



LINCOLN
UNIVERSITY
TE WHARE WĀNAKA O AORAKI

LINCOLN UNIVERSITY COUNCIL

Minutes of a meeting held on Wednesday 26 July 2022 at 9am in Council Chambers and via Zoom

Meeting Minutes

- Present: Mr B Gemmell (Chancellor), Professor G Edwards (Vice-Chancellor), Emeritus Professor J McWha (Pro-Chancellor), Mrs J Fredric, Ms J Shone, Mr D Jensen, Mrs G Thompson, Dr Marjan van den Belt, Professor D Moot, Mrs Parata-Goodall
- Via Zoom: Mr J Kilgour (President, LUSA), Dr L Petelo (Acting Deputy Vice Chancellor for Learning and Teaching)
- In attendance: Dr D Payne (Assistant Vice Chancellor for Māori & Pasifika)
Mrs S Roulston (Chief Operating Officer)
Ms K McEwan (Executive Director People, Culture and Wellbeing)
Mr D Lodge (Deputy Vice Chancellor, Student Life)
Mr N Heslop (Strategy & Governance Officer, as Council Secretary)
Mr H Moana (Observer)
Dr H Cochrane (Director of Student Health and Student Administration) – Item 7.1
Mrs T Nelson (Health, Safety, & Bio-Compliance Manager) – Item 8
Dr J Heyle (Observer, via Zoom)

Meeting started at 9:00am.

1. Welcome/Karakia/Apologies

Puamiria Parata-Goodall opened with a karakia.

An apology for absence was received from Mr Rob Hewett and Mrs G Thompson.

2. Disclosures of interests

The interests register was NOTED.

3. Confirmation of the Previous Meeting Minutes

There were no changes to the minutes.

Council RESOLVED:

That the minutes of the Council meeting held on 28 June 2022 be taken as read and **APPROVED**.

Resolution

MOTION CARRIED

4. **Matters arising from the Minutes**

The action register was NOTED.

Item

- 476 Bike Storage update will be included in Capital Development Program Report to Council in August

5. **Notice of items of General Business**

The Pro-Chancellor extended the sympathies of Council and senior management to the Chancellor on the recent loss of his Father.

6. **Chancellor's Report**

The report was received and **NOTED**.

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

The report was received and **NOTED**.

The Vice-Chancellor highlighted the following matters for July:

- Acknowledged the unexpected death of a student on campus and the impact this has had on staff and students. An additional verbal update will be provided in Council-in-Committee. The Chancellor acknowledged the compassionate response of staff, in particular Dr Dione Payne and her staff, in a dignified manner.
- Lincoln University Open Day had a great response with 450 potential students attending with their families. Further contact points will be an area of focus for the student engagement team in the coming months.
- Partnership activities this month included attending the Primary Industry New Zealand awards, signing a memorandum of understanding with New Zealand Plant Producers Inc (NZPPI), and visiting Zero Invasive Predator (ZIP) test site on Campus. These activities strengthen the University's status and reputation in the horticulture industry, collaboration with the Department of Conservation and ZIP, and enhancing graduate employment opportunities.
- The University has extended its Fees Free program until the end of 2023. Council suggested officers look at whether we can provide certainty for part-time students who may take multiple years to complete qualification.
- Public Transport concession programs are reducing travel costs for Lincoln University students to attend campus and assisting in efforts to de-carbonise transport to and from campus.

Action: COO

Dr Hamish Cochrane and Tracey Nelson arrived at the meeting at 9.40am

7.1 Graduation Ceremony Update

Dr Hamish Cochrane provided an update to Council noting the graduation ceremony on 23rd September will provide an opportunity to celebrate the achievement of students and the University. There will be a morning and afternoon ceremony. Both ceremonies will be preceded by a procession (weather permitting) from the Christchurch Art Gallery to the Christchurch Town Hall. Several honorary doctorates will be awarded at each ceremony that will be fronted by a master of ceremonies.

Dr Hamish Cochrane left the meeting at 9.46am

8. June 2022 Health & Safety Report

Tracey Nelson spoke to the report. The report was taken as read and NOTED.

Contractor incidents are occurring because of pressure caused by staff away on sick leave and alternate staff working onsite. This is being actively managed with increased site visits by University Health and Safety Advisor and robust conversations with Site Managers.

It was noted in discussion:

- Mental staff wellbeing is reported to Council separately and will be coming to Council in a report in September.

**Action:
Executive
Director of
People,
Culture, &
Wellbeing**

Tracey Nelson left the meeting at 9.51am

9. Lincoln University Students Association Report

The report was taken as read and NOTED.

The LUSA President highlighted some issues students face, as recorded in the Peoples Enquiry into Wellbeing Report (2022). Some accommodation in Lincoln is of a high quality that lessens utility costs, but cheaper than accommodation in other main centres.

It was noted in discussion:

- LUSA is a conduit to refer students to the University for wellbeing support.
- Dialogue between the University and LUSA about event management of the Garden Party ongoing and confidence expressed in those arrangements.

10. General Business

There were no items of general business.

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</i>
Campus Critical Incident Update Verbal Update	To protect the privacy of natural persons, including that of deceased natural persons To enable the free and frank expressions of opinions by	7(2)(a) 7(f)(i)

	or between or to members or officers or employees of the University	
Monthly Recruitment 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)
Academic Board 1. Minutes from the previous meeting 2. Amend Academic Board Terms of Reference 3. Proposals to academic programme(s)	To avoid prejudice or disadvantage to the commercial activities of the University To enable the free and frank expressions of opinions by or between or to members or officers or employees of the University	7(2)(h) 7(f)(i)
Academic Program Update 1. Outline of academic programmes in 2021, 2022, and proposed for 2023	To avoid prejudice or disadvantage to the commercial activities of the University To enable the free and frank expressions of opinions by or between or to members or officers or employees of the University	7(2)(h) 7(f)(i)
Monthly Financials 1. 30 June 2022 Financial Statements	To avoid prejudice or disadvantage to the commercial activities of the University To enable the free and frank expressions of opinions by or between or to members or officers or employees of the University	7(2)(h) 7(f)(i)
Lincoln University Property Joint Venture Limited 1. Grant Allocation	To avoid prejudice or disadvantage to the commercial activities of the University	7(2)(h)
REM Committee 1. Approve remuneration arrangement for Lincoln Agritech Limited.	To avoid prejudice or disadvantage to the commercial activities of the University To enable the free and frank expressions of opinions by or between or to members or officers or employees of the University	7(2)(h) 7(f)(i)

I also move that: Professor Grant Edwards (Vice-Chancellor), Mrs K McEwan (Executive Director People Culture and Wellbeing), Dr L Petelo (Acting Deputy Vice Chancellor, Learning and Teaching), Dr Dione Payne (Deputy Vice-Chancellor, Māori and Pasifika), Mrs Susie Roulston (Chief Operating Officer), Mr D Lodge (Deputy Vice-Chancellor, Student Life), Ms E Henshall (Finance Director), Ms Paula Morrison (Academic Quality and Policy Manager), Professor Roslyn Kerr (Dean of Environment, Society and Design Faculty), and Professor Hugh Bigsby (Dean of Agribusiness and Commerce Faculty), Mr H Moana (Tumuaki of Te Awhioraki) and Mr N Heslop (Strategy & Governance Officer) 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. Closure and next Meeting

The public meeting closed at 10.00am.

The next meeting is scheduled for Tuesday, 30 August 2022 at 9am in the Council Chamber.

CONFIRMED THIS 30th DAY OF AUGUST 2022



**BRUCE GEMMELL
CHANCELLOR**