

**Council Minutes Part A**  
**(Open Minutes)**  
**16 March 2020**



<b>PRESENT:</b>	Mr St John (Chair), Professor Freshwater (Vice-Chancellor), Professor Curtin, Dr Prasad, Mr Daniell, Ms Newsome, Mr Paitai, Ms Quinn, Mrs Dunphy, and Mr Wang By telephone: Ms Tarrant and Ms Dawson.	
<b>IN ATTENDANCE:</b>	Professors Morrow and Metson; Mrs Cleland, Ms McNaughton, Mr Gudsell, Mrs Naidoo and Mrs Verschaeren	
<b>1. APOLOGIES</b>	None	
<b>2. FAREWELL</b>	Council thanked Sir Ralph Norris and Andrew Ferrier, former Ministerial appointees, for their dedicated contribution to the work of Council during their extended terms of office.	
<b>3. WELCOME</b>	<p>The Chancellor <b>welcomed:</b></p> <ul style="list-style-type: none"> <li>• Professor Dawn Freshwater, Vice-Chancellor, as ex officio member;</li> <li>• Professor Jennifer Curtin as the elected academic staff representative;</li> <li>• Mr John Paitai, as the Māori representative;</li> <li>• Ms Cathy Quinn, as Ministerial appointee; and</li> <li>• Dr Rajen Prasad, as Ministerial appointee.</li> </ul>	
<b>4. DISCLOSURES OF INTEREST BY MEMBERS</b>	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. Council <b>noted</b> that the interest register would be circulated this month.
<b>5. HONOURS/AWARDS-NEW YEAR HONOURS</b>	<p><b>5.1 THE NEW ZEALAND ORDER OF MERIT</b></p> <p><b>Companions</b>  Mr John Barnett for services to Film and Television  Dr Richard Bedford for services to Governance  Mr Tony Carter for services to Business and Governance  Lady Gillian Deane for services to Philanthropy for rare disorders, Arts and Youth</p>	<b>RESOLVED</b> (Chancellor/Mr Daniell): That Council <b>note</b> 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.

	<p>Professor Frances Hughes for services to Mental Health and Nursing  Dr Donald Maccormick for services to Health, particularly Surgery  Mr John McKinnon for services to NZ-China relations  Mr Roger Moses for services to Education  Dr Dianne Webster for services to Health, particularly Paediatrics</p> <p><b>Officers</b>  Mr Murray Cammick for services to the Music Industry  Associate Professor Ineke Crezee for services to Interpreter and Translator Education  Mrs Sue Kedgley for services to Women and Governance  Dr George Mason for services to Conservation, Philanthropy and Community  Mr Robert Narev for services to Community and Education  Mrs Lyndy Sainsbury for services to Philanthropy and Community  Professor Warwick Silvester for services to Science and Conservation  Mr Gary Wilson for services to Māori and Pacific Journalism and Broadcasting</p> <p><b>Members</b>  Dr Anne Bardsley for services to Science and the State  Mrs Gillian Bibby for services to Music Education  Ms Susan Boland for services to Music and Seniors  Miss Lauren Boyle for services to Swimming  Dr David Codyre for services to Mental Health  Dr Aroha Harris for services to Māori and Historical research  Ms Penny Hulse for services to local Government  Reverend Helen Jacobi for services to the Anglican Church and Community  Mrs Jennifer Janif for services to Refugee and Migrant Communities  Professor Ngaire Kerse for services to Seniors and Health  Mr Graeme North for services to Architecture and Natural Building Standards  Ms Pauline Stansfield for services to people with disabilities</p> <p><b>5.2 THE QUEEN'S SERVICE MEDAL</b></p> <p><b>Companion</b>  Mrs Shirley Frew for services to Textile Crafts and Community  Murray Purvis for services to Community and Tennis  Mr Terence Wade for services to Scouting, Education and Community</p>	
<p><b>6. CONFERMENT OF DEGREES</b></p>	<p>With the authority of Council, the Chancellor <b>conferred</b> the degrees as per the schedule provided to the meeting.</p>	
<p><b>7. AWARD OF DIPLOMAS</b></p>	<p>With the authority of Council, the Chancellor <b>awarded</b> the diplomas as per the schedule provided to the meeting.</p>	

<p><b>8. COUNCIL MEETINGS</b></p>	<p>6.1 <b>Council, Draft Minutes (Part A), 09.12.19</b></p>	<p><b>RESOLVED</b> (Chancellor/Mrs Dunphy): that the Minutes (Part A) of the Council meeting held on 09.12.19 be taken as <b>read</b> and <b>confirmed</b>.</p>
	<p>6.2 <b>Matters arising from the Minutes (Part A), 09.12.19</b> not elsewhere on the Agenda.</p> <p>With regards to item 7: in response to the query of Ms Newsome, an update about the Auckland Online strategy had been sent to her.</p>	<p><b>RESOLVED</b> (Chancellor/ Mrs Dunphy): that the matters arising from the Minutes (part A), 09.12. 19 be <b>noted</b>.</p>
<p><b>9. VICE-CHANCELLOR'S REPORT</b></p>	<p>The Deputy Vice Chancellor (Operations) &amp; Registrar presented this item. She drew Council's attention to the following:</p> <p><b>With regards to point 5</b>, student numbers: with the uncertainty about COVID-19, it was too early to give a realistic forecast for the rest of the year. However, the enrolment of domestic school-leavers had been lower than expected in Semester One. International student numbers had continued to grow, but with the current travel ban, it was likely that the University would lose a number of these enrolments. The date for student withdrawals had been extended until 9 April and a more detailed forecast would be made at that time.</p> <p><b>With regards to point 3.1</b>, because of coronavirus the decision had been made to postpone the Distinguished Alumni Award Dinner, originally scheduled for 20 March until a later date.</p> <p><b>With regards to point 5.11</b>, the University had proposed an amendment to the Media, Public Communication Statements Policy to include statements to the media made by students and staff in their private capacity.</p> <p>Council noted that the hyperlinks in the report did not work.</p>	<p><b>RESOLVED</b> (Chancellor/Mrs Dunphy): that the Vice-Chancellor's Report be <b>noted</b>.</p>
<p><b>10. REPORTS OF COUNCIL COMMITTEES</b></p>	<p>10.1 <b>AUDIT AND RISK COMMITTEE</b></p> <p>10.1.1 <b>Minutes (Part A), 06.03.2020</b></p> <p>10.1.2 <b>Terms of Reference</b></p> <p>Two amendments were made to the Terms of Reference:</p>	<p><b>RESOLVED</b> (Chancellor/Ms Dawson): that the Audit and Risk Committee Minutes (Part A), 06.03.2020 be <b>received</b>.</p> <p><b>RESOLVED</b> (Chancellor/Ms Dawson): that the amended Audit</p>

	<ul style="list-style-type: none"> <li>• To refer to the legal compliance framework; and</li> <li>• To include the University's risk appetite.</li> </ul>	and Risk Committee Terms of Reference be <b>adopted</b> .
	<p>10.2 <b>FINANCE COMMITTEE</b></p> <p>10.2.1 <b>Minutes (Part A), 04.03.2020</b></p>	<b>RESOLVED</b> (Chancellor/Mr Daniell): that the Finance Committee Minutes (Part A), 04.03.2020 be <b>received</b> .
	<p>10.3 <b>NAMING COMMITTEE</b></p> <p>10.3.1 Engineering Building Pouwhenua</p> <p>Council noted that "Te Pou Herenga Tangata" meant the bringing together of the people.</p>	<b>RESOLVED</b> (Chancellor/Mr Daniell): that Council that Council <b>note</b> that Naming Committee had approved the proposal to name the Engineering Building Pouwhenua as "Te Pou Herenga Tangata".
<b>11. SENATE MATTERS</b>	<p>11.1 <b>REPORT OF SENATE, 24.02.2020</b></p> <p>Part A 1-4: Policy and other matters requiring Council <b>approval</b></p> <p>Part B, 1: Matters for <b>noting</b> by Council</p> <p>Part C, 1-2: Matters handled under Delegated Authority</p> <p>This item was presented by the Deputy Vice-Chancellor (Academic), Professor John Morrow. He commented that the Code of Conduct which was approved by Council on 09.12.19 had been submitted for further discussion to Senate, but no further comments had been made.</p> <p>He also drew Council's attention to the CUAP proposal to introduce a new Bachelor of Fine Arts (BFA) Programme. The current BFA was a four-year programme which had become unattractive to students. The new proposed programme had been restructured into a three-year (360 point) qualification.</p>	<b>RESOLVED</b> (Chancellor/Ms Newsome): that the recommendations in Part A of the Report of Senate, 24.02.2020 be <b>adopted</b> and Parts B and C be <b>noted</b>
<b>12. CORRESPONDENCE REFERRED BY THE CHANCELLOR</b>	<p>12.1 <b>CORRESPONDENCE REGARDING THE APPOINTMENT OF COUNCIL MEMBERS</b></p> <p>12.1.1 Letter from the Hon Chris Hipkins to the Chancellor regarding the re-appointment of Michael Daniell and the appointment of Cathy Quinn and Rajen Prasad.</p>	<b>RESOLVED</b> (Chancellor/Dr Prasad): that the correspondence regarding the appointment of Council members be <b>received</b> .

<p><b>13. OTHER MATTERS FOR DECISION OR NOTING</b></p>	<p>13.1 <b>SEAL</b></p> <p>Since the Council meeting on 09.12.19 the seal has been applied to the following document in accordance with the Council resolution of 18.02.1991:</p> <p>1. Deed of Rent Review – 70 Symonds Street, Auckland – TGB Properties (NZ) Pte Ltd &amp; The University of Auckland.</p>	<p><b>RESOLVED</b> (Chancellor/Ms Newsome): that the affixing of the seal to the listed document be <b>noted</b>.</p>
	<p>13.2 <b>RESCINDMENT</b></p> <p>13.2.1 <b>Student Jing Wang – ID: 462345435</b></p> <p>Memorandum, 27.02.2020 from Margaret Allen, Manager, Scholarships and Graduation regarding the rescindment of Diploma in Translation Studies</p>	<p><b>RESOLVED</b> (Chancellor/Mr Wang): that Council <b>rescind</b> the conferral of a Diploma in Translation Studies in 2019 to Jing Wang, so that the student can graduate in May 2020 with the Masters of Translation Studies.</p>
	<p>13.3 <b>APPLICATION OF SEAL AND QUALIFICATIONS – DELEGATED AUTHORITY</b></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"> <li>• <b>6300</b> degree and diploma certificates presented at the Autumn 2019 graduation ceremonies;</li> <li>• <b>3160</b> degree and diploma certificates presented at the Spring 2019 graduation ceremonies;</li> <li>• <b>912</b> degree and diploma certificates presented at the November 2019 graduation ceremonies; and</li> <li>• <b>38</b> degree and diploma certificates presented at the Tai Tokerau 2019 graduation ceremony.</li> </ul>	<p><b>RESOLVED</b> (Chancellor/Mr Daniell): that the affixing of the common seal of the University to the above certificates consistent with Council’s delegation of 19 June 2006 be <b>noted</b>.</p>

	<p>In addition, <b>170</b> degrees and diplomas certificates were conferred/awarded in absentia at Council meetings and certificates were subsequently issued.</p> <p>During the year 2019, the Registrar's signature was also applied to:</p> <ul style="list-style-type: none"> <li>• <b>650</b> New certificates for Certificate level courses;</li> <li>• <b>109</b> replacement certificates which were issued as the originals were declared lost or damaged;</li> <li>• <b>19</b> replacement certificates which were issued to reflect graduate name changes; and</li> <li>• <b>170</b> replacement certificates made on behalf of the former Auckland College of Education.</li> </ul>	
	<p><b>13.4 PAYMENT OF ATTENDANCE FEES TO LAY MEMBERS OF COUNCIL AND COUNCIL COMMITTEES</b></p> <p>Council at its meeting 16 April 2007, RESOLVED that:</p> <ol style="list-style-type: none"> <li>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</li> <li>2. That for the purposes of this resolution the list of 'Approved Committees' be: <ul style="list-style-type: none"> <li>14 Animal Ethics Committee</li> <li>15 Biological Safety Committee</li> <li>16 Human Participants Ethics Committee</li> <li>17 Rūnanga</li> <li>18 Students Appeals Committee</li> <li>19 Auckland Health Research Ethics Committee</li> </ul> </li> </ol> <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 \$170 per half day should be increased to \$175.00 being the CPI movement for the previous year rounded up to the nearest \$5 increment.</p> <p>Council commented that, contrary to point 1 above, the lay members of Council, apart from the student representative, did not claim any attendance fees and suggested to clarify this in the resolution.</p>	<p><b>RESOLVED</b> (Chancellor/Mr Daniell): that the Attendance Fee of \$170.00 per half day <b>be increased</b> to \$175.00 with effect from 01.04.2020, noting that lay Council members, excluding the student member, have resolved to not claim the fee.</p>
<p><b>14 GENERAL BUSINESS</b></p>	<p><b>14.1 COUNCIL AND COMMITTEES WORK PLAN 2020</b></p>	<p><b>RESOLVED:</b> Chancellor/Mrs Dunphy) that the Council and Committees Work plan 2020 be <b>received and noted</b>.</p>

<b>14. LEAVE OF ABSENCE</b>	(for the meeting of 29.04.2020) None requested	

## **PUBLIC EXCLUSIONS**

**RESOLVED** (Chancellor/Mr Daniell): that the public be excluded from Part B of this meeting.

The general subject of each matter to be considered while the public was 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 considered:

Item No. 1.1	Council Meeting Minutes (Part B), 09.12.2019
Item No. 2.1.1	Auckland Health Research Ethics Committee Annual report
Item No. 2.2.1	University of Auckland Biological Safety Committee Annual Report
Item No. 2.3.1	University of Auckland Human Participants Ethics Committee Annual Report
Item No. 2.4.1	Clinical Research Ethics Applications
Item No. 2.5.1	Audit and Risk Committee, Minutes (Part B), 06.03.2020
Item No. 2.5.2	Draft Annual Report 2019
Item No. 2.6.1	Finance Committee, Minutes (Part B), 04.03.2020
Item No. 2.6.2	Financial Performance 2019
Item No. 2.6.3	2020 to 2028 Capital Expenditure Plan Approval Request
Item No. 2.7.1	University Honours Committee Reports
Item No. 5.1	Council Committee Membership for 2020

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.
- iv)

AND THAT Adrienne Cleland, Professors Metson and Morrow, Peter Gudsell, Mrs Naidoo and Wendy Verschaeren be permitted to remain for this part of the meeting, after the public had 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, was relevant to those matters because they relate to aspects of the administration of The University of Auckland for which those persons were responsible.

**The meeting closed at 5.30 p.m.**

**The meeting went into Public Excluded session at 4.35pm**

**Approved as a true and correct record.**

**Scott St John, Chancellor**

**Date**