



**LINCOLN**  
**UNIVERSITY**  
TE WHARE WĀNAKA O AORAKI

## LINCOLN UNIVERSITY COUNCIL

### AGENDA & PAPERS

**At 9am on Tuesday, 30 April 2024 a meeting of Lincoln University will be held in Whare Auaha Meeting Room, Ground floor, Waimarie, Lincoln Campus**

**Click on this link to join the meeting: [Click here to join the meeting](#)**



### Vision

To be a globally-ranked, top-five land-based University, unlocking the power of the land to enhance lives and grow the future.



### Purpose

To facilitate excellent research and education to grow the knowledge of our students, and help shape a world that benefits from a greater understanding of the relationships between land, food and ecosystems.



### Strategy 2019-2028

#### Renewal Strategy

- 1 A distinctive Aotearoa New Zealand end-to-end student experience
- 2 Improved assets and sustainable operating models
- 3 A culture which stimulates and inspires staff and students

#### Shaping Strategy

- 4 A world-class research and teaching precinct
- 5 An organisation focused on meaningful partnerships
- 6 Facilitating growth

→ Supported by four plans

- 1 Research
- 2 Education
- 3 Māori
- 4 Partnership

### Values

Manaakitaka — Looking After People.



## Strategy Goals and priority areas in 2020-2024



### Renewal Strategy

#### Priority Areas

<b>Goal 1</b>	A distinctive Aotearoa New Zealand end-to-end student experience	→	Campus Living Laboratory Work integrated learning programme
<b>Goal 2</b>	Improved assets and sustainable operating models	→	Campus development Objectives and KPIs for academic and service support New and improved timetable Living standards framework
<b>Goal 3</b>	A culture which stimulates and inspires staff and students	→	Bicultural campus Increased professional development activities Workload allocation model

### Shaping Strategy

#### Priority Areas

<b>Goal 4</b>	A world-class research and teaching precinct	→	Land-based postgraduate research school Centres of Excellence Online and blended delivery
<b>Goal 5</b>	An organisation focussed on meaningful partnerships	→	Stakeholder engagement Research partnerships
<b>Goal 5</b>	Facilitating growth	→	Education partnerships Scholarships investment

# Council Meeting - 30 April 2024

CONFIDENTIAL



30 April 2024 09:00 AM - 12:00 PM

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Every Council Member has an obligation to declare any actual, potential or perceived conflicts of interest with any Lincoln University activities and to ensure that such conflicts of interest are noted and managed appropriately.	
3. <a href="#">Confirmation of the Minutes of the Previous Meeting</a>	10
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There were no outstanding items from the minutes	
5. Notice of Items of General Business	
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9am on Tuesday 28 May 2024, in Whare Auahu Meeting Room, ground floor, Waimarie, Lincoln Campus and by MS Teams.

## **Karakia Timataka**

Kimihia rapuhia

Whaia ki te Uru Tapu nui o Tane

Tane te waiora

Tane te wanaka

Tane te tokoraki

Putā ki te whaiao ki te ao marama

Tu te kana

Tu te maraka

Te tu hi te rarama

E noho te mataara nei

E roko whakairia ake ki ruka

Kia tina! tina! Haumi e! Hui e! Taiki e!

## **Opening Prayer**

Let us pursue and follow Tāne into the highest realms.

The sacred repository of knowledge.

Tāne, the waters of life and wellbeing.

Tāne, the repository of all knowledge and wisdom.

Tāne who propped up the heavens.

Bringing forth the light, the broad daylight so that all life realises its potential.

It is Tū who preserves and protects the sacredness of all.

It is Tū who awakens the path of light within, imbuing his qualities of vigilance.

That our eyes may ever focus on the path ahead, in order that we may pass over the state of tapu to allow the renewal of peace to be suspended from on high. Make it firm, it is firm.

Join it, gather it. It is done!



Council Meeting - 30 April 2024 - Disclosures of Interest

<b>STRICTLY CONFIDENTIAL</b>					
<b>2024 Lincoln University Council Members' Interests Register</b>					
<b>Councillor</b>	<b>Name of Company / Institution</b>	<b>Dates Applicable</b>	<b>Position</b>	<b>Comments</b>	<b>Updated</b>
Janice Fredric	Mainpower Ltd	Current	Director		Feb-22
Janice Fredric	Aurora Energy Limited	Current	Director		Jul-22
Janice Fredric	Aviation Security Services	Current	Chairman		
Janice Fredric	Civil Aviation Authority	Current	Chairman		
Janice Fredric	Unity Credit Union	Current	Chair of Audit and Risk Committee	Formerly Credit Union Baywide and Credit Union South ends on 28 October 2022	Oct-22
Janice Fredric	Green Power New Zealand Ltd	Current	Director	Resigned with effect from 12 May 2023	May-23
Janice Fredric	Mt Cass Wind Farm Ltd	Current	Director	Resigned with effect from 12 May 2023	May-23
Janice Fredric	Timaru District Council	Current	Independent member of Audit and Risk Committee		
Janice Fredric	NZ Shipwreck Welfare Trust	Current	Trustee		
Janice Fredric	Tregynon charitable Trust	Current	Trustee		
Janice Fredric	NIWA	Current	Director		
Janice Fredric	NIWA Vessel Management Limited	Current	Director		
Janice Fredric	NZ Growth Capital Partners Limited	Current	Director		11-Sep-23
Janice Fredric	Aspire NZ Seed Fund Limited	Current	Director		11-Sep-23
Janice Fredric	Elevate NZ Venture Fund GP Ltd	Current	Director		11-Sep-23
Bruce Gemmell	The Gemmell Group Limited	Current	Director, Shareholder		Feb-22
Bruce Gemmell	The Highlanders GP Limited	Current	Director		
Bruce Gemmell	Miramar Consolidated Limited	Current	Director		
Bruce Gemmell	The Second Little Pig Was Right Limited	Current	Director, Shareholder		
Bruce Gemmell	ATT Trustee Limited & associated subsidiaries	Current	Director	Non-trading	
Bruce Gemmell	Lincoln Agritech Limited	Current	Chair		
Bruce Gemmell	Lincoln University Centennial Trust	Current	Ex-officio Trustee		
Bruce Gemmell	Lincoln University Foundation Trust	Current	Ex-officio Trustee	Formally constituted 12 November 2019	
Bruce Gemmell	Gemmell Finance Limited	Current	Director, Shareholder		
Bruce Gemmell	Nitrolabs Limited & Associated companies	Current	Director		
Bruce Gemmell	Central Plains Water Limited	Current	Director		
Bruce Gemmell	Buller Electricity Limited & associated subsidiaries	Current	Director	Director from 1 September 2021	
Bruce Gemmell	Planz Consultants Ltd	Current	Director		
Bruce Gemmell	Nexia Limited	Current	Director		
Bruce Gemmell	Selwyn District Council	March 2024 - current	Independent member of Audit and Risk Committee	Appointed in March 2024	March-24
James Parsons	Ashgrove Genetics Limited	Current	Director		
James Parsons	Agfirst Northland Limited	Current	Director		
James Parsons	Trehear Limited	Current	Director, Shareholder		
James Parsons	Wools of New Zealand Holdings Limited	Current	Director		
James Parsons	Wools of New Zealand General Partner Limited	Current	Director		
James Parsons	Ashgrove Limited	Current	Director		
James Parsons	Ospri New Zealand Limited	Current	Director		
James Parsons	National Animal Identification and Tracing (NAIT) Limited	Current	Director		
James Parsons	TBFree New Zealand Limited	Current	Director		
James Parsons	Halter USA Inc	Current	Advisor		July-23
David Philip Jensen	Colebrook KiwiFruit Orchard GP Limited	2020-current	Chair		Feb-22
David Philip Jensen	Pongakawa Kiwifruit GP Limited	2020-current	Chair		
David Philip Jensen	Riverview Kiwifruit GP Limited	2020-current	Chair		
David Philip Jensen	Otamarakau Kiwifruit GP Limited	2020-current	Chair		
David Philip Jensen	Awakeri Orchard GP Limited	2019-current	Chair		
David Philip Jensen	El Dorado Orchard GP Limited	2018-current	Chair		
David Philip Jensen	Expressway Orchard GP Limited	2017-current	Chair		
David Philip Jensen	Gold Income GP Limited	2021-current	Chair		
David Philip Jensen	Eastpack Limited	2018-current	Director		

Council Meeting - 30 April 2024 - Disclosures of Interest

Councillor	Name of Company / Institution	Dates Applicable	Position	Comments	Updated
David Philip Jensen	Merrijig Development sLimited	Current	Shareholder		
David Philip Jensen	Figured Limited	Current	Shareholder		
David Philip Jensen	New Zealand Dairy Dessert Company	Current	Shareholder		
David Philip Jensen	Fonterra	Current	Shareholder		
David Philip Jensen	Zespri	Current	Shareholder		
David Philip Jensen	Eastpack Limited	Current	Shareholder		
David Philip Jensen	LIC	Current	Shareholder		
David Philip Jensen	Ballance Agri Limited	Current	Shareholder		
David Philip Jensen	Farmlands Co-operative Society Limited	Current	Shareholder		
David Philip Jensen	Napoli Orchard GP	2018-current	Chair		
David Philip Jensen	Eastern Orchards Orchard GP	2019-current	Chair		
David Philip Jensen	Chair Gliding NZ Trust	Current	Trustee		
David Philip Jensen	PinPoint Labs	Current	Chair and Director	Elected Chairperson January 2023	Jan-23
David Philip Jensen	Pasture Accelerator	Current	Chair	JV between MPI, PGW, DairyNZ and Barenburg NZ	Apr-23
Professor Grant Edwards	Lincoln University	Current	Vice-Chancellor		Feb-22
Professor Grant Edwards	Lincoln University Council	Current	Ex-officio Member		
Professor Grant Edwards	Universities New Zealand, (Vice-Chancellors Committee)	Current	Ex-officio Member		
Professor Grant Edwards	New Zealand Food Innovation (South Island) Limited	Current	Director		
Professor Grant Edwards	Lincoln Agritech Limited	Current	Director		
Professor Grant Edwards	Lincoln University Foundation	Current	Ex-officio Trustee		
Professor Grant Edwards	Lincoln University Centennial Trust	Current	Ex-officio Trustee		
Professor Grant Edwards	Lincoln University Alumni Association	Current	Ex-officio Patron		
Professor Grant Edwards	Member of Steering Governance Group, Forage Value Index, 2014-present	Current	Member		
Professor Grant Edwards	South Island Dairying Development Centre Leaders Forum Chair	Current	Chair		
Professor Grant Edwards	Biological Heritage National Science Challenge, Challenge Parties Working Group (Co-Chair as UNZ representative)	Current	Co-Chair		
Professor Grant Edwards	Committee of University Academic Programmes (CUAP)	Current	Chair		
Professor Grant Edwards	Don Hulston Foundation	Current	Ex-officio University Trust		
Professor Grant Edwards	Ivey Hall and Memorial Hall 125th Anniversary Appeal Gifting Trust	Current	Ex-officio University Trust		
Professor Grant Edwards	Ivey Hall and Memorial Hall 125th Anniversary Appeal Taxable Activity Trust	Current	Ex-officio University Trust		
Professor Grant Edwards	John Mowbray Howard Tripp Agricultural Scholarship Trust	Current	Ex-officio University Trust		
Professor Grant Edwards	J W and Carrie McLean Trust	Current	Ex-officio University Trust		
Professor Grant Edwards	Kathleen Ann Stevens Scholarship Trust	Current	Ex-officio University Trust		
Professor Grant Edwards	Leslie John and Lola June Struthers Trust	Current	Ex-officio University Trust		
Professor Grant Edwards	Sir Arthur Sims Scholarship Trust	Current	Ex-officio University Trust		
Professor Grant Edwards	Vernon Willey Trust	Current	Ex-officio University Trust		
Professor Grant Edwards	Academic Quality Agency Board (as UNZ representative)	Current	Member		August-23
Puamiria Parata-Goodall	Lincoln University	Current	Council Member and Consultant - Cultural Narrative		Mar-24
	Te Taumutu Rūnanga	Current	Consultant		
	Selwyn District Council	Current	Pou Ahurea, Cultural Advisor – Te Ara Ātea		
	AgResearch	Current	Consultant - Cultural Narrative		
	Te Pakura Limited	Current	Director, Shareholder, provides culture advice to Lincoln		
	Ngāi Tahu Fund	Current	Member		
	Canterbury Museum Board	Current	Member		
	Te Pae Korako Ngāi Tahu Archives & Whakapap	Current	Member		
	Rarotoka Management Limited	Current	Director, Shareholder		
Elizabeth Hill-Taiaroa	Te Taumutu Rūnanga	Current	Secretary & Oranga leader		Apr-23
Professor Derrick Moot	Lincoln University	Current	Professor		Jun-22
Dr Maria Janna van den Belt	Cogo Connecting Good Limited	Current	Shareholder		Jun-21
Dr Maria Janna van den Belt	College of Assessors of MBIE	Current	Member		
Dr Maria Janna van den Belt	EHF Fellowship	Current	Fellow		
Dr Maria Janna van den Belt	MPI-Fisheries New Zealand	Current	Chief Economist	Updated name of organisation	Sep-22

Council Meeting - 30 April 2024 - Disclosures of Interest

Councillor	Name of Company / Institution	Dates Applicable	Position	Comments	Updated
Dr Maria Janna van den Belt	Global Research Consortium (USA, China, Europe) Safe Seaweed by Design (research p	Current to Feb 2023	Member of Advisory Board	Research project involving representatives from USA, China, Europe	Sep-22
Gabrielle Thompson	Olsen Thompson Limited	Current	Director & Shareholder		
Gabrielle Thompson	Hollyfort Farm Limited	Current	Shareholder		
Gabrielle Thompson	Selwyn Thompson Limited	Current	Shareholder		
Gabrielle Thompson	Silver Fern Farms Co-Operative Limited	Current	Director		
Gabrielle Thompson	Thompson Family Trust	Current	Trustee		
Gabrielle Thompson	Pretty in Pink Charity Trust	Current	Trustee		
Gabrielle Thompson	Ballance	Current	Shareholder		
Gabrielle Thompson	Farmlands Co-Operative Ltd	Current	Shareholder		
Gabrielle Thompson	Thompson Property Trust	Current	Trustee		
Gabrielle Thompson	Ravensdown	Current	Shareholder		
Gabrielle Thompson	Thompson Forestry Limited	Current	Director and Owner	Effective from 15 December 2022	
Demetrio Cooper	Lincoln University Students' Association	Current	President		Dec-23

**Register of interests – Senior Leadership Team – 2024**

SMG member	Organisation	Date	Position	Notes
<b>Grant Edwards</b>	Lincoln University	Current	Vice-Chancellor	
	Lincoln University Council	Current	Ex-officio Member	
	Universities New Zealand, (Vice-Chancellors Committee)	Current	Ex-officio Member	
	New Zealand Food Innovation (South Island) Limited	Current	Director	
	Lincoln Agritech Limited	Current	Director	
	Lincoln University Foundation	Current	Trustee	
	Lincoln University Centennial Trust	Current	Trustee	
	Member of Steering Governance Group, Forage Value Index, 2014-present	Current	Member	
	South Island Dairying Development Centre Leaders Forum Chair	Current	Chair	
	Biological Heritage National Science Challenge, Challenge Parties Working Group (Co-Chair as UNZ representative)	Current	Co-Chair	
	Committee of University Academic Programmes (CUAP)	Current	Chair	
	Academic Quality Agency for New Zealand Universities (AQA)	Current	Board Member	
	Don Hulston Foundation	Current	Ex-officio University Trust	
	Ivey Hall and Memorial Hall 125th Anniversary Appeal Gifting Trust	Current	Ex-officio University Trust	
	Ivey Hall and Memorial Hall 125th Anniversary Appeal Taxable Activity Trust	Current	Ex-officio University Trust	
	John Mowbray Howard Tripp Agricultural Scholarship Trust	Current	Ex-officio University Trust	
	J W and Carrie McLean Trust	Current	Ex-officio University Trust	
	Kathleen Ann Stevens Scholarship Trust	Current	Ex-officio University Trust	
	Leslie John and Lola June Struthers Trust	Current	Ex-officio University Trust	
	Sir Arthur Sims Scholarship Trust	Current	Ex-officio University Trust	
	Vernon Willey Trust	Current	Ex-officio University Trust	
<b>Karen McEwan</b>	Lincoln University	2019-	Executive Director, People, Culture, and Wellbeing	

Updated Feb 2024

Council Meeting - 30 April 2024 - Disclosures of Interest

	Senior Management Group, Lincoln University	2019-	Member	
	Ceiling Clean WGTN Limited	1982-	Shareholder	
<b>Susie Roulston</b>	Lincoln University	2021-	Chief Operating Officer	
	Senior Management Group	2021-	Member	
	Hayden Roulston Limited	2017		Susie's Partner (sports Coaching)
	Lincoln University Property Joint Venture Limited	2022-	Director	From 1 December 2022
<b>Alistair Pearson</b>	Property Council New Zealand	2019-current	Executive	
<b>Chad Hewitt</b>	Royal Society of New Zealand	Current	Member	
	Universities New Zealand, DVC Research Committee	Current	Ex-officio member	
	Universities New Zealand, DVC Academic Committee	Current	Ex-officio member	
	Universities New Zealand, CUAP	Current	Ex-officio member	Effective 31/10/2023
	NZ Synchrotron Group Ltd	Current	LU Representative	
	College of Assessors	Current		
	Better Border Biosecurity Collaboration Council	Current	Member	
	LU Senior Management Team	2023-		
<b>Merata Kawharu</b>	Tūranga Trustees Limited	Current	Director	
	Nukuroa Consulting Limited	Current	Director & Shareholder	
	Takarangi Limited	Current	Director	
	E Mara E Limited	Current	Director & Shareholder	



## 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 Mori (87.5%) and Pasifika (81.1%) students are higher than non-Māori in Manaaki Tauiira

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.

*Resolution*

**MOTION CARRIED**

**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.

*Resolution*

**MOTION CARRIED**

**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.

*Resolution*

**MOTION CARRIED**

**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:*

<b>General Subject Matter</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Grounds under section</b>
<b>Lincoln University Strategy Update</b>	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)
<b>Ahumairaki Committee</b> 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)
<b>Farms Committee</b> 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	7(2)(h) 7(2)(j)

	advantage	
<b>Audit &amp; Risk Committee</b> 1. Report 2. Minutes from meeting on 19 March 2024 3. 2023 Annual Report 4. Fee Waiver Strategy 5. Draft FY23 Financial Results 6. 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>Capital Asset Committee</b> 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)
<b>Health &amp; Safety Report</b> 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)
<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>Quarterly Staff Wellbeing Report</b>	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, 30<sup>th</sup> April 2024 at 9am and will be held in Whare Auahu, ground floor in Waimarie, at Lincoln Campus.

CONFIRMED THIS 30<sup>th</sup> DAY OF April 2024

**BRUCE GEMMELL**

**CHANCELLOR**

UNCONFIRMED



## LINCOLN UNIVERSITY COUNCIL

Minutes of a meeting held on Tuesday 23 April 2024 at 9am 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-Taiaoroa, Mr D Jensen, Mrs J Fredric, Prof Derrick Moot (each a Council Member)

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 10.17am.

#### 1. Welcome/Karakia/Apologies

Mrs Parata Goodall opened the meeting with a karakia.

#### 2. Disclosures of interests

The interest register was NOTED.

#### 3. Notice of items of General Business

There were no items of general business.

#### 4. Final 2023 Annual Report and Financial Statements

The report was taken as read.

The Chancellor welcomed Yvonne Yang & Cole from Audit NZ to the meeting.

The Chief Operating Officer informed Council:

- The appropriations statement will be withdrawn from the Annual Report because there were no appropriations in the relevant period.

The Chancellor outlined the sequence of events surrounding a perceived conflict of interest in the potential sale of an asset at Lincoln Agritech Limited.

The Chancellor noted the Conflicts of Interest Policy is currently going through a review and suggested it may be appropriate to strengthen notifications required

around a potential conflict of interest.

Audit NZ advised Council about the audit process:

- The audit has progressed well and Council, management, and staff were thanked for their assistance.
- Audit NZ is satisfied the financial statements and statement of service performance fairly present Lincoln University's activity for the year, as well as its financial position.

### **Council Resolution**

That Council:

1. **RECEIVE** the Final Draft 2023 Annual Report, Financial Statement Letter of Responsibility and Audit Representation Letter.
2. **ADOPT** the 2023 Annual Report, including the Financial Statements and Statement of Service Performance, subject to non-substantive disclosure amendments to the Financial Statements and Statement of Service Performance on request of Audit NZ.
3. **AUTHORISE** the Chancellor and Chair of ARC to receive the Management Representation Letter and sign the Audit Representation Letter on behalf of Lincoln University and review and sign the final accounts.

*Resolution*

**MOTION CARRIED**

### **5. General Business**

There were no items of general business.

### **6. Closing Karakia**

Puamiria Parata-Goodall closed the meeting with a karakia.

### **7. Closure and next Meeting**

The meeting closed at 10.48am.

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

CONFIRMED THIS 30<sup>th</sup> DAY OF April 2024

**BRUCE GEMMELL**  
**CHANCELLOR**

UNCONFIRMED

Council Meeting - 30 April 2024 - Matters Arising from the Minutes

Council and Committee Action Register as at 24/04/2024

Meeting	#	Action	Responsibility	Date	Item	Due	Notes	Status	Visible
Council	557	Council requested trend analysis for gender reporting on senior academic positions and a pay gap analysis on an annual basis.	Karen McEwan	27/02/2024	11	29-Oct-24	Suggested this can be included in the HR report following annual round of performance reviews.	Current	Y
Council	558	Human Ethics Committee Terms of Reference Review	Chad Hewitt & Grant Taviner	26/03/2024	9	28-May-24		Current	Y



## Chancellor's Office

Version: 1.0

## Chancellor's Meetings & Correspondence

Author/s: Nathaniel Heslop

Date: 24 April 2024

### Purpose

This report summarises the stakeholder meetings undertaken by the Chancellor in between 27 March 2024 through to Council on 30 April 2024.

### Executive Summary

#### Stakeholder meetings

3 April 2024	Appointment & Remuneration Committee
23 April 2024	Audit & Risk Committee
23 April 2024	Extraordinary Council Meeting

#### Other Engagements

9 April 2024	Meeting with Vice Chancellor
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#### Correspondence

9 April 2024	Correspondence with Brannigans concerning Lincoln Agritech CEO recruitment
18 April 2024	Request for information from Minister of Education



## Lincoln University Vice-Chancellor's Monthly Report to Council

**Month:** 18 April 2024

In a significant move, the Government unveiled its plans in March to transform New Zealand's science and university sectors to boost the economy. This initiative includes forming two advisory groups chaired by Sir Peter Gluckman, tasked with guiding the contributions of these sectors to lift productivity and economic growth. The Science System Advisory Group is tasked with examining challenges within the science sector, while the University Advisory Group (UAG) focuses on the effectiveness of the current university system in supporting excellence in teaching and research. The Vice-Chancellors recognise the critical importance of this initiative and following initial discussions with Sir Peter, anticipate his continued consultative engagement with the sector.

Members of UAG include Auckland University's Emeritus Professor Alastair McCormick (also a TEC Commissioner); Arihia Bennett (former CE of Te Rūnanga o Ngāi Tahu); John Allen (CE of WellingtonNZ, and Chancellor of Victoria Uni); Phil O'Reilly (consultant and former Business NZ CE); Bella Takiari-Brame (professional director); Emeritus Professor Sir David Skegg (former Otago University VC); and Dame Paula Rebstock (consultant and professional director). The Group will work in their roles listed until Feb 2025.

Given the UAG's expanded focus on assessing the Performance Based Research Fund (PBRF), the PBRF Quality Evaluation scheduled for 2026 has been cancelled. PBRF funding will continue to be allocated based on 2018 Quality Evaluation results. Despite the University's considerable effort and investment into preparing for the 2026 PBRF round, our commitment to enhancing our research performance and culture remains steadfast. The University's timely 2024-2028 midpoint update on our ten-year strategy confirms our strategic intent, including University-wide Priorities and Actions for the 2024-2028 period and measures of success. The strategy reaffirms our response to anticipated challenges while remaining firmly committed to our role as a specialist university, specifically cultivating work-ready graduates and conducting impactful research that grows the economy and achieves better social outcomes.

Following Council's endorsement of the 2024-2028 midpoint update on our ten-year strategy, the living document is being prepared for distribution to the Senior Leadership Team members for dissemination with their teams and incorporation into their planning activities. Additionally, a comprehensive presentation on the updated strategy will be delivered during the All Staff Briefing on 29 May. Furthermore, the Vice-Chancellor and SLT will begin a broader narrative aimed at engaging all stakeholders including at significant events such as Graduation.

### Growth in partnerships and programme pathways

Lincoln University has signed a MoU with Henan University of Economics and Law (HUEL) from Henan province in China and was honoured to host a delegation from HUEL led by Vice President Professor Jinrui Zhu. The new MoU formalises a partnership to proceed with articulation programmes to pathway HUEL students to our Bachelor of Commerce and Master of Professional Accounting (CPA) programmes. HUEL has more than 26,000 full-time undergraduate students and 2,600 postgraduates located across three campuses and 26 schools which offer 68 undergraduate programmes, 12 master's academic degree programmes under first-class disciplines, and 8 master's professional degree

programmes. Dr Sun Shuzhang, the Deputy Dean of the School of Accounting at HUEL, is one of Professor Christopher Gan's PhD graduates and has been the key advocate for the MoU.

### Academic promotions

The University is proud to announce the esteemed recognition of Professor Leo Condon, who has been awarded Lincoln University's most prestigious title of Distinguished Professor. The title is reserved for up to four academics at any one time and recognises leadership of the highest order in research and education at an institutional, national and international level. Leo's appointment to Distinguished Professor of Soil Science acknowledges his world-class leadership and international eminence in his field of soil phosphorus dynamics and the interplay with organic phosphorus.

We are also delighted to announce the appointment of four Lincoln University academics to the position of professor in 2024. Congratulations to Professors Wanglin Ma, James Ross, Jim Moir and Emma Stewart. Each new Professor is an expert in their field of research, playing a leading role in the University's drive towards national and international excellence research impact.

We would also like to congratulate Professor Tim Smith for receiving the well-deserved honour of Emeritus Professor at the University of the Sunshine Coast (UniSC). Tim joined Lincoln University as Dean of Environment, Society and Design in July 2023 after a long association with UniSC, and we are delighted to have a leader of his stature and reputation as part of our University whānau.

### Steady Campus Development Programme progress

The hard demolition phase of the Burns demolition project has started with a high community interest in the deconstruction of this landmark building. Over the next few weeks, the high-reach digger will be the sole operative gradually reducing the building to level four. Two smaller diggers will then join the demolition works. Between 85-90% of the demolished material will be recycled and used in future construction projects around Aotearoa.

### Global rankings

The University has retained its standing amongst 1561 worldwide institutions, achieving globally-ranked placements in the 2024 QS World University Rankings. The University had four subjects ranked, with two in the top 150. While a further seven subjects achieved the minimum threshold, the score was not high enough for a published rank.

Agriculture and Forestry ranks 101-150 worldwide and is the University's highest-performing subject across all the components. 1,236 institutions were analysed for this subject with only 450 published. Hospitality and Leisure Management ranked 51-100, up from 100-150 in 2023, and is the University's highest QS subject ranking. Both Environmental Science and Economics and Econometrics ranked 501-520.

The Quacquarelli Symonds (QS) World University Subject Rankings are an offshoot of the main QS World University Rankings. The components used to rank institutions in the subject areas include a survey of academics, a survey of employers, the average number of citations per publication (excluding self-citations), the calculation of an H-index<sup>1</sup> and an International Research Network (IRN) metric. The weighting applied to each component to generate a final ranking varies depending on the subject. This highlights a measure of perception as opposed to actual performance, given the reliance by QS on academic and employer surveys to measure performance. All eight New Zealand universities had at least one subject ranked by QS. Five of eight universities had at least one subject that was ranked in the top 50.



Kia ora koutou

LUSA has held its first round of Course Rep sessions for the semester with 6 different meetings being held which were split into undergrad and postgrad for each faculty. We have established a Team's channel so all relevant University and LUSA members will be able to view and follow up on feedback more easily. In great news for the first time, we have a faculty follow up with us after the Student Rep Dean meetings, and they shared with us the actions they had taken, and the examiners response to the feedback they received. Closing the feedback loop ensures that students are aware their voices are being heard and it will encourage them to speak up and continue to provide us with feedback in the following semesters. We look forward to the other faculty following suit ensuring that student voice is heard.

Another thing that LUSA has noticed for the Course Rep meetings is that subjects that have previously had many issues/ suggestions raised but have now gone through the Manaaki Tauria Course Enhancement Programme, we are experiencing less high-level concerns than we did beforehand. It is great to see the hard work that's been put in by everyone involved and the difference we now see.

We have co-hosted a postgraduate morning tea with the university around what type of working environment is best suited based on a range of factors such as quiet, collaborative, full-focus individual spaces and we also collected data based on their faculty and if they were international or domestic.

An issue that many students are facing currently is with Wi-Fi. It has been raised many times at many different committees and boards, and LUSA understands work is actively being undertaken to improve the issues. However, it is the single biggest issue that is raised to me by students, in accommodation, lecture theatres and in general study spaces. Issues of speed, randomly dropping out and not being able to connect at all.

We have also released a new issue of our student magazine the RAM, with the most club articles that have been seen in recent issues. I also published that LUSA has applied for our Special Liquor Licence Application to the Selwyn District Council for the event.

"In other news, LUSA has been doing a lot of work behind the scenes to see Garden Party return for 2024 and am pleased to say that we have now submitted our Special Liquor Licence Application to the Selwyn District Council for the event. If this application is successful, it will see Garden Party return to the LU Sports Field with an estimated 3500 attendees (same as in previous years). We will be sure to keep the student body updated regarding the outcome of the Special Licence Application and further details."

In the last month, Te Awhioraki has been active in hui around the country. We held a Māori postgrad hui at the whare at the end of last term. The key findings from this hui were that postgraduate tauria are happy to pay student service levies, and they realise that the support systems are utilised more by undergraduates. They understand that undergraduates depend on the services, as they were once undergraduates themselves. In terms of academic pathways, Māori postgrads are very individual in how they got their role. Most of them were shoulder-tapped into their roles, and therefore found the process easy. Finally, the nature of their role is individual work, and they do feel isolated in their departments. There is a lack of mātauranga within faculties, and they feel as if they do not have access to bounce ideas off from a Māori perspective. Te Awhioraki are working towards having a Māori research hui every month, to accommodate our postgrad tauria.

We also hope to incorporate them more into our events, as they are keen to engage with undergraduates.

Kendall and I attended Hui Kairahi in Wellington over the break. This is a nationwide hui from each Universities Māori Association. From their respective reports, it was positive to see Te Awhioraki trending above the pack. We are financially stable, have a growing cohort, and are well supported by our university. Furthermore, our presence on respective boards and councils is greater than other Associations. Other rōpū are struggling with some internal issues and leads on to Te Huingā. This is a nationwide hui and was held in Ōtautahi last year. This year, it is still undecided whether huingā will occur, due to the stability of rōpū to host, and the overall arching rōpū, Te Mana Akonga. If it does not go ahead, we are planning on a downscaled version, between Otago, UC, and LU.

Finally, we are hosting a multisport event this week. We have a cultural and offsite event in the pipeline and will offer support to our taura heading into the exam season. We are aiming to finish this semester strong, and plan well ahead for Semester 2 as I retire from the executive.

Ngā mihi

Demetrio & Reece



## Vice-Chancellor's Office

Version:

## Academic Board

Author/s: Paula Morrison

SLT Authoriser: Professor Grant Edwards, Chair

Date: 23/04/2024

### 1. Purpose

To provide a summary of the public meeting of the Academic Board held on 10 April 2024.

#### Content

1. Executive Summary
2. **Appendix One:** Full Academic Board Report for April 2024.

### 2. Recommendations

1. That the Academic Board report be **NOTED**.

### 3. Executive Summary

Academic Board met for the third in 2024 on Wednesday 10 April in the Council Chambers.

Standing reports were received from the Academic Administration Committee, the Learning and Teaching Committee and the Research Committee.

The Board approved the introduction of two new courses, a modification to one existing course, a modification to the course schedules for two existing diplomas, Terms of Reference for the Learning and Teaching Committee CapEx Review Subcommittee, revisions to the LU Excellence in Teaching Awards Procedures, and revisions to the Academic Programme Policy.

A comprehensive discussion on summer school structure and academic date setting took place. A more in-depth analysis and options will be submitted to the Board at the next meeting.

A response from the Dean of the Faculty of Environment, Society and Design to recommendations from the External Review Panel of the Master of Natural Resources Management and Ecological Engineering was noted.

The Board endorsed a proposal to development an implementation and consultation plan for an Academic Governance Framework.

## Vice-Chancellor's Office

### Academic Board Report April 2024

Academic Board held its third meeting of the year on Wednesday 10 April 2024 in the Council Chambers. The agenda included standing reports from the Academic Administration Committee, Learning and Teaching Committee and Research Committee, papers on summer school and academic date setting, academic governance, and a response to recommendations following the external review of the Master of Natural Resources Management and Ecological Engineering.

#### **GOAL 1 - A DISTINCTIVE AOTEAROA NEW ZEALAND END-TO-END STUDENT EXPERIENCE**

##### **Master of Natural Resources Management and Ecological Engineering – External Programme Review Recommendations**

The Dean of the Faculty of Environment, Society and Design provided a response to recommendations from the External Programme Review of the Master of Natural Resources Management and Ecological Engineering (MNaRMEE) which was undertaken in 2023. This is a jointly-awarded programme between Lincoln University and BOKU (The University of Natural Resources and Life Sciences, Vienna).

An External Programme Review is a key element in the University's Academic Quality Framework. Its overall purpose is to evaluate a programme's academic quality, structure, curriculum, teaching, learning, assessment, delivery, student outcomes, and the ability of graduates to meet the Graduate Profile. It is not used to determine the economic viability of a programme. The results of an External Programme Review can be used to provide assurance of quality for students, staff, faculties, stakeholders, and the wider University community.

Lincoln University will continue to offer the MNaRMEE, however it will be refined throughout 2024, including input from the new programme coordinator and any revision to the LU Māori curriculum. Any potential curriculum changes will also involve consultation with BOKU prior to internal LU committee discussions and CUAP submission, including any possible name change for the degree. ESD will also explore mechanisms (subject to 2025 budget approval) to support the partnership such as through increased marketing and supporting staff or student exchanges.

#### **GOAL 3 - A CULTURE WHICH STIMULATES AND INSPIRES STAFF AND STUDENTS**

##### **Higher and Honorary Degrees**

The Research Committee had discussed a paper on the nature and use of higher and honorary degrees and had considered the costs and benefits of introducing something that is seldom used. However, the outcome was that they felt that for completeness and equity the proposed higher doctorates should be pursued. The Provost will present a paper to the Board's May meeting.

## **GOAL 4 - A WORLD-CLASS RESEARCH AND TEACHING PRECINCT**

The Board approved the introduction of two new courses:

### **BMGT 102 Introduction to Entrepreneurship**

This elective course, proposed by the Entrepreneur in Residence in the Faculty of Agribusiness and Commerce, introduces a foundational entrepreneurship course to bridge the educational gap in this field. It has been designed to familiarise students with the key concepts, challenges, and opportunities in starting and managing a business, and focuses on skill development. Students will learn to identify market opportunities, frame business models, assess risks, and make informed decisions, fostering a culture of innovation, problem-solving, and resilience crucial for successful entrepreneurs.

### **COMM 204 Sustainability Analysis and Actions**

This course is compulsory in the Bachelor of Commerce (Sustainability) and a soft-core in the Bachelor of Sustainable Tourism. It is intended to provide a broad set of skills and knowledge in sustainability, recognising the three pillars of environment / social / economics, but with an emphasis on the economic perspective. It will be presented in a land-based context. This is consistent with the overall strategy and focus of the University and the Faculty of Agribusiness and Commerce.

### **Modifications**

The Board approved a minor modification to **DESN 603 Advanced Design Project** (deletion of a prerequisite), and a modification to the course schedules for the **Diploma in Agriculture** and the **Diploma in Horticulture**. COMP 102 Technology and Communication replaced COMP 021 Computing and Communication which required substantial changes to update and meet current farming and horticultural technology and digital needs.

### **Performance-Based Research Fund (PBRF)**

The Provost reported on TEC's announced that PBRF for 2026 had been suspended. In the meantime, the government has announced that there will be two reviews:

- The University Advisory Group will consider the effectiveness of the current university system, including reviewing PBRF. The group will complete an initial report by 30 August 2024, and a second is intended to be completed by February 2025. The first report is a scene setting exercise with some indication about the next iteration of what PBRF might look like – most probably a metricised approach.
- The Science System Advisory Group, oriented as a follow-on from Te Ara Paerangi, but with a very clear focus about what the science system in Aotearoa New Zealand should look like, noting that science is broadly defined as research, not natural science. This group will produce a first report in June and a second in October.

Both groups will be chaired by Professor Sir Peter Gluckman.

### **Teaching Recognition**

The Board supported, in principle, the introduction of a Teaching Shout-Out and a Teaching Shout-Out of the Month to recognise teaching staff who have had a positive impact on the learning and teaching environment at Te Whare Wānaka o Aoraki | Lincoln University. Taurira | students can give a shout-out to recognise an individual for their Manaakitaka and the mahi

they do to uphold the University's values. Staff can also give a shout-out to colleagues. Further refinement of the proposal has been requested.

### **Academic Policy and Procedures**

#### *Academic Programme Policy*

This policy supports Te Whare Wānaka | Lincoln University's commitment to ensure its programmes are current, quality assured and reviewed, and meet the requirements of students and stakeholders. The Board approved amendments to nomenclature and the addition of te reo Māori headings.

#### *Lincoln University Excellence in Education Awards Procedure*

The Board approved revisions to the Lincoln University Excellence in Education Awards Procedure including the introduction of new guidelines and a criteria document. This award recognises significant accomplishments and achievements of Lincoln University staff in pursuit of the University's strategic direction and objectives. The Lincoln University Excellence in Education Awards Portfolio Criteria have been closely aligned to the Te Whatu Kairangi Aotearoa Tertiary Educator Awards Criteria and up to four award recipients will be eligible to apply for the Te Whatu Kairangi Aotearoa Tertiary Educator Awards.

### **Academic Governance Framework**

The Director, Pathways and Quality, presented a revised first stage of the academic governance framework for endorsement. Descriptive and prescriptive changes had been made following feedback from the Board in November 2023.

The Board endorsed the paper, and an implementation and consultation plan will be prepared for the Senior Leadership Team.



## Vice-Chancellor's Office

Version: 1

# Adopt new Conferment of Qualifications Regulations

Author/s: Nathaniel Heslop

SLT Authoriser: Grant Edwards

Date: 23/04/2024

## 1. Purpose

This report seeks one decision from Council to approve a new Conferment of Qualifications Regulations.

The proposed regulations clarify that a qualification can be conferred at a Council meeting. This will enable the University to have graduation celebrations and not require a quorum of Council at each graduation ceremony.

The Conferment of Qualifications Regulations specifically states that Lincoln University can revoke a qualification if, after conferment and following due process, additional information is presented that warrants the revocation of a qualification to a student.

## 2. Contents

3. Recommendation
4. Executive Summary
5. Resource Implications
6. Strategic and Policy Framework Implications
7. Next Steps
8. **Appendix A:** Proposed Conferment of Qualifications Regulations

## 3. Recommendations

### Resolution

That Council:

1. **RECEIVE** the information in this report.
2. **NOTE** it is intended that all qualifications will be conferred to recipients by way of resolution at a Council meeting no later than 30 April each calendar year.
3. **NOTE** an increasing number of graduands require the University to adopt more efficient methods of holding graduation ceremonies.
4. **NOTE** that section 283(2)(a) Education and Training Act 2020 vests the power to award qualifications in Lincoln University Council, and that this power may not be delegated.
5. **APPROVE** the Conferment of Qualifications Regulations as outlined in Appendix A.

## 4. Executive Summary

The Conferment of Qualifications Regulations is based on similar regulations at other tertiary institutions in New Zealand.

Lincoln University does not have a regulation that identifies who is eligible to graduate and the process of conferring qualifications.

Historically Lincoln University has relied on its statutory power outlined in section 283(2)(a) of the Education and Training Act 2020 and convention to award qualifications at a graduation ceremony.

Approving this regulation will still require Council to convene a quorum at each graduation ceremony until such time as the LUCAS software system used by Student Administration Services is upgraded to increase capabilities.

Lincoln University does not have any written right to revoke a qualification after it has been conferred. While principles of natural justice suggest that the Council should have this power, after discussion with the University Legal Counsel, it was decided that it is best for this power to be explicitly referred to in a regulation; see section 6(b) of the Qualifications Regulations.

These regulations have been reviewed and approved by the University Legal Counsel.

## 5. Resource Implications

There are no resource implications for Council.

## 6. Strategic and Policy Framework Implications

<i>Strategic alignment with priority objective areas in Lincoln University Strategy 2019-2028</i>	<b>Goal 1</b>	A distinctive Aotearoa New Zealand end-to-end student experience	<input checked="" type="checkbox"/>
	<b>Goal 2</b>	Improved assets and sustainable operating models	<input checked="" type="checkbox"/>
	<b>Goal 3</b>	A culture which stimulates and inspires staff and students	<input type="checkbox"/>
	<b>Goal 4</b>	A world-class research and teaching precinct	<input type="checkbox"/>
	<b>Goal 5</b>	An organisation focused on meaningful partnerships	<input type="checkbox"/>
	<b>Goal 6</b>	Facilitating Growth	<input type="checkbox"/>

### Strategic Alignment

This report supports the Lincoln University Strategy 2019-2028 by providing a clear process for the awarding and, if necessary, revocation of qualifications at Lincoln University.

### Policy Consistency

This decision is consistent with the University's Plans and Policies.

## 7. Next Steps

The new regulation will be uploaded to the University Policy Library.

# POLICIES AND PROCEDURES



## Conferment of Qualifications Regulations

**Last Modified:** New  
**Review Date:** 29/2/2027  
**Business Owner:** Vice Chancellor  
**Approval Authority:** Council

### 1. Qualifications of the University

The qualifications of the University that are able to be conferred are published in the Lincoln University Calendar, as may be amended from time to time.

### 2. Certificate of Proficiency

Certificates of proficiency will be noted on a student's transcript only and will not be conferred at a graduation ceremony or by notice of Council.

### 3. Honorary Degrees

The University Council may confer an honorary degree to any person who has been recommended for the degree by the Awards Committee or an ad-hoc committee of the University Council.

Honorary degrees will be conferred in:

- (a) Doctor of Commerce
- (b) Doctor of Natural Resources
- (c) Doctor of Science
- (d) Doctor of Social Science

### 4. Eligibility to Graduate

A student becomes eligible to graduate with a qualification on the date when the student is credited with all courses and completes all other requirements for the qualification.

In order to receive their qualification a student must apply to the University Registrar on the prescribed form.

If a student eligible to graduate dies before applying then their personal representative or next-of-kin may apply to receive the qualification on their behalf.

A student may elect to receive their qualification at a graduation ceremony if they apply by the required deadline for that ceremony. Alternatively, a student may receive their qualification in absentia.

The University Council may refuse to grant any qualification if satisfied that the student:

Made any untrue or misleading statement or engaged in any dishonest practice in relation

*Conferment or Qualifications Regulations*

*Page 1 of 7*

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to the qualification; or

Committed a serious breach of any academic regulation, policy, rule or code of the University in relation to the qualification.

## 5. Conferment of Qualifications

Qualifications will be conferred at a meeting of the University Council.

A graduand who has qualified and applied for the conferment of a qualification, will receive a testamur under the hand of the Chancellor, or in the absence of the Chancellor, the Pro-Chancellor or Vice-Chancellor, signed by the University Registrar and sealed with the University seal, certifying that the degree has been conferred or diploma or certificate presented.

The testamur will show where appropriate:

- (a) the qualification conferred; and
- (b) the subject or subjects for which the qualification is endorsed; and
- (c) the meritorious annotation of Honours or Distinction including the class achieved.

Where the qualification subsumes other qualifications, these will not be shown on the testamur but will be noted on the transcript.

A student may only graduate once for a qualification and receive a single testamur.

If a graduand dies before receiving the qualification then it will be granted posthumously unless the student's personal representative or next-of-kin, with the consent of the University Council, withdraws the application.

## 6. Surrendering or Withdrawal of Qualifications

The University Council may withdraw any qualification conferred or issued in error.

The University Council may withdraw any qualification from a graduate and remove them from the list of graduates if satisfied that the student:

made any untrue or misleading statement or engaged in any dishonest practice in relation to the qualification; or

committed a serious breach of any academic regulation, policy, rule or code of the University in relation to the qualification.

If the University Council decides not to exercise its discretion to withdraw any qualification from a graduate, the University Council may decide to resolve the matter in any other reasonable way.

The University Council may withdraw any honorary qualification from a graduate and remove them from the honours list if satisfied that they have brought the institution into disrepute.

A graduate may surrender their qualification and be removed from the list of graduates by application to the University Registrar.



## Chancellor's Office

Version: 1.0

# Council Member Appointments to Committees for 2024

Author/s: Nathaniel Heslop

Date: 19 March 2024

## Purpose

The purpose of this paper is to facilitate the appointment of Council members to Committees of Council in 2024.

## Resolution

Pursuant to s283(4) Education and Training Act 2020 Council:

1. **APPOINTS** Puamiria Parata Goodall to the following Committees of Council for the remainder of 2024:
  - a. the Audit and Risk Committee.
  - b. the Capital Asset Committee.
  - c. the Appointment and Remuneration Committee
  - d. the Awards Committee.
  - e. He Toki Tarai
2. **CONFIRMS** appointments of Council members for the remainder of 2024 as outlined in Appendix A.
3. **NOTES** Derrick Moot was appointed to the Human Ethics Committee in 2022 for a term of three years.
4. **NOTES** the Chancellor is an ex officio member of every committee of the Council.
5. **NOTES** the Vice Chancellor is an ex officio member of every Council committee except for any special committee established to determine conditions of employment for the Chief Executive Officer or related matters.

## Executive Summary

Council is empowered under s283(4) Education and Training Act 2020 to appoint persons to committees (whether or not members of the council), and to alter, discharge, and reconstitute the committees so appointed.

Following the commencement of Puamiria Parata-Goodall’s term on Council on 1 March 2023, and her appointment as Pro-Chancellor, it is an opportune time to present this report.

A proposal to disestablish He Toki Tarai will be considered by Council at a future meeting. Until that time, it is appropriate to appoint Puamiria Parata-Goodall as chair in place of Emeritus Professor James McWha.

The Human Ethics Committee terms of reference state the term of appointment for the Council appointee shall be three years, all other Council appointments to a committee are for one year.

The following table outlines how membership of each committee is constituted. The third column confirms the number of members Council is responsible for appointing.

<b>Committee</b>	<b>Membership according to respective Terms of Reference</b>	<b>Appoint</b>
ARC	<ol style="list-style-type: none"> <li>1. Not more than four external, non-executive Councillors. At least one member should have accounting or related financial management experience.</li> <li>2. The Chancellor and Vice-Chancellor are ex-officio members but shall not chair.</li> <li>3. Up to two further committee members co-opted by Council</li> </ol>	Up to four external, non-executive Councillors
CAC	<ol style="list-style-type: none"> <li>1. Two Council Members, at least one of whom shall be a member of ARC.</li> <li>2. The Chancellor and Vice-Chancellor are ex-officio members.</li> <li>3. An additional person co-opted by the Convenor (in an advisory capacity).</li> </ol>	Two Council members (at least one of whom is on ARC)
He Toki Tārai	<ol style="list-style-type: none"> <li>1. Minimum of two Council members, at least one of whom shall be a member of ARC</li> <li>2. Chancellor and Vice-Chancellor (ex-officio)</li> </ol>	At least two Council members (at least one of whom is on ARC)
Farms	<ol style="list-style-type: none"> <li>1. Up to two Council members, one of who shall be the Convener</li> <li>2. Up to three external members with relevant farming experience at a governance level</li> <li>3. The Dean of AGLS or nominee</li> <li>4. The Vice-Chancellor or nominee</li> <li>5. One staff member nominated by the Vice-Chancellor with relevant farm management or advisory responsibilities for the University’s farms.</li> </ol>	Up to two Council members (one of whom shall be the Convener)
Awards	<ol style="list-style-type: none"> <li>1. Chancellor</li> <li>2. Pro-Chancellor</li> <li>3. Vice-Chancellor</li> <li>4. Academic Board Chair</li> <li>5. One other member of Academic Board</li> <li>6. Te Rūnanga o Ngāi Tahu Council Member</li> <li>7. One Staff Council Member</li> <li>8. Student Council Member</li> <li>1. President, LU Alumni Association (LUAA)</li> </ol>	One of the Council members elected by staff

Appeals Committee	<ol style="list-style-type: none"> <li>1. Chancellor or Pro-Chancellor</li> <li>2. Council member nominated by LUSA</li> <li>3. Council member nominated by Council</li> <li>4. External legal representative appointed by Council</li> </ol>	One member nominated by Council.
REM	<ol style="list-style-type: none"> <li>1. Chancellor</li> <li>2. Pro-Chancellor</li> <li>3. Up to three other members of Council who are not a staff member or student of the University</li> </ol>	Up to three members of Council who are not employee or student representatives
Human Ethics Committee	One member appointed by Council	Nil
Ahumairaki	<ol style="list-style-type: none"> <li>1. Chancellor</li> <li>2. Te Rūnanga o Ngāi Tahu Council member</li> <li>3. Te Taumutu Rūnanga appointee</li> <li>4. Vice-Chancellor's nominee</li> <li>5. AVC, Māori and Pasifika</li> <li>6. Te Āwhioraki appointee</li> <li>7. LUSA appointee</li> </ol>	Nil

## Attachments

No.	Title
A	Proposed Lincoln University Committee Membership 2024

**Attachment A**

**Committee Membership 2024**

	<u>ARC</u>	<u>CAC</u>	<u>Awards</u>	<u>Farms</u>	<u>He Toki Tarai</u>	<u>REM</u>	<u>Ahumairaki</u>	<u>Appeals</u>	<u>Human Ethics</u>
<u>Chair</u>	Janice Fredric	Janice Fredric	Michelle Ash	Gabrielle Thompson	Puamiria Parata-Goodall	David Jensen	Liz Hill-Taiaroa		
	Bruce Gemmell	Bruce Gemmell	Bruce Gemmell	Richard Christie (external appointee)	Bruce Gemmell	James Parsons	Grant Edwards / nominee	* Only convened as required.	Derrick Moot
	Grant Edwards	Grant Edwards	Grant Edwards	Kerry Farmer (external appointee)	Grant Edwards	Bruce Gemmell	Bruce Gemmell		
	David Jensen	Puamiria Parata-Goodall	Puamiria Parata-Goodall	Phill Everest (external appointee)	Marjan van den Belt	Puamiria Parata-Goodall	Liz Brown (Te Taumutu appointee)		
	Puamiria Parata-Goodall		Amy Wells (LUSA)	Jim Morton (AGLS Dean)			Reece Michelle (Te Awhioraki Tumuaki Takirua)		
			Jim Gibbs (Academic Board)	Chad Hewitt (Vice Chancellor nominee)			Demetrio Cooper (LUSA President)		
			Andrew O' Regan (Alumni President)	Alison Bailey (staff nominated by VC)					
			Ian Collins (Alumni Office)						

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>University and Science Systems Reviews</b>	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)
<b>Crown Funding Agreement Targets Update</b>	To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(j)
<b>Governance Oversight Group Reports</b>	To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(j)
<b>Audit &amp; Risk Committee</b> 1. Report 2. Minutes from meeting on 23 April 2024 3. Delegation of Authority Policy Review	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>Appointment and Remuneration Committee</b> 1. Report 2. Minutes from the meeting on 3 April 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 protect the privacy of natural persons, including that of deceased natural persons	7(2)(f)(i) 7(2)(a)
<b>Health &amp; Safety Report</b> 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)
<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>Quarterly Staff Wellbeing Report</b>	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), 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 R Michelle (Tumuaki-Takirua Te Awhioraki), Mr D Cooper (LUSA President), and Mrs M McKinlay-Archie (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.