



LINCOLN
UNIVERSITY
TE WHARE WĀNAKA O AORAKI

LINCOLN UNIVERSITY COUNCIL

Minutes of a meeting held on Tuesday 26 March 2024 at 9am in Whare Auahu, ground floor, Waimarie and online via MS Teams

Meeting Minutes

Present: Mr B Gemmell (Chancellor), Prof G Edwards (Vice-Chancellor), Mrs G Thompson, Mr D Cooper, Mrs M Ash, Dr Marjan van den Belt, Mrs P Parata-Goodall, Mrs Liz Hill-Taiaroa, Mr D Jensen (each a Council Member).

Via MS Teams: Mrs J Fredric, Prof Derrick Moot,

In attendance: Mrs S Roulston (Chief Operating Officer)
Mr D Lodge (Deputy Vice-Chancellor, Student Life)
Mr N Heslop (Strategy & Governance Officer, as Council Secretary)
Dr C Hewitt (Provost)
Mr R Michelle (Te Awhioraki Tumuaki)
Prof Merata Kowharu (Deputy Vice Chancellor, Māori & Pasifika)

Meeting started at 9.02am.

1. Welcome/Karakia/Apologies

Prof. Grant Edwards opened the meeting with a karakia.

The Chancellor welcomed Mrs Puamiria Parata-Goodall as Pro-Chancellor.

Council RESOLVED:

1. To receive an apology for absence from Mr J Parsons.

Resolution

MOTION CARRIED

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 meeting held 27 February 2024 as true and correct.

Resolution

MOTION CARRIED

4. Matters arising from the Minutes

The action register was NOTED.

#550 – ongoing

#554 – Ongoing.

#555 – included in this agenda pack.

5. Notice of items of General Business

There were no items of general business.

Resolution to include Supplementary Report

The Chancellor presented the motion to include the Human Ethics Committee Annual Report 2023 for consideration by Council in the open session of Council.

Resolution

That Council

1. **RECEIVE** the information in this report.
2. **APPROVE** the Human Ethics Committee Annual Report 2023 be considered at the Council meeting on 26 March 2024.

Resolution

MOTION CARRIED

6. Vice Chancellors Report

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

- Student enrolments are 20% higher in 2024 than in 2023. On track to have 5,000 EFTS by end of 2024 calendar year. This will be the highest student enrolment in Lincoln University's history.
- The University has an increasing cohort of post-graduate students. 20% students international.
- Increased proportion of school leavers from 0.6 to 1.1%.
- International students still impacted by slow processing times. Lincoln internalised this problem by providing very clear time periods which an enrolment had to be complete.
- 12.5% students are asynchronous online.
- Supply of accommodation is a risk, but also a financial risk to the institution if it is built and on campus enrolments decrease.
- NZ universities international student cohort about middle of the pack. 20% lower than historical numbers, where Lincoln pushed 48%.
- International students are high users of university support services.
- Notable that retention rates for Māori (87.5%) and Pasifika (81.1%) students are higher than non-Māori in Manaaki Taūira

Council discussed the provision of appropriate student accommodation and level of international students at Lincoln University.

Council Resolution

That Council:

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

MOTION CARRIED

Resolution

7. LUSA Report

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

- LUSA relatively quiet since O'Week.
- Looking for increased engagement on course enhancement program with both positive and constructive feedback to improve relationship with lecturers.
- There have been some timetabling issues for students with course clashes and class size being an issue.
- The advisory panel is looking at LUSA executive remuneration.

Council enquired whether right-sizing classes is a systemic issue or because of increased enrolment.

New teaching spaces are flexible and have multiple purposes. There have been some teething issues because of rapid growth of student EFTS this year. Council noted that all classes are recorded and available online.

Council Resolution

That Council:

1. RECEIVE the information in the LUSA Report.

MOTION CARRIED

Resolution

8. Academic Board Report

The report was taken as read. The Vice Chancellor informed Council:

- Plant & Horticultural Major and Bachelor of Science will be considered by round one CUAP approvals.
- Received the Proctor report and discussed academic integrity numbers, in particular to use of AI. The Proctors report will come to the next Council meeting.

Council Resolution

That Council:

1. RECEIVE the information in the Academic Board Report.

MOTION CARRIED

Resolution

9. Human Ethics Committee Annual Report

The report was taken as read. Grant Tavinor, Chair of the Human Ethics Committee, advised Council:

1. Re-accredited by Health Research Council .
2. A lawyer, who sits on the panel, will train the Committee about Privacy from June 2024.
3. Currently no Māori on the committee. There are people who have experience in tikanga Māori.
4. The Committee needs to focus on consenting research and not mentoring or peer-review of research.

The Committee terms of reference are currently being reviewed and will come back to Council for approval.

Action: Grant Tavinor

HEC has the same indemnity as Council members. The indemnity is against approving research that later has consequences. It is important that members understand the indemnity.

Council Resolved

That Council:

1. **RECEIVE** the information in this report.
2. **APPROVE** the Human Ethics Committee 2023 Annual Report and delegate authority to the Vice Chancellor to sign the Annual Report on behalf of Lincoln University.

Resolution

MOTION CARRIED

10. General Business

There were no items of general business.

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 University Strategy Update	To enable free and frank expression of opinions by or between or to members or officers or employees of the University	7(2)(f)(i)
Ahumairaki Committee 1. Report 2. Minutes from meeting on 13 March 2024	To enable free and frank expression of opinions by or between or to members or officers or employees of the University	7(2)(f)(i)
Farms Committee 1. Report 2. Minutes from meeting on 15 March 2024	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)
Audit & Risk Committee 1. Report 2. Minutes from meeting on 19 March 2024	To avoid prejudice or disadvantage to the commercial activities of the University To prevent the disclosure or use of official	7(2)(h) 7(2)(j)

3. 2023 Annual Report 4. Fee Waiver Strategy 5. Draft FY23 Financial Results 6. Strategic Risk Register	information for improper gain or improper advantage	
Capital Asset Committee 1. Report 2. Minutes from the meeting on 19 March 2024 3. Burns Demolition Award Report	To enable free and frank expression of opinions by or between or to members or officers or employees of the University To avoid prejudice or disadvantage to the commercial activities of the University	7(2)(f)(i) 7(2)(h)
Health & Safety Report 1. 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)
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)
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)
Quarterly Staff Wellbeing Report	To enable free and frank expression of opinions by or between or to members or officers or employees of the University	7(2)(f)(i)

I move also that: Professor Grant Edwards (Vice-Chancellor), Prof Chad Hewitt (Provost), Ms K McEwan (Executive Director People Culture and Wellbeing), Miss Kristene Delamore (Senior Health & Safety Advisor), Mr Dave Bain (Change Manager), Prof Merata Kowharu (Deputy Vice Chancellor, Māori and Pasifika), Mrs S Roulston (Chief Operating Officer), Mr D Lodge (Deputy Vice-Chancellor, Student Life), Mr T Osborne (Director of Finance), Mr Alistair Pearson (Property Director), Mr R Michelle (Tumuaki-Takirua Te Awhioraki), Mr D Cooper (LUSA President), and Mr N 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 12.55pm

15. Closure and next Meeting

The meeting closed at 12.55pm.

The next meeting is scheduled for Tuesday, 30th April 2024 at 9am and will be held in Whare Auahu, ground floor in Waimarie, at Lincoln Campus.

CONFIRMED THIS 30th DAY OF April 2024

BRUCE GEMMELL

CHANCELLOR