

LINCOLN UNIVERSITY COUNCIL

Minutes of a meeting held on Tuesday 27 May 2025 at 10:15am in Memorial Hall, Lincoln University and online via MS Teams

Meeting Minutes

Present: Bruce Gemmell, Michelle Ash, Janice Fredric, Prof Derrick Moot, Dr Marjan van den Belt, Gabrielle Thompson, David Jensen, James Parsons and Zara Weissenstein (each a Council Member).

Via MS Teams: Liz Hill-Taiaroa

In attendance: Susie Roulston (Chief Operating Officer)
Nathaniel Heslop (Council Secretary)
Prof Chad Hewitt (Provost)
Megan Clayton & Prof Emma Stewart (Item 10)
Assoc Prof Stuart Charters (Item 9)
Tracey Nelson (Item 12)
Damian Lodge (DVC, Student Life)
Prof Merata Kawharu (DVC, Māori)
Steve Hunter (Health & Safety Manager, Item 10)
Grace O'Shaughnessy

Apologies: Puamiria Parata-Goodall & Prof Grant Edwards (Vice Chancellor) for absence, and Prof Derrick Moot for early departure.

Meeting started at 10.15am.

1. Welcome/Karakia/Apologies

The Pro-Chancellor welcomed Councillors to the meeting and invited Zara Weissenstein to open the meeting with karakia.

Resolution

That Council:

RESOLVE to receive:

1. An apology for absence from Puamiria Parata-Goodall & Prof. Grant Edwards, and
2. An apology for early departure from Prof. Derrick Moot.

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 29th April 2025 as a true and correct record.

Resolution

MOTION CARRIED

4. Matters arising from the Minutes

The action register was NOTED.

The Council Secretary provided a verbal update noting those matters that remained outstanding.

5. Notice of items of General Business

There were no items of general business.

6. Chancellors Report

The report was taken as read.

Resolution

That Council:

Resolution

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

MOTION CARRIED

7. Vice Chancellors Report

The report was taken as read.

The University Advisory Group (UAG) report is expected to be released late July in conjunction with TEC strategy.

There are high level signals that emphasis on collaboration between institutions and institutions and PRO's will be encouraged.

Council invited conversation on Budget 2025 impact for Lincoln University and noted the course profitability model is imperative in new environment where prioritized areas are funded.

Resolution

Council requested interim updates of the Course Profitability Financial Framework noting it is a complicated equation at course level.

Resolution

That Council:

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

MOTION CARRIED

8. LUSA Report

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

- Graduation Ball tickets increased in number with change to a larger venue.
- Increased engagement by students in clubs and societies.
- Postgraduate Engagement Representative byelection is ongoing.

Resolution

Council encouraged LUSA Executive to understand the club assets and insurance coverage.

Council Resolution

That Council:

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

MOTION CARRIED

9. Academic Board Report

The report was taken as read which included two major items requesting Council approve proposals to introduce two new qualifications.

The Chancellor invited Assoc Prof Stuart Charters (ESD) and Prof Merata Kawharu to talk to the qualifications that are proposed to be introduced.

Stuart and Merata talked to high level learning outcomes in the course design that will permit lecturers to adapt teaching and research with developments in a fast-changing area.

Resolution

Council encouraged management to price the qualifications appropriately as there are direct to market routes for enrolments.

Council Resolution

That Council:

1. **RECEIVE** the information in the Academic Board report.
2. **APPROVE** the proposal to introduce the Master of Artificial Intelligence for Land Use to be submitted to CUAP for Round 3, 2025.

MOTION CARRIED

10. Health and Safety Report

The report was taken as read.

Two significant incidents:

1. Smoke emanating from a burn off event caused health issues in a staff occupied area. Lincoln is working with another PCBU to complete a robust investigation. A gap in processes was identified and air intakes with better filters are on backorder.
2. On 30 April 2025 George Forbes suffered a leak on level 2 during a continuous rain event that required staff to work from home. An investigation is underway to identify the root cause.

Management noted there is a repairs and maintenance provision in the budget

that is untagged to specific projects to cover events such as the George Forbes leak.

Council Resolution

That Council **NOTE**:

1. The Health and Safety team continues to focus on maintaining and improving hazard identification and risk assessments, reviewing and establishing clear safety policies and procedures, align training requirements relevant to roles and work collaboratively with the University community in all areas of health and safety.
2. Identifying trends in the health and safety performance of the University and measures taken to improve the robustness of the data.
3. The actions being taken to improve the culture of health and safety across the University.

Resolution

MOTION CARRIED

11. Human Ethics Committee 2024 Annual Report

The report was taken as read.

Chancellor expressed gratitude to Prof. Derrick Moot for this longstanding contribution to the Human Ethics Committee.

Resolution

That Council:

1. **RECEIVE** the information in this report.
2. **APPROVE** the Human Ethics Committee 2024 Annual Report and delegate authority to the Vice Chancellor to sign the Annual Report on behalf of Lincoln University.
3. **NOTE** the addition of five members to the HEC in April and the total committee membership as outlined in Appendix B and not appoint a Council member to the Human Ethics Committee.

Resolution

MOTION CARRIED

12. Biocompliance Report

The report was taken as read.

A new risk around research including human body fluids is being monitored.

Council discussed the biohazard and reputational risks attached to this new biocompliance hazard.

Resolution

That Council:

1. remains aware of 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

13. General Business

There were no items of general business.

The Chancellor invited Dr Marjan van den Belt to email him about the Deloitte report previously circulated to consider whether it can be addressed at Council.

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:

| General Subject Matter | Reason for passing this resolution in relation to each matter | Grounds under section |
|--|---|-------------------------------|
| Lincoln Agritech Limited 1. Statement of Corporate Intent 2. Q1 Dashboard Report | To avoid prejudice or disadvantage to the commercial activities of the University | 7(2)(h) |
| Reports to Council | | |
| Executive Committee 1. Report – appoint member to Council Appeals Committee | To protect the privacy of natural persons | 7(2)(a) |
| Audit, Risk, & Assurance Committee Report to Council 1. Report – business of Committee 2. Minutes from meeting on 20 May 2025 3. 2026 Draft Investment Plan 4. 3+9 P&L Reforecast 5. PBRF Audit 6. Audit NZ Report to Council 7. Audit Assurance Information 8. Admission & Enrolment Program 9. 3+9 Capex Reforecast New Catered Hall Funding Update and Method to Market Approval 10. Ivey West Memorial Hall Close Out Report 11. Lincoln Connected Close Out 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 maintain legal professional privilege | 7(2)(h) 7(2)(j) 7(2)(g) |
| Council Appeals Committee | To protect the privacy of natural persons | 7(2)(a) |
| Recruitment Report | To avoid prejudice or disadvantage to the commercial activities of the University | 7(2)(h) |
| Finance 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) |

I move also that: Prof Chad Hewitt (Provost), Prof Merata Kawharu (Deputy Vice Chancellor, Māori and Pasifika), Mr Travis Glare (Lincoln Agritech CEO), Mr Timothy Lester (General Counsel), Yvonne Yang (Audit NZ), Mr Alistair Pearson (Property Director), Mr Justin Greenhalgh (Project Manager), Mrs E Rooney (Finance Director), Mrs S Roulston (Chief Operating Officer), Mr D Lodge (Deputy Vice-Chancellor, Student Life), Tumuaki-Takirua Te Awhioraki, 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

14. Closure and next Meeting

Zara Weissenstein led the closing karakia.

The meeting closed at 2:16pm.

The next meeting is scheduled for Tuesday, 24th June 2025 at 9:00am and will be held in Whare Auahu, Waimarie at Lincoln Campus.

CONFIRMED THIS 24th DAY OF June 2025

BRUCE GEMMELL

CHANCELLOR