested for more detail on near miss reporting.

The critical risk elements on page 21 were discussed and noted as not changing frequently and an arrow was requested to understand the direction quickly and easily.

The Health, Safety and Bio-Compliance Manager left the meeting at 9:42am

8.2 Covid Mandate Update

The report was NOTED.

The Deputy Vice-Chancellor gave a brief overview of the proposal. The consultation was based on the vaccination requirement only and not a negative test.

Overall, majority of students, staff, contractors and tenants who responded have indicated their support for the proposal.

More than half of the students who responded to the survey provided feedback, with slightly less from staff, tenants and contractors.

Based on the risk analysis and after careful consideration of feedback, SMG recommends that Lincoln University adopt a policy whereby all staff, students, contractors, tenants and visitors must be fully vaccinated against COVID-19 and hold a valid My Vaccine Pass to access campus, effective 14 February 2022.

Students and staff that aren't vaccinated will be worked with on a case by case for a solution.

The staff on the farms, as well as visitors to the farms were discussed, noting the possibility of a Covid case on a dairy farm and how that can affect the farm.

The physical process of the verification of the vaccination passes being recorded was discussed. The gym and Mrs O's already has the process in place, noting the high traffic areas.

The student response of 7% was noted and discussed. The timing of the survey was highlighted and discussed. All other universities were reported to have also had a low student uptake.

Managers will be notified about students that aren't vaccinated.

The review date is scheduled for 1 June 2022. The Dean's are working through the process of how students can take their courses without having a vaccination certificate. Triaging options were discussed and noted as available which will be dealt with on a case-by-case basis.

Lincoln University is working with other Universities in regard to technology.

Auckland, Waikato, Victoria and Otago have mandated the vaccination requirement.

There is an internal and external communication plan which will commence 14 December 2021.

It was agreed the Covid vaccination would be a standing item on the agenda for future Council meetings.

Council RESOLVED to:

APPROVE the policy that:

1. From 14 February 2022, Lincoln University, students, staff, contractors, tenants and visitors must be fully vaccinated against COVID-19 and hold a valid My Vaccine Pass to access campus (including Farms and JML).
2. Anyone unvaccinated on campus would need to have a valid Government exemption.
3. There will be a review of the policy on 1 June 2022 subject to updated advice provided by the Government and Ministry of Education.

Resolution

MOTION CARRIED

The ITS Director joined the meeting at 10:28am

8.3 Update on the Pandemic Response Report - Covid

The report was taken as read and NOTED.

The pandemic response plan was noted as being reviewed and updated by June 2022. Council agreed this will be a standing item on the agenda based on it evolving over time.

The ITS Director advised there is a planning session on 15 December 2021 to work through the enrolment and teaching process.

Council agreed the thinking process is key and more important than the documentation Noting Covid is evolving.

The ITS Director left the meeting at 10:36am

9. Conferment of Degrees, Diplomas and Certificates

The Assistant Vice-Chancellor Learning and Teaching spoke to this paper, explaining that a student wishes to revoke her award received in 2008 to use the credits to a bachelor's degree.

That Council:

1. **APPROVED** the revocation listed in the report so that the student may use their credits towards another qualification. *Resolution*
2. **APPROVED** the awards listed.

MOTION CARRIED

10. General Business

No items of General Business were tabled for discussion.

11. 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:

<i>General Subject Matter</i>	<i>Reason for passing this resolution in relation to each matter</i>	<i>Grounds under section 48(1)</i>
1. Delegation of Authority to Executive Committee 2. Monthly Financials 3. Monthly Recruitment Report 4. Insurance Update 5. 2022 LU Budget 6. Naming Rights for the Commerce Building - nomination for Emeritus Professor Bruce Ross	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)
Farms Committee 1. Dashboard	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)
Subsidiary 2021 Statements of Corporate Intent 1. Chairman Note to LAL SCI 2. Lincoln Agritech Limited SCI & Presentation 3. Lincoln University Property Joint Venture Limited	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 Business	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 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)

I move also that: Professor Grant Edwards (Deputy Vice-Chancellor), Dr L Petelo (Assistant Vice-Chancellor

Teaching and Learning, Chair Academic Board), Susie Roulston (Chief Operating Officer), Ms K Flower (Acting Executive Director, Student Engagement and Experience), Jeremy Kilgour (Incoming LUSA President), and Bianca Baillie (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.

CARRIED

12. Report from the Public Excluded Session

General Subject Matter	Reason for passing this resolution in relation to each matter
Chancellor's In-Committee 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, other than the University's summary financial position to 30 October and information about the Campus Development Programme which will be released as and when the Acting Vice-Chancellor determines.
Farms Committee Report	The report was received. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Subsidiary 2021 Statements of Corporate Intent	The report was received. The discussion and any decision shall remain confidential at this time for the reasons noted above.

13. Closure and next Meeting

The meeting closed at 12.53pm. The next meeting is scheduled for 9am Tuesday 22 February 2022, Council Chambers, Lincoln University and by Zoom.

Signed:


_____ (Chair)

Date:

22 February 2022