

Council Minutes Part A
(Open Minutes)
11 March 2019



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| PRESENT: | Mr St John (Chair), Professor McCutcheon (Vice-Chancellor), Mr Daniell, Ms Dawson, Associate Professor Sims, Mr Rama and Associate Professor Kawharu (by phone). | |
| IN ATTENDANCE: | Professors Morrow and Metson, Mrs Cleland and Mrs Verschaeren Mr Phipps and Ms Litten for item 4 in Part B of the meeting | |
| 1. APOLOGIES | Mrs Dunphy, Mr Ferrier, Mr Kiely, Ms Tarrant, Sir Ralph Norris. | RESOLVED that the apologies be noted. |
| 2. WELCOME | The Chancellor welcomed Mr Anand Rama to his first meeting as member of Council. | |
| 3. DISCLOSURES OF INTEREST BY MEMBERS | The attention of Members was drawn to the Conflicts of Interest Policy and the need to disclose any interest in an item on the Agenda of the meeting as set out in s175 of the Education Act 1989. | No further disclosures were made. |
| 4. HONOURS/AWARDS - NEW YEAR HONOURS | <p>4.1 THE NEW ZEALAND ORDER OF MERIT</p> <p>Knight Grand Companion Sir Stephen Tindall for services to business, community & environment</p> <p>Dame Companion Distinguished Professor Dame Margaret A. Brimble CNZM, FRSNZ for services to Science</p> <p>Knights Companion Sir Robert McLeod for services to Business & Māori Sir Tim Shadbolt for services to local government & the community</p> <p>Companions Professor Margaret Bedggood for services to Human Rights law Professor Peter Crampton for services to Education & Health Services Mrs Carmel Fisher for services to Business Mrs Andree Talbot for services to the Plunket Society</p> <p>Officers Mrs Lindsay Corban for services to Governance Mr Andrew Hamilton for services to Business Mrs Shirley Horrocks for services to Documentary Filmmaking</p> | RESOLVED (Chancellor/Ms Dawson): That Council note the Honours conferred on those persons with links to the University and that the Chancellor and Vice-Chancellor have already sent congratulatory letters to those persons. |

Dr Dianne Sharp for services to Ophthalmology
Associate Professor Selina Tusitala Marsh for services to Poetry, Literature & Pacific Community

Members

Miss Luisa Avaiki for services to Rugby League
Ms Carole Beu for services to Literary Industry
Dr Andrew Connolly for services to Health
Ms Ingrid Culliford for services to Music and Education
Professor Alison Jones for services to Education & Sociology Research
Associate Professor Peter Lineham for services to Religious History & Community
Miss Heidi Mardon for services to Environmental Education
Ms Mojo Mathers for services to people with disabilities
Professor Tracey McIntosh for services to Education & Social Science
Dr Karlo Mila for services to Pacific Community & as Poet
Dr Arbutus Mitikulena for services to Health & Pacific Community
Dr Paula Morris for services to Literature
Dr Susan Morton services to Epidemiology & Public Health Research
Dr Tom Prebble for services to Tertiary Education
Miss Sharon Shea for services to Māori Health & Development
Dr Rob Stewart for services to Children with Genetic Immune Disorder
Ms Elisabeth Vaneveld for services to Arts Management
Dr Siouxie Wiles for services to Microbiology & Science Community

4.2 THE QUEEN'S SERVICE ORDER

Companion

Mrs Sonia Faulkner for services to Girl Guiding

4.3 THE QUEEN'S SERVICE MEDAL

Companion

Mr John Clark for services to the Community
Mrs Elizabeth Curtis for services to Girls Brigade
Mr John Elliott for services to the Community
Ms Jacqueline Goodison for services to Women
Ms Alison Thomson for services to the Community

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| 5. CONFERMENT OF DEGREES | With the authority of Council, the Chancellor conferred the degrees as per the schedule provided to the meeting. | |
| 6. AWARD OF DIPLOMAS | With the authority of Council, the Chancellor awarded the diplomas as per the schedule provided to the meeting. | |
| 7. COUNCIL MEETINGS | 5.1 Council, Draft Minutes (Part A), 10.12.18 | RESOLVED (Chancellor/Mr Daniell): That the Minutes (Part A) of the Council meeting held on 10.12.18 be taken as read and confirmed . |
| | 5.2 Matters arising from the Minutes (Part A), 10.12.18 | No matters arising |
| 8. VICE-CHANCELLOR'S REPORT | <p>This item was presented by the Vice-Chancellor. He reported that 2018 closed off with a positive health and safety record. There had only been one notifiable event in the entire year and this concerned a contractor. Discussions had taken place at the University about the management of relationships with contractors in the many complex building projects that were currently being developed.</p> <p>Apart from accidents, there were other aspects of health and safety and, if Council members wanted a further presentation about these, they could advise the Vice-Chancellor or University Committee Executive.</p> <p>The Health, Safety and Wellbeing Committee, Chaired by the Vice-Chancellor, had recently dealt with the following issues:</p> <ul style="list-style-type: none"> • Mental health and the impact of stress on students at the University. • Asbestos • E-Scooters and what the University could do about these Scooters on campus. When these were used by staff on campus, it was possible to determine health and safety expectations, but this was difficult when these scooters were used on the street. Also, one of the unintended consequences of these scooters was that they were currently placed in random areas on the street and not in designated parking places which was a risk for visually impaired people. <p>Audit and Risk Committee had asked the Associate Director HSW, Mr Angus Clark, to investigate whether the current health and safety reporting was the most appropriate way to do this. Council asked if this could be reported to Council.</p> <p>With regards to the EFTS, the current situation looked positive: strong for postgraduate students and reasonably strong for domestic students.</p> <p>.</p> <p>At this point, it looked like the University had maintained its market share in Auckland,</p> | RESOLVED (Chancellor/Ms Dawson): that the Vice-Chancellor's Report be noted . |

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| | <p>but market share analysis would be further discussed later this year in Finance Committee. Council asked if a presentation about the demographics of enrolment could take place during the briefings.</p> <p>The Vice-Chancellor also reported that conjoint centres were currently being trialled. Statistics had showed that students enrolled in a conjoint sometimes struggled because inconsistent advice in the two faculties and the aim of the conjoint centres was to remediate this.</p> <p>Council also noted that Michael Steedman had been appointed as Kaiarataki or Deputy to the Pro Vice-Chancellor (Māori), Professor Cindy Kiro.</p> | |
| 9. REPORTS OF COUNCIL COMMITTEES | <p>9.1 AUDIT AND RISK COMMITTEE</p> <p>9.1.1 Minutes (Part A), 25.02.19</p> | RESOLVED (Chancellor/Ms Dawson): that the Audit and Risk Committee Minutes (Part A), 25.02.19 be received . |
| | <p>9.2 FINANCE COMMITTEE</p> <p>9.2.1 Minutes (Part A), 27.02.19</p> | RESOLVED (Chancellor/Mr Daniell): that the Finance Committee Minutes (Part A), 27.02.19 be received . |
| 10. SENATE MATTERS | <p>10.1 REPORT OF SENATE, 25.02.19</p> <p>This item was presented by the Deputy Vice-Chancellor (Academic) (DVC(A)), Professor John Morrow.</p> <p>With regards to the proposals for the Committee on University Academic Programmes (CUAP) in 2019: The DVC(A) commented that the moving of the Graduation Ceremony because of the availability of the venue, had a potential impact on the submission of the CUAP proposals for Round one this year. Similarly, there could be an impact on the timely submission of the CUAP proposals for Round two, as the beginning of that round had been brought forward to 1 August. CUAP proposals could this year not be approved by Council prior to their submission to CUAP, as the meetings of Council would take place after the submission date. He asked Council, only for 2019, to give the Vice-Chancellor the delegated authority to approve the CUAP proposals for Rounds one and two so that they could be submitted on 1 May and 1 August respectively.</p> | <p>RESOLVED (Chancellor/Associate Professor Sims) that:</p> <p>a) the recommendations in Part A of the Report of Senate, 25.02.19 be adopted and Parts B and C be noted; and</p> <p>b) only for 2019, the Vice-Chancellor be given the delegated authority to approve the CUAP proposals for round one and two thus ensuring their timely submission to CUAP. These would be reported back to Council.</p> |

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| | <p>Part A, 1 - 4: Policy and other matters requiring Council approval</p> <p>Part B, 1: Matters for noting by Council</p> <p>Part C, 1-2: Matters handled under Delegated Authority</p> | |
| <p>11. CORRESPONDENCE REFERRED BY THE CHANCELLOR</p> | <p>11.1 CORRESPONDENCE REGARDING THE AMENDED CONSTITUTION</p> <p>11.1.1 Letter, 18.12.18 from the Chancellor to the Hon. Chris Hipkins regarding the amendment of Constitution of Council</p> <p>11.1.2 Constitution of Council of the University of Auckland – amended with track changes</p> <p>11.1.3 Constitution of Council of the University of Auckland – amended with track changes accepted</p> <p>11.1.4 Response, 19.02.19 from the Hon. Chris Hipkins to the Chancellor regarding the amendment of the Constitution of Council</p> <p>11.2 CORRESPONDENCE REGARDING THE CLOSURE OF SPECIALIST LIBRARIES</p> <p>11.2.1 Email, 06.02.19 from Anthony Blaschke regarding the closure of specialist libraries</p> <p>11.3 CORRESPONDENCE NOT REFERRED TO COUNCIL</p> <p>11.3.1 Memo, 22.01.19 from the Chancellor regarding correspondence not referred to Council</p> | <p>RESOLVED (Chancellor/Vice-Chancellor): that Council receive: correspondence regarding the amended constitution, correspondence regarding the closure of specialist libraries and the memo, 22.01.19 from the Chancellor regarding correspondence not referred to Council.</p> |
| <p>12. OTHER MATTERS FOR DECISION OR NOTING</p> | <p>12.1 SEAL Since the Council meeting on 10.12.18 the seal has been applied to the following documents in accordance with the Council resolution of 18.02.1991:</p> <ol style="list-style-type: none"> 1. Three month \$50m committed bank facility with Commonwealth Bank of Australia. Revolving Advances Facility Agreement & Acknowledgement to the Commonwealth Bank of Australia. 2. Deed of Rent Review – 9-11 Eden Crescent – University of Auckland Law School – The Melanesian Mission Trust Board (the Lessor) and The University of Auckland (The Lessee). 3. Deed of Rent Review – 13-15 Eden Crescent – University of Auckland Law School – The Melanesian Mission Trust Board (the Lessor) and The University of Auckland (The Lessee). 4. Deed of Sub-lease – Huia House, 110 Grafton Road, Grafton. Swiss-Belhotel International New Zealand Limited (Sub landlord) and The University of Auckland (Sub Tenant). | <p>RESOLVED (Chancellor/Ms Dawson): that the affixing of the seal to these documents be noted.</p> |

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| | <p>5. Deed relating to the Gus Fisher Gallery – Gus Fisher Charitable Trust (Donor’s Successor) and The University of Auckland.</p> <p>12.2 APPLICATION OF SEAL AND QUALIFICATIONS – DELEGATED AUTHORITY</p> <p>Council at its meeting 19 June 2006 resolved:</p> <p>That acting pursuant to section 167 of the Education Act 1989, the Council hereby authorises the person for the time being holding Office as Registrar of The University (and thereby a member of the staff of the University) to execute on behalf of the University documents conferring a degree or awarding a diploma granted by the University or replacing such documents previously conferred or awarded by the University by:</p> <p>i) affixing the common seal of the University to each of those awards pursuant to this resolution; and</p> <p>ii) counter-signing the affixing of the seal by the application of a facsimile of his or her signature.</p> <p>In accordance with this resolution, the Seal was applied to:</p> <ul style="list-style-type: none"> • 6616 degree and diploma certificates presented at the Autumn 2018 graduation ceremonies; • 3164 degree and diploma certificates presented at the Spring 2018 graduation ceremonies; • 716 degree and diploma certificates presented at the November 2018 graduation ceremonies; and • 45 degree and diploma certificates presented at the Tai Tokerau 2018 graduation ceremony. <p>In addition, 252 degrees and diplomas certificates were conferred/awarded <i>in absentia</i> at Council meetings and certificates were subsequently issued.</p> <p>During the year 2018, the Registrar’s signature was also applied to:</p> <ul style="list-style-type: none"> • 677 New certificates for Certificate level courses; • 115 replacement certificates which were issued as the originals were declared lost or damaged; • 23 replacement certificates which were issued to reflect graduate name changes; and • 20 replacement certificates made on behalf of the former Auckland College of Education. <p>12.3 PAYMENT OF ATTENDANCE FEES TO LAY MEMBERS OF COUNCIL AND COUNCIL COMMITTEES</p> | <p>RESOLVED (Chancellor/Vice-Chancellor): that Council note the affixing of the common seal of the University to the above certificates consistent with Council’s delegation of 19 June 2006.</p> <p>RESOLVED (Chancellor/Vice-Chancellor): that the Attendance Fee of \$165.00 per half day be</p> |
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| | <p>Council at its meeting 16 April 2007, RESOLVED that:</p> <ol style="list-style-type: none"> 1. Commencing 1 April 2007, the meeting attendance fee paid to lay members of Council and lay members of 'Approved Committees' shall be adjusted automatically on 1 April of each year by the CPI movement in preceding calendar year, unless this means the attendance fee exceeds the maximum rate fixed by the Minister under section 179 of the Education Act, or Council at the time resolves otherwise; and 2. That for the purposes of this resolution the list of 'Approved Committees' be: <ul style="list-style-type: none"> • Animal Ethics Committee • Biological Safety Committee • Human Participants Ethics Committee • Rūnanga • Students Appeals Committee • Auckland Health Research Ethics Committee <p>It is appropriate to ensure that the value of the payment made to lay members is maintained and that to achieve this, the previously approved meeting attendance fee of \$165 per half day should be increased to \$170.00 being the CPI movement for the previous year rounded up to the nearest \$5 increment.</p> | <p>increased to \$170.00 with effect from 01.04.2019.</p> |
| | <p>12.4 UNISERVICES DIRECTORS' FEES</p> <p>12.4.1 Memorandum, 23.01.19 from the Vice-Chancellor regarding UniServices Directors' Fees</p> | <p>RESOLVED (Chancellor/Associate Professor Sims): that Council approve an annual Directors fee of \$16,000 per annum, effective from 1 January 2019, for the (currently four) external Board members (those who are not employees of the University).</p> |
| | <p>12.5 MĀORI NAME OF THE UNIVERSITY</p> <p>12.5.1 Memorandum, 22.01.19 from the Vice-Chancellor regarding the Māori name of the University</p> | <p>RESOLVED (Chancellor/Vice-Mr Rama): that Council ask the Pro Vice-Chancellor (Māori), Professor Cindy Kiro, to consult within and outside the University as appropriate and provide to Council a recommendation on whether a new name should be adopted and how we might arrive at that name</p> |

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| 13. GENERAL BUSINESS | 13.1 COUNCIL AND COMMITTEES WORKPLAN 2019 | RESOLVED (Chancellor/Associate Professor Sims): that the Council and Committees Work plan 2019 be received and noted. |
| 14. LEAVE OF ABSENCE | (for the meeting of 6 May 2019) None requested | |

PUBLIC EXCLUSIONS

RESOLVED (Chancellor/Vice-Chancellor): that the public be excluded from Part B of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered:

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| Item No. 1.1 | Council Meeting Minutes (Part B), 10.12.18 |
| Item No. 2.1.1 | Auckland Health Research Ethics Committee Annual Report to Council |
| Item No. 2.2.1 | University of Auckland Biological Safety Committee, Annual Report to Council |
| Item No. 2.3.1 | University of Auckland Human Participants Ethics Committee, Annual Report to Council |
| Item No. 2.3.2 | University of Auckland Human Participants Ethics Committee – Guiding Principles for Conducting Research with Human Participants. |
| Item No. 2.4.1 | Audit and Risk Committee, Minutes (Part B), 25.02.19 |
| Item No. 2.4.2 | Draft 2018 Annual Report |
| Item No. 2.5.1 | Finance Committee, Minutes (Part B), 27.02.19 |
| Item No. 2.5.2 | Financial Performance for 2018 |
| Item No. 2.6.1 | University Honours Committee Report |
| Item No. 2.7 | Naming Committee Reports |

Reason for passing this resolution in relation to each matter:

The protection of the interests mentioned below.

Grounds under section 48(1) for the passing of this resolution:

Those in Section 9 of the Official Information Act 1982 namely:

- i) To protect the privacy of the persons referred to in the recommendations and to maintain the confidentiality of those recommendations;
- ii) To enable the University to carry on without prejudice or disadvantage negotiations; and
- iii) To prevent the disclosure or use of Official Information for improper gain or advantage.

AND THAT Adrienne Cleland, Professors John Morrow and Jim Metson, Andrew Phipps, Clare Litten and Wendy Verschaeren be permitted to remain for this part of the meeting, after the public has been excluded, because of their knowledge of, or need to be briefed about, the matters to be discussed. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because they relate to aspects of the administration of The University of Auckland for which those persons are responsible.

The meeting closed at 5.45pm

The meeting went into Public Excluded session 4.50pm

Approved as a true and correct record.

Scott St John, Chancellor

Date