



**LINCOLN**  
UNIVERSITY  
TE WHARE WĀNAKA O AORAKI

# LINCOLN UNIVERSITY COUNCIL

Minutes of a meeting held on Tuesday 29 October 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),  
Demetrio Cooper, Michelle Ash, David Jensen, Janice Fredric, Prof. Derrick  
Moot, James Parsons, Liz Hill-Taiaroa, Puamiria Parata-Goodall (each a  
Council Member).

Via MS Teams: Dr Marjan van den Belt, Gabrielle Thompson

In attendance: Mrs S Roulston (Chief Operating Officer)  
Mr D Lodge (Deputy Vice-Chancellor, Student Life)  
Mr N Heslop (Council Secretary)  
Prof M Kawharu (Deputy Vice Chancellor, Māori)  
Ms K Bramley (Te Awhioraki Tumuaki) & Ms G O'Shaughnessy (incoming Te  
Awhioraki Tumuaki)  
Ms Z Weissenstein (incoming LUSA President)  
Prof C Hewitt (Provost)

*Meeting started at 9.02am.*

### 1. Welcome/Karakia/Apologies

The Chancellor welcomed Councillors to the meeting and invited Ms K Bramley to open the meeting with karakia.

The Chancellor welcomed Zara Weissenstein and Grace O'Shaughnessy to the Council meeting.

### 2. Disclosures of interests

The interest register was NOTED.

### 3. Confirmation of the Previous Meeting Minutes

Council RESOLVED:

To confirm the minutes from the Council meetings held on 27<sup>th</sup> August 2024 as true and correct record with a minor amendment to attendance.

*Resolution*

**MOTION CARRIED**

### 4. Matters arising from the Minutes

The action register was NOTED.

A status report for use of AI at Lincoln University will come to the December

Council meeting (action #609).

**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**

*David Jensen arrived at the meeting during consideration of Item 6*

**7. Vice Chancellors Report**

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

- There are several sustainability initiatives coming online in the next few years.

Council noted:

- The deconstruction of the boiler will be a flagship project in 2025.
- The deconstruction of Burns provides learning opportunities and can provide marketable content for Lincoln.
- Teaching has commenced at HZAU offshore campus.

*Action:  
Stakeholder  
Relationship  
Director*

Council has a Meaningful Partnerships Program to identify relationships that provide beneficial education and research outputs in strategically aligned ways. Each new agreement is assessed through the protected security and trusted research requirements. Council will receive an annual report providing an overview of partnerships the University has considering it is a strategic objective.

*Action: Provost*

The Chancellor asked the Council Secretary write to staff referred to in the Vice Chancellor's report providing congratulations from Council

*Action: Council  
Secretary*

**Council Resolution**

That Council:

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

*Resolution*

**MOTION CARRIED**

## 8. Graduation Week Report

The paper outlined the proposed schedule and location of celebration and graduation events. The Vice Chancellor advised Council that due to the increased number of graduates, three graduation ceremonies will be required in 2025.

There is an emphasis to bring some activities back to Lincoln Campus, increasing the connection between our success and Lincoln.

Council discussed decided that the celebration of Rā Whakamana will continue to be held at the Town Hall.

### Council Resolution

That Council:

1. **RECEIVE** the information in the Graduation Report.
2. **APPROVE** the schedule of 2025 Graduation events.

*Resolution*

**MOTION CARRIED**

## 9. LUSA Report

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

- Te Awhioraki voter turnout was 25% at the recent executive elections
- LUSA has changed its constitution to clarify which students are eligible to vote in LUSA and Te Awhioraki elections now that an offshore campus is operational
- The Garden Party was held and this will be reported on in greater detail next month once feedback from interested parties has been received.

### Council Resolution

That Council:

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

*Resolution*

**MOTION CARRIED**

## 10. Academic Board Report

The report was taken as read. Main items were the revision and completion of assessment around Te Reo Māori policy and procedures, the conduct of field trips, tours, and other external activities and the Graduating Year Reviews (GYR's).

GYR's are an important assessment of new qualifications or majors and are a formal requirement under the University of Academic Programmes.

The Vice Chancellor outlined the process for GYR, which includes a review by CUAP and scrutineers at two other Universities.

Suggested that University consider how it promotes the opportunity for students participate in a GYR with feedback.

Council requested a report to better understand the framework under which Academic Board looks at programmes and to receive an annual report by exception of course(s) that did not meet the anticipated outcomes, including a response by management to those programmes.

*Action: Provost*

### Council Resolution

That Council:

*Resolution*

- NOTE** the Academic Board Report from its meetings on 25 September 2024 meeting

**MOTION CARRIED**

### 11. Conferment of Degrees, Certificates, & Qualifications

The report was taken as read.

### Resolution

That Council:

*Resolution*

- That Council resolves to approve the awards presented in this [report](#).

**MOTION CARRIED**

### 12. General Business

There were no items of general business.

### 13. 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:*

<i>General Subject Matter</i>	<i>Reason for passing this resolution in relation to each matter</i>	<i>Grounds under section</i>
<b>Chancellor's Report</b>	To protect the privacy of natural persons To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(a) 7(2)(j)
<b>Audit, Risk, &amp; Assurance Committee Report to Council</b> 1. Report 2. Minutes from meeting on 22 October 2024 3. 10-Year Financial Forecast Multi-Risk Scenario 4. Ivey West/Memorial Hall Contingency Release 5. 2025 Insurance Renewal Update 6. HZAU-LU Joint Institute Update 7. Strategic Risk Register	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)
<b>Awards Committee Report to Council</b> 1. Report 2. Minutes from meeting on 3 October 2024 3. Nominations for various University Awards	To protect the privacy of natural persons	7(2)(a)
<b>Executive Committee Report to Council</b> 1. Report on appointments to Human Ethics Committee	To protect the privacy of natural persons	7(2)(a)
<b>Farms Committee Report to Council</b> 1. Report 2. Minutes from meeting on 13 September 2024	To avoid prejudice or disadvantage to the commercial activities of the University	7(2)(h)
<b>Ahumairaki Report to Council</b>	To avoid prejudice or disadvantage to the commercial	7(2)(h)

1. Report	activities of the University	
2. Minutes from meeting on 25 September 2024		
<b>Monthly Recruitment Report</b>	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)
<b>Finance Report</b>	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)
<b>Health &amp; Safety Report</b>	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)
<b>Quarterly Staff Wellbeing Report</b>	To protect the privacy of natural persons	7(2)(a)
<b>GOG Reports</b>	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 (Vice-Chancellor), Prof Chad Hewitt (Provost), Ms T Nelson (Bio-Compliance Officer), Prof Merata Kawharu (Deputy Vice Chancellor, Māori), Mrs S Roulston (Chief Operating Officer), Mr D Lodge (Deputy Vice-Chancellor, Student Life), Mrs E Rooney (Finance Director), Ms K Bramley (Tumuaki-Takirua Te Awhioraki) & Ms G O'Shaughnessy (incoming Tumuaki Takirua), Mr D Cooper (LUSA President) & Ms Z Weissenstein (incoming LUSA President), 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 12.57pm*

### **14. Closure and next Meeting**

The meeting closed at 12.58pm.

The next meeting is scheduled for Tuesday, 26<sup>th</sup> November 2024 at 9am and will be held in Whare Auahu, ground floor in Waimarie, at Lincoln Campus.

CONFIRMED THIS 26<sup>th</sup> DAY OF November 2024

**BRUCE GEMMELL**  
**CHANCELLOR**