

# LINCOLN UNIVERSITY COUNCIL

Minutes of a meeting held on Tuesday 17 December 2024 at 9am in  
Whare Auahu, ground floor, Waimarie and online via MS Teams

## Meeting Minutes

Present: Bruce Gemmell (Chancellor), Prof Grant Edwards (Vice Chancellor), Zara Weissenstein, David Jensen, Janice Fredric, Prof. Derrick Moot, James Parsons, Dr Marjan van den Belt, (each a Council Member).

Via MS Teams: Gabrielle Thompson, Puamiria Parata-Goodall (Pro-Chancellor),

In attendance: Mrs S Roulston (Chief Operating Officer)  
Mr N Heslop (Council Secretary)  
Prof C Hewitt (Provost)  
Mrs K McEwan (Executive Director People, Culture, & Wellbeing)  
Mrs T Nelson (Biocompliance Manager, Item 11)

*Meeting started at 9.01am.*

### 1. Welcome/Karakia/Apologies

The Chancellor welcomed Councillors to the meeting and invited the DVC Māori to open the meeting with karakia.

#### Resolution

That Council:

1. **RECEIVE** apologies for absence from Michelle Ash and Liz Hill-Taiaroa.

*Resolution*

**MOTION CARRIED**

### 2. Disclosures of interests

The Register of Interests was NOTED.

### 3. Confirmation of the Previous Meeting Minutes

Council RESOLVED:

To confirm the minutes from the Council meetings held on 26<sup>th</sup>  
November 2024 as true and correct record.

*Resolution*

**MOTION CARRIED**

**4. Matters arising from the Minutes**

The action register was NOTED.

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

The Chancellor congratulated the Senior Leadership Team on what has been accomplished in 2024, noting a more cautious approach will be required in 2025.

The Vice Chancellor updated Council about the meeting with the University Advisory Group (UAG) on 9<sup>th</sup> December. The Vice Chancellor believes the UAG appreciates the improvements Lincoln has made over recent years.

**6. Chancellors Report**

The report was taken as read.

**Resolution**

That Council:

*Resolution*

2. **RECEIVE** the information in the Chancellor's Report.

**MOTION CARRIED**

**7. Vice Chancellors Report**

The report was taken as read. The Vice Chancellor highlighted the following:

- A strengthening relationship with Selwyn District Council illustrated by the signing of a Memorandum of Understanding.

Council discussed the encroachment of urban areas on the University farms, acknowledging that proximity of the farms to campus is strategically important as research-based living laboratories.

Council discussed the process of being informed what agreements are being considered under the Meaningful Partnerships Program and requested a report from the Vice Chancellor on the framework used to enter a meaningful partnership.

*Action: Vice Chancellor*

**Council Resolution**

That Council:

1. **RECEIVE** the information in the Vice Chancellor's Report.

*Resolution*

**MOTION CARRIED**

**8. LUSA Report**

The report was taken as read. The LUSA President highlighted the following:

- Te Awhioraki and LUSA have started work on first semester programs in 2025.

- SLT has endorsed the tri-approval authority of the Campus Service Council Terms of Reference that outlines how the student levy is to be set.

### **Council Resolution**

That Council:

1. **RECEIVE** the information in the LUSA Report.

*Resolution*

**MOTION CARRIED**

## **9. Management and use of generative AI at Lincoln University**

The report was taken as read. The Provost gave an overview of the draft generative AI use policy that is currently out for consultation.

The Chancellor invited conversation to focus on the impact AI is having at Lincoln University.

Council endorsed the view that AI is a tool and focus needs to be on building students' skills how to use this tool while balancing the challenge of examiners seeing that a student can demonstrate knowledge, separate from information produced by at AI tool.

### **Council Resolution**

That Council:

1. **RECEIVE** the briefing on generative AI management and use at Lincoln University
2. **NOTES** the draft LU Generative AI Policy

*Resolution*

**MOTION CARRIED**

## **10. Conflict of Interest Policy Review**

The report was left on the table.

Council requested that further work be done to distinguish between a disclosure of interest and conflict of interest situation. This policy review will come back to Council at a later date.

## **11. Biocompliance Report**

The report was taken as read.

### **Resolution**

That Council:

1. **RECEIVE** the information in the Biocompliance Report.
2. **NOTE** activities undertaken to eliminate the level of reputational and financial risk that would result from a breach of containment or other critical non-conformance in our Containment Facilities, along with

*Resolution*

additional compliance requirements for LU research activities.

**MOTION CARRIED**

**12. Confer Degrees, Diplomas and Certificates**

The report was taken as read.

**Resolution**

That Council:

1. That Council resolves to approve the awards presented in this report.

**MOTION CARRIED**

*Resolution*

**13. Health & Safety Assurance Program**

The report was taken as read.

Council:

- discussed the importance of a feedback loop to Council for members who are on a safety observation visit.
- requested a KPI be added to the Health & Safety report that tracks the number of safety observation visits.

**Resolution**

That Council:

1. **RECEIVE** the information in this report.
2. **ADOPT** the Health and Safety Assurance Program outlined in this report, including the schedule for Site Visits and Health & Safety Deep Dives in 2025.
3. **DELEGATE AUTHORITY** to the Council Secretary, Chancellor, and Vice Chancellor to make amendments to the Safety Observation Visits Schedule, and Health & Safety Deep Dives Schedule in accordance with feedback received from Council.

*Resolution*

**MOTION CARRIED**

**13. General Business**

There were no items of general business.

*The meeting adjourned at 11.06am and reconvened at 11.17am*

**14. Motion by the Chancellor for Resolution to Exclude the Public Pursuant to s48 of the Local Government Official Information and Meetings Act 1987**

*I move that the public be excluded from the following parts of the proceedings of this meeting, namely:*

| <b>General Subject Matter</b>   | <b>Reason for passing this resolution in relation to each matter</b>                             | <b>Grounds under section</b> |
|---|--|------------------------------|
| <b>Health and Safety Report</b>   | To avoid prejudice or disadvantage to the commercial activities of the University                | 7(2)(h)                      |
| <b>LUPJVL Statement of Corporate Intent</b>   | To avoid prejudice or disadvantage to the commercial activities of the University                | 7(2)(h)                      |
| <b>Strategy Discussion</b>  | To avoid prejudice or disadvantage to the commercial activities of the University                | 7(2)(h)                      |
| <b>Farm Committee Report to Council</b><br>1. Report<br>2. Minutes from meeting on 29 November 2024 | To avoid prejudice or disadvantage to the commercial activities of the University                | 7(2)(h)                      |
|   | To prevent the disclosure or use of official information for improper gain or improper advantage | 7(2)(j)                      |
| <b>Monthly Recruitment Report</b>   | To avoid prejudice or disadvantage to the commercial activities of the University                | 7(2)(h)                      |
|   | To prevent the disclosure or use of official information for improper gain or improper advantage | 7(2)(j)                      |
| <b>Finance Report</b>   | To avoid prejudice or disadvantage to the commercial activities of the University                | 7(2)(h)                      |
| <b>Government Oversight Group Reports</b>   | To avoid prejudice or disadvantage to the commercial activities of the University                | 7(2)(h)                      |
|   | To prevent the disclosure or use of official information for improper gain or improper advantage | 7(2)(j)                      |

*I move also that:* Professor Grant Edwards (Vice-Chancellor), Prof Chad Hewitt (Provost), Mr S Hunter (Health, Safety & Wellbeing Manager), Prof Merata Kawharu (Deputy Vice Chancellor, Māori and Pasifika), Mrs E Rooney (Finance Director), Mrs S Roulston (Chief Operating Officer), Mr D Lodge (Deputy Vice-Chancellor, Student Life), and Mr Nathaniel Heslop (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**

*The public were readmitted to the meeting at 12.49pm*

**14. Closure and next Meeting**

The meeting closed at 12.50pm.

The next meeting is scheduled for Tuesday, 25<sup>th</sup> February 2025 at 9am and will be held in Memorial Hall, at Lincoln Campus.

CONFIRMED THIS 25<sup>th</sup> DAY OF February 2025

**BRUCE GEMMELL**

**CHANCELLOR**