



**LINCOLN**  
UNIVERSITY  
TE WHARE WĀNAKA O AORAKI

# LINCOLN UNIVERSITY COUNCIL

Minutes of a meeting held on Tuesday 29 April 2025 at 9:00am in Memorial Hall, Lincoln University and online via MS Teams

## Meeting Minutes

Present: Prof. Grant Edwards (Vice Chancellor), Michelle Ash, Janice Fredric, Prof. Derrick Moot, Dr Marjan van den Belt, Liz Hill-Taiaroa, Puamiria Parata-Goodall, Gabrielle Thompson, and Zara Weissenstein (each a Council Member).

Via MS Teams: David Jensen, James Parsons

In attendance: Mrs S Roulston (Chief Operating Officer)  
Mr N Heslop (Council Secretary)  
Prof C Hewitt (Provost)  
Prof H Bigsby (Dean, Agribusiness & Commerce Faculty)  
Mrs M Clayton & Prof E Stewart (Item 10)  
Mr Damian Lodge (DVC, Student Life)  
Mrs M Kawharu (DVC, Māori)  
Ms G O'Shaughnessy (Te Awhioraki Tumuaki)  
Mr S Hunter (Health & Safety Manager, Item 11&12)  
Mrs P Morrison (Academic Quality & Policy Manager, Item 15)

*Meeting started at 9.02am.*

### 1. Welcome/Karakia/Apologies

The Pro-Chancellor welcomed Councillors to the meeting and opened the meeting with karakia.

#### Resolution

That Council:

**RESOLVE** to receive an apology for absence from Bruce Gemmell.

*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 25<sup>th</sup> March 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 advising that draft terms of reference for a People and Culture Committee have been distributed to the working group for feedback with a view to bring a report back to Council in May 2025.

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

There were no items of general business.

**AgriBusiness & Commerce Faculty Presentation**

Professor Hugh Bigsby gave a presentation to Council. The slide deck of the presentation is in the Minutes Attachment (**Appendix A**).

The Pro Chancellor thanked staff for the informative presentation.

**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.

**Resolution**

That Council:

*Resolution*

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

**MOTION CARRIED**

**8. Vice Chancellor Delegations**

The report was taken as read.

LUSA advised that frequency of the drug testing service offered is to ascertain the level of demand and a report will come back to Council on the level of take up at the end of the year.

**Action: LUSA  
President**

Cr Parsons disagreed with the philosophy behind permitting drug testing services for illegal drugs on Campus.

## **Council Resolution**

That Council:

1. **NOTE** testing of drugs will take place on Lincoln University Campus on the following the following dates:

Thurs 8 May 12-3pm

Thurs 5 June 12-3pm

Tuesday 15 July 12-4pm

Thurs 7 August 12-3pm

Thurs 11 Sept 12-3pm

Thurs 16 October 12-4pm

**MOTION CARRIED**

## **9. LUSA Report**

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

- A new constitution has been adopted by LUSA.

## **Council Resolution**

That Council:

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

*Resolution*

**MOTION CARRIED**

## **10. Academic Board Report**

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

The Pro-Chancellor welcomed Megan Clayton and Emma Stewart who talked to two qualifications that are proposed to be introduced.

The report introduced an 'A, B, C, D' framework to analyse qualifications at Lincoln.

## **Council Resolution**

That Council:

1. **RECEIVE** the information in the Academic Board report.
2. **APPROVE** the proposals to introduce the Bachelor of Landscape Management and the Postgraduate Certificate in Academic Practice to be submitted to CUAP for Round 2, 2025.

*Resolution*

**MOTION CARRIED**

## **11. Health and Safety Report**

The report was taken as read.

No serious harm events during the March period.

No Worksafe interactions currently. The corrective actions have been implemented and Steve ensuring they are ongoing.

LU follows a process to identify high risk areas by looking at the volume of incidents in Risk Manager and benchmarking against other universities.

### **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**

### **12. Health and Safety Deep Dive: Field Trips & Tours**

The H&S Manager spoke to the report.

Purpose of a deep dive is to ensure that Council is aware of its responsibilities and to receive assurance that its due diligence responsibilities are well managed.

The University does have systems in place and a strong culture towards student safety. There are adequate resources in place to address risks on field tours.

Meeting with a stakeholder identified that it is possible that not all incidents are being reported. This will be a piece of ongoing work for the H&S Manager to clarify reporting thresholds and what are appropriate incidents' to be reported.

Council discussed impact of Health & Safety reporting thresholds and the resulting "sanitised experience" that can be had on field trips to limit risk factors.

### **Resolution**

That Council:

1. **RECEIVE** the information in the Health & Safety Deep Dive

*Resolution*

**MOTION CARRIED**

### **13. Appoint members to Human Ethics Committee**

The report was taken as read.

### **Resolution**

That Council:

1. **RECEIVE** the information in this report.

2. **NOTES** the recommendation by Prof. Grant Edwards, Vice Chancellor of the member candidates, their skills and expertise, and experience in consensus decision making.

3. **APPOINT** the following people as members of the Human Ethics Committee with effect from 7 May 2025:

*Resolution*

(a) Nazmun Ratna (general staff)

(b) Himasha Gunasekara (general staff)

(c) Thomas Kavanagh (general staff)

(d) Claire Beattie (general staff)

(e) Dr Melanie Betts (health representative & qualified health practitioner)

for a three-year term ending on 6th May 2028.

### **MOTION CARRIED**

#### **14. Policy Review – Human Ethics Committee**

The report was taken as read.

#### **Resolution**

That Council:

1. **APPROVE** the amendments to the Human Ethics Committee Policy as outlined in **Appendix A**.

*Resolution*

### **MOTION CARRIED**

#### **15. Policy Review – EDI**

The report was taken as read.

Council discussed the implications of having an EDI, its impact on stakeholder and research relationships.

Council noted the next steps are to stand up an EDI Taskforce and Framework reported to Council within the next three months as a priority.

#### **Resolution**

That Council:

1. **APPROVE** the revised Equity, Diversity and Inclusion Policy as attached in **Appendix A**.

*Resolution*

### **MOTION CARRIED**

#### **16. 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:*

<b>General Subject Matter</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Grounds under section</b>
<b>Freedom of Expression Legislation</b>	To avoid prejudice or disadvantage to the commercial activities of the University To maintain legal professional privilege	7(2)(h) 7(2)(g)
<b>International Student Enhancement Plan</b>		
<b>Executive Committee</b> 1. Report – appointing co-chair HEC	To protect the privacy of natural persons	7(2)(a)
<b>Audit, Risk, &amp; Assurance Committee Report to Council</b> 1. Report – business of Committee 2. Minutes from meeting on 15 April 2025 3. 2024 Annual Report 4. Hudson Accommodation Conversion 5. Whare Wānaka Detailed Design 6. IT Network Preplacement Project Contingency Release	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)
<b>Proposal to disestablish the Farms Committee</b>	To protect the privacy of natural persons	7(2)(a)
<b>Q1 2025 HR &amp; Wellbeing 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>Appoint Members to Council Appeals Committee</b>	To protect the privacy of natural persons	7(2)(a)

*I move also that:* Prof Chad Hewitt (Provost), Mr S Hunter (Health, Safety & Wellbeing Manager), Prof Merata Kawharu (Deputy Vice Chancellor, Māori and Pasifika), Mr Timothy Lester (General Counsel), 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**

The Pro-Chancellor led the closing karakia.

The meeting closed at 1:18pm.

The next meeting is scheduled for Tuesday, 27<sup>th</sup> May 2025 at 10:15am and will be held in Memorial Hall at Lincoln Campus.

CONFIRMED THIS 27<sup>th</sup> DAY OF May 2025

**PUAMIRIA PARATA-GOODALL**

**PRO-CHANCELLOR**