



MEETING OF
COUNCIL

ORDER PAPER AND DOCUMENTS

- PUBLIC -

12 NOON, MONDAY, 27 JULY 2026
ROOM AM103, ALAN MACDIARMID BUILDING,
KELBURN CAMPUS

Agenda Item 1

- a. Karakia
- b. Welcome/Acknowledgements/Apologies

To resolve: that the apologies be sustained



COUNCIL

Order paper for the meeting to be held in
Room AM103, Alan McDiarmid Building, Kelburn Campus, Wellington
at 12.00 noon on Monday, 27 July 2026

PUBLIC BUSINESS

12.00 noon <i>All timing approximate</i>	PROCEDURAL ITEMS		
	1.	a) Karakia b) Welcome and Apologies	<i>M Johnson Chancellor</i>
	2.	Disclosure of Interests	<i>Chancellor</i>
	3.	Council Minutes, meeting held 15 June 2026	<i>Chancellor</i>
	MATTERs for CONSIDERATION		
12.10 pm	4.	Report from the Chancellor	Oral report <i>Chancellor</i>
	5.	Report from the Vice-Chancellor	VUWC 26/76 <i>Vice-Chancellor</i>
12.20 pm	6.	Financial report to 30 June 2026	VUWC 26/77 <i>CFO</i>
	ITEM for APPROVAL		
	7.	Conferment of Qualifications	VUWC 26/78 <i>Chancellor</i>
	ITEMs for NOTING		
12.25 pm	8.	DVC Māori and Kaitiakitanga update	VUWC 26/79 <i>DVCMK</i>
12.45 pm	9.	2026 King's Birthday Honours	VUWC 26/80 <i>Chancellor</i>
	10.	Forthcoming Events and Next Meeting	VUWC 26/81 <i>Chancellor</i>
12.50 pm	11.	Committee and Academic Board minutes - Academic Board, 9 June 2026 - Te Aka Matua Committee, 22 June 2026	<i>Committee Chairs</i>
	PROCEDURAL ITEM		
	12.	Resolution to Exclude the Public	VUWC 26/82 <i>Chancellor</i>
1 pm	<i>Adjourn for lunch</i>		
Attached	Governing Documents Council Manual/Standing Orders/Code of Conduct Te Tiriti o Waitangi Statute/Committee Terms of Reference		

Agenda Item 2

Disclosure of Interests

To receive: any declarations and disclosures of interest by members of Council.

To note: that the Disclosure of Interests register is attached.

To consider:

- 1 declarations and conflicts of interest by Council Members.
- 2 whether a conflict of interest exists or is perceived to exist and, if so, how the matter should be managed.

NAME	ENTITY	POSITION	START DATE (or entry date)	END DATE
Richard Arnold	Tertiary Education Union	Member	2001	
William Bell-Purchas	Parliamentary Services	Employee	28.11.22	
	New Zealand Labour Party	Member	11.02.22	
	E tū Union	Member	19.09.22	
	Living Wage Movement	Volunteer	26.05.22	
	Masons Lane Chambers	Contractor	26.02.25	
Brigitte Bönisch-Brednich	Nil			
Megan Evans	MinterEllisonRuddWatts	Partner		
	Foundation Board of Trustees	Trustee	1.1.26	31.12.26
	Son studying at University during 2026			
Pania Gray	Kororā Consulting	Managing Director	August 2010	Ongoing
	Education Services Limited	Independent Chair	July 2014	Ongoing
	Te Wānanga o Raukawa	Part-time student	2021	Ongoing
Asifa Hanif	Wairarapa Women Centre Board	Member	1.3.24	
	Carterton Youth Council	Member	1.9.22	
Professor Bryony James	VUW Research Trust	Trustee	2024	
	Victoria Link Ltd (WUV)	Director	2024	
	Wellington UniProfessional Ltd (WUPL)	Director and Chair	2024	
	National University of Samoa	Council member	2025	
	New Zealand School of Music	Director	2026	
	Victoria University of Wellington Foundation Board	Trustee	June 2026	
Mei Fern Johnson	Russell McVeagh	Partner		
	Board of Directors at SEADRIF Insurance Company (Southeast Asia Disaster Risk Insurance Facility),	Director	Dec 2025	

NAME	ENTITY	POSITION	START DATE (or entry date)	END DATE
Alan Judge	Biotelliga Holdings Ltd	Shareholder	13.7.17	
	Victoria University of Wellington Foundation Board	Trustee	15.2.21	
David McLean	Kiwi Group Capital Ltd	Chair	23.11.22	
	NZ War Memorial Trust	Trustee	13.2.24	
	Weel Holdings Pty Ltd	Director	1.9.24	
	Financial Services Council	Chair	1.1.26	
David Smol	Contact Energy	Director	2018	
	Cooperative Bank	Director	2021	
	Earth Sciences New Zealand	Chair	2025	
	NZTA	Board Member	2019	
	MSD Risk and Audit Committee	Chair	2018	
	DIA External Advisory Committee	Chair	2018	
	HUD Strategic Advisory Committee	Chair	2023	
	Rimu Road Consulting Ltd	Director	2017	
	Tait Communications	Director	Sep 2024	
	Various financial investments in funds and companies			
	Consultancy projects for government from time to time			
James Te Puni	Te Ahuru Mowai	Kaiwhakahaere Matua/CEO	Mar 2020	
	Waikanae Christian Holiday Park	Trustee	March 2021	
	Titahi Ltd	Director & Shareholder	March 2021	
	Community Housing Aotearoa (CHA)	Council Member	Dec 2024	
	Son studying at University during 2026			

Agenda Item 3

Council Minutes, Meeting held 15 June 2026

To receive: the public Minutes of the Meeting of Council held 15 June 2026.

To resolve: that the Minutes of the Meeting of Council held 15 June 2026 be approved.



COUNCIL

**Minutes of the Council Meeting held on Monday, 15 June 2026
in the Wharenui, Ngā Mokopuna, Kelburn Campus, Wellington
from 11.00 am to 3.00 pm**

PRESENT:

Mr Alan Judge (Chancellor) (Chair)
Professor Richard Arnold
Mr William Bell-Purchas
Ms Megan Evans
Ms Pania Gray (Pro-Chancellor)
Professor Bryony James (Vice-Chancellor)
Ms Mei Fern Johnson
Mr David McLean *via Zoom*
Mr David Smol *until 1.15 pm*
Mr James Te Puni *from 12 noon*
Ms Caroline Ward (Secretary to Council)

APOLOGIES:

Ms Asifa Hanif
Professor Brigitte Bönisch-Brednich
Mr David Smol *for early departure*
Mr James Te Puni *for late arrival*

IN ATTENDANCE:

Ms Jackie Anderson, General Counsel
Dr Logan Bannister, Deputy Vice-Chancellor, Students
Mr Graham Beever, Acting General Counsel
Mr Peter Borich, Associate Director, Digital Transformation
Ms Fiona Clarkson, Head of Strategic Communications
Ms Leanne Gibson, Chief Information Officer
Ms Susan Hockley, Acting Chief Financial Officer
Professor Rawinia Higgins, Deputy Vice-Chancellor Māori & Kaitiakitanga
Mr Clinton Jenkins, Associate Director, Planning and Performance Management
Mr Simon Johnson, Director, Campus Operations
Professor Robyn Longhurst, Deputy Vice-Chancellor, Academic
Mr Dan Mahoney, Head of Health, Safety, and Wellbeing
Professor Sally McArthur, Deputy Vice-Chancellor, Research
Ms Megan McPherson, Director of Communications, Marketing, and Digital Engagement
Mr Reece Moors, Director, Office of the Vice-Chancellor
Mrs Rachel Scott, Director, Governance, Risk, and Assurance
Ms Tina Wakefield, Chief Operating Officer

26.79

WELCOME / ACKNOWLEDGEMENTS / APOLOGIES

Noted:

- 1 that Ms Megan Evans led the Karakia.
- 2 that the Chancellor acknowledged Professor James in her first meeting as Vice-Chancellor after taking up the role on 12 June 2026.

- 3 that a note of appreciation was recorded to the Pro-Chancellor, Ms Pania Gray, for presiding over the 8th graduation ceremony of the week, held on the marae, on behalf of the Chancellor.
- 4 that apologies were received from Professor Brigitte Bönisch-Brednich, Ms Asifa Hanif, Mr James Te Puni for lateness, and Mr David Smol for early departure from the meeting.

Resolved that the apologies from Professor Brigitte Bönisch-Brednich, Ms Asifa Hanif, Mr James Te Puni for lateness, and Mr David Smol for early departure from the meeting be sustained.

260073

26.80 APPOINTMENT OF COUNCIL MEMBER, NEW VICE-CHANCELLOR, PROFESSOR BRYONY JAMES

Received: a Council paper from the Chancellor, Mr Alan Judge, dated 8 June 2026 regarding the appointment of a Council member, the new Vice-Chancellor, Professor Bryony James.

Noted:

- 1 that the Council paper was taken as read.
- 2 that Professor James was congratulated and there was a round of applause following her appointment to Council.

Resolved: that under section 5.1 (a) of the Council Membership Statute, Professor Bryony James be appointed to Council as and from 12 June 2026, until Professor James ceases to hold the Office of Vice-Chancellor.

260074

26.81 DECLARATIONS AND DISCLOSURE OF INTERESTS

Received: declarations and disclosure of interests by members of Council.

Noted:

- 1 that Council members were reminded to advise the Secretary to Council of any changes to their disclosure of interests listing between meetings.
- 2 that the interests register had been updated to include the new Vice-Chancellor's disclosures.
- 3 that for item-specific disclosures, the Chancellor asked that Council members alert him at the time.

26.82 COUNCIL MINUTES, MEETING HELD 4 MAY 2026

Received: the public Minutes of the meeting of Council held 4 May 2026.

Resolved: that the public Minutes of the meeting of Council held on 4 May 2026 be approved.

260075

26.83 REPORT FROM THE CHANCELLOR

Received: an oral report from the Chancellor, Mr Alan Judge.

- Noted:** that the Chancellor outlined events and activities since his last update to Council as follows:
- attended regular meetings with the outgoing and incoming Vice-Chancellors
 - attended regular meetings with the Secretary to Council
 - chaired the University Council meeting on 4 May 2026
 - finalised the VC appointment negotiations and Public Service Commission obligations
 - presided over seven graduation ceremonies and led two parades during graduation week.
 - attended the Audit & Risk Committee meeting on 18 May 2026
 - offered a Hunter Fellowship to a recipient approved by Council at its 4 May meeting. This was accepted and an event will be held to present this honour
 - hosted a Stakeholders/Council farewell event for the Vice-Chancellor
 - hosted a Council dinner to farewell Professor Nic Smith.

Resolved: that the Chancellor's oral report be noted.

260076

26.84

REPORT FROM THE VICE-CHANCELLOR

Received: a report from the Vice-Chancellor, Professor Bryony James, dated 15 June 2026 (document VUWC 26/56).

- Noted:**
- 1 that the report was taken as read.
 - 2 that the Chancellor acknowledged that most of the reporting period was under the former Vice-Chancellor, Professor Nic Smith.
 - 3 that Professor James shared hot off the press news regarding the economic impact of the Taiawa Wellington Tech Hub, an initiative which is jointly supported by the University and Wellington City Council. The annual assessment of the Hub showed that in the 12 months to March 2026, the 14 businesses involved had contributed \$14.4m in GDP and supported 148 FTE jobs.
 - 4 that the University is working to maximise its engagement with the new research funding system following recent Government announcements, which include the release of the priority pillars as well as funding allocations for the research sector.
 - 5 that there was discussion on the research sector overall and possibilities for further collaboration across the country's 8 universities.
Action:
 - 6 that the current action item on IP scheduled for report back at the September meeting, be extended to include tech transfer.
 - 7 that two successful applications by Professor Bev Lawton, and Dr Tania Slater in the Health Research Council of New Zealand (HRC) grants round were highlighted. Over \$2 million in funding from the HRC to lead projects that advance the wellbeing of Pasifika and Māori communities was awarded.
 - 8 that the Three Minute Thesis competition is back for PhD students and Professor James encouraged Councillors to attend the final on 27 August.
 - 9 that concern was expressed regarding a possible change in the rules for international PhD students. This is an evolving issue, and the Vice-Chancellor will keep Council informed once more is known.
 - 10 that lessons learned from the recent world-wide cyber-attack are on the work plan for the Digital Solutions team. This will be covered in more detail under the Deep Dive in the confidential session of this meeting.

- 11 that a new union is being formed out of this university, to represent academic staff exclusively. They are currently working through the registration process and until this is complete, they cannot enter into bargaining negotiations. It is understood that it is intended for this Union to eventually go nationwide.

Resolved: that the report from the Vice-Chancellor be noted.

260077

26.85 FINANCIAL REPORT TO 30 APRIL 2026

Received: the Financial report to 30 April 2026 from the Chief Financial Officer, Ms Rachel Bruce (document VUWC 26/57).

- Noted:**
- 1 that the report was taken as read.
 - 2 that revenue was unfavourable to budget by \$4.8m, primarily due to the timing of discounts for full fee students and timing of other revenue.
 - 3 that expenditure was favourable to budget by \$4.8m, primarily due to staff vacancies and timing of spend on occupancy and operating expenses.
 - 4 that the Consolidated Group deficit of \$3.4m included the Foundation surplus.
 - 5 that the Foundation surplus of \$3.9m was favourable to budget by \$1.8m, primarily driven by higher donation revenue.

Resolved: that the Financial report to 30 April 2026 be noted.

260078

26.86 CONFERMENT OF QUALIFICATIONS

Received: the list of degrees, diplomas and certificates granted on 15 June 2026 (document VUWC 26/58).

Noted: that the Faculty names in the list had been updated to reflect the decision made by Council at its 23 March 2026 meeting to add the Te Reo name, and remove Wellington from most Faculties and Schools (with the exception of the Wellington School of Business and Government) (resolution 260040).

- Resolved:**
- 1 that Council grants the degrees, diplomas and certificates in this University on the persons listed in document VUWC 26/58, and that their names be entered on the Roll of Graduates on 15 June 2026.
 - 2 that a motion of congratulations to the Graduates be recorded.

Hanif/Evans

260079

26.87 AMENDMENTS TO THE COUNCIL MEMBERSHIP STATUTE AND COUNCIL ELECTIONS' PROCEDURE

Received: a Council paper dated 29 May 2026 from the Vice-Chancellor, Professor Bryony James, regarding the full review of the Council Membership Statute and Council Elections' procedure (document VUWC 26/59).

- Noted:**
- 1 that the Council paper was taken as read.

- 2 that the Chancellor acknowledged the work of the Council review team chaired by Professor Richard Arnold working with James Te Puni, and Caroline Ward.
- 3 that the Council Membership Statute had been in place since its inception in 2016.
- 4 that after consideration of the review team's recommendations by Council, consultation followed with Te Hiwa and then the broader University community. The submission from VUWSA during this stage was excellent in giving suggestions regarding the Elections' Procedure which have been incorporated.
- 5 that after the consultation round, the Council Membership Statute and Elections' Procedure underwent a comprehensive review by the legal team, and this was shared with Council prior to the documents being finalised for approval today.
- 6 that the main changes include a stated intention to have at least three Māori on Council (an increase from at least two), and the Elections' Procedure has been tightened up with clarity around terms; and casual vacancies should they arise.
- 7 that the meticulous work of the University's Policy team in ensuring the Statute and Council Elections' procedure are consistent with the University's policy framework was acknowledged.
- 8 that Council members were unanimous in approving both the Council Membership Statute and the Council Elections' procedure.

Resolved: that Council approve the revised Council Membership Statute and Council Elections' Procedure.

260080

26.88

DELEGATIONS' STATUTE – SCHEDULED FULL REVIEW

Received: a Council paper dated 25 May 2026 from Professor Bryony James (Vice-Chancellor effective 12 June 2026) regarding the full scheduled review of the Delegations' Statute (document VUWC 26/60).

- Noted:**
- 1 that the Council paper was taken as read.
 - 2 that the Delegations' Statute followed the University's standard policy review process, which included consultation with key stakeholders and the wider University community
 - 3 that the Audit & Risk Committee considered the revisions to the Statute in detail at its meeting held on 18 May and was supportive of the proposed amendments subject to some minor tidy ups which have been made.
 - 4 that it was advised that there is a process for sub-delegations which is carried out in writing, with an automated system that ensures that no delegation below sub-delegation can occur. The General Counsel will confirm that this is happening in all cases and that those with sub-delegations are signing to confirm they understand their responsibilities under the Delegations' Statute.

Resolved: that Council approve:

- (a) the revised Delegations' Statute; and
- (b) that two members of Council and the Vice-Chancellor sign the proposed updates to the Delegations' Schedule.

260081

26.89

APPOINTMENT OF COUNCIL MEMBER TO PEOPLE & CULTURE COMMITTEE

Received: a Council paper dated 27 May 2026 from the Chancellor regarding the appointment of Council Member, Ms Megan Evans, to the People & Culture Committee (document VUWC 26/61).

Noted:

- 1 that the Council paper was taken as read.
- 2 that the Chancellor will review the Terms of Reference for this Committee in the near future once the new Vice-Chancellor's objectives have been clarified.
- 3 that it was requested by Professor Arnold that consideration be given to the fact that the Committee composition only allows lay members of Council (i.e. those who are not staff or student representatives).

Resolved: **that on the recommendation of the Chancellor and Chair of the People & Culture Committee:**

Ms Megan Evans be appointed to the People & Culture Committee under Clause 4.1 (c) of its Terms of Reference

260082

26.90

AMENDMENT TO THE NOMINATIONS PANEL TERMS OF REFERENCE

Received: a Council paper dated 27 May 2026 from the Chancellor, Mr Alan Judge, regarding a proposed amendment to the Nominations Panel Terms of Reference (document VUWC 26/62).

Noted:

- 1 that the Council paper was taken as read.
- 2 that the recommendation was unanimously supported, particularly as it was in keeping with the revised intentions under the updated Council Membership Statute.

Resolved: **that on the recommendation of the Chancellor Council approve the amendment of clause 4.1 (e) of the Nominations Panel Terms of Reference:**

**FROM a person appointed by Council on the nomination of Te Aka Matua
TO the Deputy Vice-Chancellor Māori & Kaitiakitanga.**

260083

26.91

STUDENT PRESIDENT REPORTS

Received:

- 1 a report from Mr Aidan Donoghue, VUWSA President (document VUWC 26/63a);
- 2 a report from Mr Mairangi Campbell, and Mr Manaia Puha, Ngāi Tauira Co-Presidents (document VUWC 26/63b).

Noted:

- 1 that the Student President reports were taken as read and Mr Aidan Donoghue and Mr Mairangi Campbell were warmly welcomed to the meeting.
- 2 that the VUWSA President updated Council on a highly active "go hard" trimester with strong student engagement through events, advocacy, and representation, including national collaboration on key student issues. He

highlighted expanded representation now that postgraduate students are included under VUWSA, as well as a major student survey to inform future work.

- 3 that key concerns were discussed, including cost of living pressures, potential fee increases (whilst acknowledging the difficult decisions Council faces to ensure the financial sustainability of the University), and the wellbeing impacts of national policy debates on some student groups.
- 4 that the Ngāi Tauira Co-President highlighted continued focus on strengthening Māori student engagement, wellbeing, and community through a wide range of kaupapa, including events, funding initiatives, and Graduation activities. Work continues to strengthen organisational structures and external advocacy.
- 5 that the Chancellor expressed appreciation of behalf of Council for the hard work and advocacy carried out on behalf of students by both student bodies and wished them well for the second half of the year.

- Resolved:**
- 1 that the report from the VUWSA President be noted.
 - 2 that the report from the Ngāi Tauira Co-Presidents be noted.

260084

26.92

PASTORAL CARE CODE SELF-ATTESTATION REPORT

Received: a Council paper dated 21 May 2026 from Dr Logan Bannister, Deputy Vice-Chancellor (Students) providing the 2025 Pastoral Care Code self-attestation report (document VUWC 26/64).

- Noted:**
- 1 that the Council paper was taken as read.
 - 2 that the report was part of the 2025 monitoring process for the Education (Pastoral Care of Tertiary and International Learners) Code of Practice (2021) and is due to be submitted to Universities New Zealand on 1 July 2026. It confirms that Victoria is meeting its obligations against the Code.
 - 3 that input was gathered from Student Services teams, other Central Services Units (CSUs), the VUWSA President, and existing 2025 reports. This provided strong evidence of Te Herenga Waka's sustained commitment to the Pastoral Care Code ensuring delivery of safe, inclusive, and high-quality services and learning environments that support the wellbeing and success of all Tauira.
 - 4 that Council was invited to submit any detailed comment or feedback to the Deputy Vice-Chancellor, Students by the end of the week.
 - 5 that Council commended the fulsome report provided for its quality and thoroughness.

- Resolved:** that the 2025 Pastoral Care Code self-attestation report be noted.

260085

at 12.00 noon Mr James Te Puni joined the meeting

26.93

FORTHCOMING EVENTS AND NEXT COUNCIL MEETING

Received: a Council Paper from the Secretary to Council, Ms Caroline Ward, dated 2 June 2026 regarding Forthcoming Events (document VUWC 26/65).

- Noted:**
- 1 that the Council paper was taken as read.
 - 2 that upcoming Matariki events were highlighted to which Council members will receive invitations; as well as the annual Tree Planting days which take place in late July.
 - 3 that the next meeting of Council will take place on Monday, 27 July 2026 at 11 am in Room AM103, Alan McDiarmid Building, Kelburn Campus.
 - 4 that Council meetings during the remainder of 2026 will be held at venues as follows:
14 September, Rutherford House, Level 12
19 October, Council Chamber
30 November, Rutherford House, Level 12

Resolved: that the Council paper on Forthcoming Events and the date and details of the next Council meeting on 27 July 2026 be noted.

260086

26.94 AUDIT & RISK COMMITTEE MINUTES

Received: the public minutes of the Audit & Risk Committee meeting held on 18 May 2026.

Noted: that the Audit & Risk Committee minutes were taken as read.

Resolved: that the Audit & Risk Committee minutes be noted.

260087

26.95 RESOLUTION CONCERNING THE EXCLUSION OF THE PUBLIC

Received: a recommendation that certain items be taken with the public excluded (document VUWC 26/66).

Resolved: 1 that the public be excluded from the following parts of the proceedings of this meeting, namely agenda items 18-27.

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	Reason for passing this resolution in relation to each matter		Ground(s) under section 48(1) for the passing of this resolution
	The public conduct of each item below would be likely to result in the disclosure of information for which good reason for withholding would exist under the sections of the OIA identified below.		
18. Minutes of previous meeting held 4 May 2026	Privacy, commercial prejudice,	s9(2)(a), s9(2)(b)(ii), s9(2)(i), and s9(2)(ba)(i)	LGOIMA s48(1)(a)(ii)

	commercial activities.		
19. Health, Safety, and Wellbeing Q1 report	Privacy, commercial prejudice, commercial activities, confidential basis.	s9(2)(a), s9(2)(b)(ii), s9(2)(i), and s9(2)(ba)(i)	LGOIMA s48(1)(a)(ii)
20. Vice-Chancellor's report	Privacy, commercial prejudice, commercial activities, confidential basis.	s9(2)(a), s9(2)(b)(ii), s9(2)(i), and s9(2)(ba)(i)	LGOIMA s48(1)(a)(ii)
21. Financial report to 30 April 2026, and CFO report	Commercial prejudice, commercial activities, Confidential basis	s9(2)(b)(ii), s9(2)(i), and s9(2)(ba)(i)	LGOIMA s48(1)(a)(ii)
22. Deep dive – Digital Assets	Commercial prejudice, commercial activities, Confidential basis	s9(2)(b)(ii), s9(2)(i), and s9(2)(ba)(i)	LGOIMA s48(1)(a)(ii)
23. Amending of qualification conferred	Privacy	s9(2)(a)	LGOIMA s48(1)(a)(ii)
24. National Music Centre quarterly report	Commercial prejudice, commercial activities, Confidential basis	s9(2)(b)(ii), s9(2)(i), and s9(2)(ba)(i)	LGOIMA s48(1)(a)(ii)
25. 320 The Terrace demolition update	Commercial prejudice, commercial activities, confidential basis.	s9(2)(b)(ii), s9(2)(i), and s9(2)(ba)(i)	LGOIMA s48(1)(a)(ii)
26. Audit & Risk Committee minutes, 18 May 2026 meeting	Commercial prejudice, commercial activities, confidential basis.	s9(2)(b)(ii), s9(2)(i), and s9(2)(ba)(i)	LGOIMA s48(1)(a)(ii)
27. Council only time	Privacy, commercial prejudice, commercial activities, confidential basis.	s9(2)(a), s9(2)(b)(ii), s9(2)(i), and s9(2)(ba)(i)	LGOIMA s48(1)(a)(ii)

In relation to each of the above items, no public interest consideration has been identified favouring disclosure of the particular information in public proceedings of the meeting that would override the need to withhold the information.

This resolution is made in reliance on section 48(1)(a) of the Local Government Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by holding of the whole or the relevant part of the proceedings of the meeting in public are set out above.

- 2 that such members of the senior leadership as the Chancellor and the Vice-Chancellor request be permitted to remain at this meeting, after the public has been excluded, with the exception of agenda item 27, because of their knowledge of the relevant matters identified above which will be of assistance in relation to those matters.

260088

Agenda Item 4

Report from the Chancellor

To receive: an oral report from the Chancellor, Mr Alan Judge.

To resolve: that the oral report from the Chancellor be noted.

Agenda Item 5

Report from the Vice-Chancellor

To receive: a report from the Vice-Chancellor, Professor Bryony James, dated 16 July 2026 (document VUWC 26/76).

To resolve: that the report from the Vice-Chancellor be noted.



COUNCIL PAPER

To	Members of Council
From	Bryony James, Vice-Chancellor
Author	Bryony James, Vice-Chancellor
Date	16 July 2026
Subject	Vice-Chancellor's report – public
Document #	VUWC 26/76

Executive Summary

It has been a period of new beginnings, restarts and celebrations, well suited to a Matariki report. A particular highlight of the period was the Matariki Hākari where our mana whenua partners joined us once more for a feast and an evening of connection.

Domestic recruitment activity kicked up a notch with Year 12 days and the Wellington parents' evening attracting increased numbers and creating a buzz on campus. The buzz is amplified by the number of current students on campus, with throngs attending Clubs' Expo on the 14th and 15th of July. The number of students wanting to be present on our campuses is borne out by the data from use of the Library which showed visits by 713,312 people in the first six months of the year.

International enrolments have reached an all-time high, hitting 3,792 students and sitting 10% above the 2019 peak, this marks the University's final recovery from COVID. Alongside student growth at The Wellington Institute at Zhengzhou University this represents a substantial achievement for our international team.

Activity in support of student success continued with the implementation of He Kokonga Whare e Kitea. This programme is advancing 10 priority initiatives, including a shared University-wide definition of what student success actually is. Supporting student wellbeing is a strong focus at all times and at this time of year this is particularly evident in the form of the Winter Clothing Drive, Winter Wellness activities, and preparing to launch the Winter Energy Grants.

An exciting new student leadership programme called "Wana" was launched this month, with 45 students being selected and supported on their leadership journey. Some of the students joined staff attending the Wellington Gold Awards where the VUW "New Thinking" award went to Ratu Mataira, founder of OpenStar and an alumnus of this university.

Capability development for staff was also supported, with the Centre for Academic Development launching the revamped Postgraduate Certificate in Higher Education Learning and Teaching. The Ako Victoria Symposium brought together academic and professional staff around the theme of navigating learning and teaching in higher education.

Preparation is underway for the August employee engagement survey, “Your Voice”, and academic promotions kicked off the second round under the new framework, with increased application numbers indicating continued high engagement.

Operational delivery was similarly strong. Digital Solutions completed major milestones across data management, the Future Web Programme, the Pāwai digital asset management platform, and supported delivery of digital exams at scale. Property Services completed and opened the Kelburn Student Service Hub in time for Trimester 2, receiving excellent early feedback from students.

Changes in the research funding environment are being finalised, and the Research Office is already developing communications, training, and processes to support researchers through the new settings. Wellington UniVentures secured two successful Tier 2 projects in the final KiwiNet funding round.

Overall, the University is making tangible progress across core priorities, while actively responding to sector change, and having input into that change. Amongst the changing environment we continue our unwavering focus on delivering student and staff success.

Mānawatia a Matariki

For the first time in several years the, previously annual, Matariki Hākari was held. On the evening of 8 July Ngā Mokopuna put on its finery and welcomed back to Te Herenga Waka our Taihonoa partners. With the Marae open once more, this was an opportunity to welcome them back and to reaffirm the importance of these relationships.

The evening provided a chance for our Taihonoa partners to meet staff and students from across the University whilst sharing in a Matariki feast. We were able to celebrate our collective achievements, and plan on how to further extend and deepen our partnerships for the benefit of future generations.

Also, marking Matariki, we held the first Matariki Hautapu. This was a well-attended community event at dawn, hosted by our students, as we welcomed the rising of Matariki, followed by a light breakfast at Ngā Mokopuna.

Academic Update

Since endorsement of the Student Success Plan, the implementation of He Kokonga Whare e Kitea has progressed across 10 priority initiatives. Recent milestones include the development of a shared University-wide definition of student success, informed by extensive engagement with students and staff, and the establishment of Data Champion and Data Coach roles to strengthen student success data capability across faculties and schools. The programme remains focused on embedding sustainable approaches that improve student progression, retention and equity of outcomes beyond the life of the TEC-funded project.

Attack on Canvas/Nuku

Starting the week of the 4 May, Instructure, the company who operate the Canvas Learning Management Centre which is the heart of the University's Nuku Learning Platform, came under attack from a criminal group. This attack resulted in Instructure shutting down without warning their systems on Friday, 8 May at 8am. This affected Victoria University of Wellington, Auckland University and AUT, along with many other universities and school systems globally.

The attackers threatened to release publicly data copied from approximately 9,000 universities and school systems worldwide. The attack was clearly targeted to create maximum disruption for US providers during their final week of courses and various demands were inserted into the login screens of some universities.

Victoria took the decision to prevent access to the Instructure systems and provided an information page for staff (<https://intranet.wgtn.ac.nz/staff/services-resources/digital-solutions/canvas-breach-staff-information>) and students (<https://www.wgtn.ac.nz/digital-solutions/your-student-account/canvas-breach>) which included communicating that the system would remain offline until the following Wednesday in order to assess the privacy impact of any released data and ensure there was no risk of further security breaches.

Following a decision by Instructure to pay the attackers a ransom, with associated removal of threats to disclose data, the system was returned to use on the morning of Monday, 11 May and has remained in normal operation since then.

The Centre for Academic Development (CAD) is working with Digital Solutions, the University legal team, and Instructure to identify what data was accessed so that privacy notifications can be made. A full review of the incident will be conducted and the implications for the continuity of learning and teaching in the future will be used to plan improvements to our systems and processes. A Business Continuity for Learning and Teaching Working Group has been convened by CAD Director Professor Stephen Marshall with members drawn from all faculties and Digital Solutions. This group will develop a framework for ensuring learning and teaching business continuity planning is coherent, comprehensive and coordinated across the University.

Library

The Library has welcomed 713,312 people to our libraries from January to 30 June 2026. This is an increase of 24,608 over the same period last year.

Library	2025 (Jan to June)	2026 (Jan to June)	Variance
Kelburn	454,613	474,833	20,220
Architecture & Design	89,853	89,615	-238
Law	54,641	54,594	-47
Commerce	89,597	94,270	4,673
TOTAL	688,704	713,312	24,608

Centre for Academic Development (CAD)

The revamped Postgraduate Certificate in Higher Education Learning and Teaching (PHELT) was launched in Trimester One with 27 individual staff enrolling across seven courses, to a total of 73 enrolments. This qualification is delivered by CAD and provides a flexible pathway to a formal teaching qualification for university staff, addressing a range of current learning and teaching priorities including the impact of AI, course and programme design, and supporting staff preparing for promotion.

Ako Victoria Symposium

The 2026 Ako Victoria Symposium was held during the mid-year break (24-26 June) across three half-day sessions. The theme Arotahi ki ngā whetū - Navigating learning and teaching in higher education: Looking to the stars brought together 18 presentations from 27 academic and professional staff. The programme featured keynotes from Dr Emma Dunlop-Bennett (AVC Pasifika) and Professor Rawinia Higgins (DVC Māori) as well as brief addresses from Professor Bryony James (VC), Professor Robyn Longhurst (DVC Academic) and Professor Stephen Marshall (CAD Director). In addition, a student and staff panel invited participants to consider what we are learning from students about belonging, participation, and success in higher education.

Student Update

Preparations are well underway for University Open Day on Friday 21 August.

Future student engagement remained strong with regional “Information Evenings” showing increasing numbers. Overall attendance at in-person events increased from 1,802 in 2025 to 1,930 in 2026. While attendance at Auckland and Christchurch events declined over this period, all regions that have been identified as having potential for recruitment growth experienced strong increases in attendance.

Year 12 Day

Year 12 Day is the University’s largest on-campus experience for Wellington secondary students. Engagement remained strong, with approximately 1,000 Year 12 students registered and 18 Wellington secondary schools in attendance (consistent overall attendance with 2025, with an increase in participating schools from 15 to 18). The programme offered a broad mix of sessions across three blocks, including discipline-specific tasters delivered by academic staff and transition-focused topics such as degree planning, student finance, and wellbeing.

The event is designed to engage students early in their decision-making about tertiary study and to position the University as their natural first choice. It provides an opportunity to showcase the breadth of academic offerings and student support services, while also reinforcing the steps students should be taking now to prepare for university. Where possible, the event also supports the capture of student data to inform subsequent engagement and nurture activity.

Wellington Parents’ evening

Wellington Parents’ Evening was held on Thursday 25 June and attracted 483 registrations (up from 225 in 2025). We repositioned the traditional student information evening to a parent-focused experience, enabling more targeted, staged information delivery across the recruitment cycle. A plenary session sets parents up to engage directly with academics and student support staff at the expo, with the overall design intended to position whānau as informed partners in the decision-making and planning journey.

VicStart

VicStart allows school students (typically year 13) to take an entry-level university course while still at school. VicStart has continued to grow in 2026, with enrolments exceeding 2025 levels and participation extending to a greater number of secondary schools. This reflects sustained learner demand and an expanding reach across the school sector. As engagement continues to broaden, VicStart is becoming an increasingly important pathway within the University's future learner pipeline. The programme is also well positioned to support emerging national priorities around clearer and more structured transitions from secondary to tertiary education, helping students engage earlier, make informed study choices, and transition successfully into higher education.

International enrolment

As we approach Trimester 2, 2026, a key milestone has been reached: international student enrolments at VUW have now surpassed pre-pandemic benchmarks. This milestone represents a full recovery from the impacts of COVID-19

Student Finance Initiatives

[Hardship Fund Equity Grants](#) - Applications for the Trimester 2 round closed 4 June and students have been advised of the outcome.

Winter Clothing Drive will be held 16 July in the Hub. Students can collect donated items such as winter clothing, bedding, and blankets. This year a 'Winter Wellness' expo will also be run at the same time as the clothing drive. Teams from the Rec Centre, Mauri Ora, the Sustainability Office, and the Sustainability Trust will be providing students with tools and advice about how to keep well during winter.

[Winter Energy Grants](#) - Opening 27 July, these grants will help support students with increased power bills over winter. The team have worked with Digital Solutions to create a new application form for these grants, which will be accessed via Pūaha. This change should make the application process easier for students, as well as streamline the assessment of applications for staff.

Wana – Vice-Chancellor's Leadership Programme

(Wana - has multiple meanings, including (verb) to bud, shoot (of a plant), sprout, come to life. It also means, to be exciting, thrilling, inspiring, stimulating. As a noun, it is a seedling or young shoot, passion, energy, zest).

This philanthropically funded programme, of 45 students, has commenced with an induction day facilitated by Jess Stuart, with Liz Mellish as the afternoon speaker. The key objective of this programme is to expose these potential leaders to some of our nation's most well-known figures to hear their stories, understand how to navigate leadership challenges and develop tools to equip them to be the leaders of tomorrow.

Research Update

Wellington UniVentures helped to secure major funding success with two Tier 2 projects funded in the final KiwiNet round. The projects were both out of the Ferrier Research Institute with 50:50 funding from UniVentures and the Pre-Seed Accelerator Fund: Dragonflies – Eye Edema with a total budget of \$500k, and RSV vaccine with a total budget of \$655k. This was the last round of funding administered by KiwiNet, and UniVentures' two applications were the only ones to be successful.

Transition Fund

The Ministry of Business, Innovation and Employment (MBIE) has recently announced the creation of the [Transition Research Fund \(TRF\)](#) for 2027. This fund replaces the Marsden Fund and Endeavour Fund, neither of which will run again. It operationalises the new [Science Investment Plan 2026-2036](#) where the big change is towards mission-led research and demonstrating impact. There is a total of \$84m to apply for in the upcoming rounds. MBIE is progressively releasing more information on the funding types, funding allocations and applications caps.

Total contract numbers anticipated nationally, per category

Funding mechanism	Primary Industry and Biotech	Technology for Prosperity	Environmental Sustainability and Resilience	Health, People and Thriving Society	Total
Talent Development	0	49	0	0	49 \$12.3M
Projects	17	40	15	9	81 \$40.9M
Programmes	5	5	4	1	15 \$31.6M
	22	94	19	10	145 \$84.8M

Intellectual Property Policy

This new [IP policy](#) came into force on 1 July 2026, it covers the creation and development of new IP (but not pre-existing IP) from government-funded research. The Government also [announced an additional \\$40.7m](#) funding alongside this policy. The policy is intended to enable greater commercialisation of IP and incentivise creators by giving them more control over their IP, and the new funding will strengthen the commercialisation ecosystem including building commercialisation skills.

Operations Update

Digital Solutions

During June, Digital Solutions delivered several significant milestones that strengthened the University's digital resilience, capability and student experience.

DS successfully migrated eight Halls of Residence network links to the Datacom Data Centre and completed a major data warehouse operating system upgrade and migration, both delivered to plan with no unplanned service disruption.

Our new sensitive data collection platform (REDCap) cleared all internal and external security reviews, enabling the first production pilots for secure research collaboration with staff and external partners.

The Future Web Programme achieved a key milestone by automating the annual publication of more than 2,000 course outlines, improving efficiency for both staff and students.

The University's new Digital Asset Management platform (Pāwai) also went live. Pawai is the University's digital image library and holds thousands of legally compliant images and videos created by the Image Services and Marketing teams, as well as templates and logos.

June also saw the successful delivery of Trimester 1 digital exams (using Inspira) at full scale, supported by a cross-functional team who ensured smooth exam delivery, accessibility support and rapid response to emerging requirements.

Campus Operations

On 2 July 2026, the Government confirmed final amendments to the Hazardous Substances Regulations that would enable laboratory operators to comply through either an Approved Code of Practice or an equivalent risk-based approach. These changes are scheduled to come into force on 30 July 2026. Since 2017, universities and Crown Research Institutes (CRIs) have faced significant compliance challenges in this space and, since 2025, Dr Mat Anker and Dan Mahony have worked collaboratively with universities, research institutions, testing laboratories, WorkSafe New Zealand, and industry representatives to support the development of a more practical and risk-based regulatory approach.

The University has also actively contributed to the WorkSafe Industry Guidance Advisory Group responsible for developing future laboratory guidance. VUW has played a pivotal leadership role in achieving this result. This outcome represents a significant achievement for New Zealand's research, science, and tertiary education sectors. The reforms will provide organisations operating laboratories with greater certainty, flexibility, and proportionality in managing hazardous substances while maintaining robust health and safety standards.

Property Services

The Kelburn campus Student Service Hub was completed and opened in time for Trimester 2 and occupies a prominent position on Level 1 of the library, adjoining The Hub. There has been excellent feedback on the new Hub, its location and access for students.

The team are currently reviewing an option to test modular buildings, for student independent living purposes. The team is proposing to trial this at 37 Salamanca Road. Currently this is in the early planning phase, and further updates will be provided as we explore this option further.

HR Update

Employee Engagement Survey – Your Voice

We will run a full employee engagement survey in August 2026, and this will be delivered on a new platform called Culture Amp. With the addition of Te Herenga Waka, Culture Amp will be the provider across five New Zealand Universities and nine in Australia. This will enhance our opportunity to benchmark within our sector which we have not had previously. Staff communication will be started in July.

Academic Promotions

The promotions panel started meeting on 13th July to consider applications. This will be our second year under the Academic Promotion Framework and, so far, the application numbers show increased engagement.

Engagement Update

The university is a sponsor of the Gold Awards, Wellington's premier annual business celebration. At the Awards night on 2 July the VC presented the *New Thinking Award* that honours new revolutionaries and disruptive influencers, those who embody curiosity, bold thinking, and create positive change. This year's winner was Ratu Mataira, CEO of OpenStar Technologies, a Wellington-based nuclear fusion energy company developing a novel reactor designed to produce safe, reliable, carbon-free electricity. Ratu is a VUW Distinguished Alumni with a PhD in superconductivity physics through the Robinson Research Institute. We invited five students to attend the Gold Awards, and they enjoyed the chance to be a part of the celebration of Wellington's success and to network with the Wellington business community.

Recommendation

that Council note the Vice-Chancellor's public report.

Consideration of the Te Tiriti o Waitangi [statute](#)

This paper aligns, primarily, with the principals of Rangatiratanga and Mahi tahi. The Matariki events described here were tikanga-led and reflected the partnership between the University and Mana Whenua.

Agenda Item 6

Financial report to 30 June 2026

To receive: the Financial report to 30 June 2026 from the Chief Financial Officer, Ms Rachel Bruce (document VUWC 26/77).

To resolve: that the Financial report to 30 June 2026 be noted.



JUNE 2026

SUMMARY MONTHLY PUBLIC FINANCIAL REPORT

CONSOLIDATED STATEMENT OF FINANCIAL PERFORMANCE

STATEMENT OF FINANCIAL PERFORMANCE	Jun 26 YTD		
	Act	Bud	Var
	\$m		
Government Grants incl. PBRF	102.5	102.5	0.0
Tuition Fees	79.1	81.0	-1.9
Research, Commercial & Other	113.3	109.8	3.5
REVENUE	294.9	293.3	1.6
People	150.3	150.7	0.4
Occupancy	25.6	27.2	1.6
Operating	92.3	89.5	-2.8
EXPENDITURE	268.1	267.4	-0.8
EBITDA	26.8	25.9	0.8
Depreciation & Amortisation	30.2	29.9	-0.3
Interest Expense	0.8	1.2	0.4
UNIVERSITY GROUP SURPLUS/DEFICIT	-4.3	-5.2	0.9
%	-1.5%	-1.8%	
CONSOLIDATED GROUP SURPLUS/DEFICIT	6.6	-0.1	6.7
%	2.1%	0.0%	

Presentation of figures rounded to nearest \$100k can lead to minor rounding differences in tables.

YTD overview

- Revenue is favourable to budget by \$1.6m, primarily due to timing of research revenue, partially offset by lower tuition fees due to the timing of full fee discounts.
- Expenditure is unfavourable to budget by \$0.8m, primarily due to timing of research related expenditure, partly offset by lower utilities and reactive maintenance costs.
- The Consolidated Group Surplus of \$6.6m includes the Foundation Surplus.
- The Foundation Surplus of \$10.9m is favourable to budget by \$5.8m, driven by higher donation revenue and unrealised investment gains and lower transfers to the University.

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

STATEMENT OF FINANCIAL POSITION	As At:	
	Jun-26 Actual	Jun -25 Actual
	\$m	
Cash & Cash Equivalents	74.7	75.7
Investments	136.3	117.0
Accounts Receivable & Accruals	39.2	29.4
Pre-Paid Expenses	7.6	8.7
Other Current Assets	9.2	9.4
TOTAL CURRENT ASSETS	267.0	240.3
Property, Plant and Equipment	1,223.6	1,194.7
Intangibles	7.1	8.1
Investments in Related Parties	8.3	7.6
TOTAL NON-CURRENT ASSETS	1,239.0	1,210.3
TOTAL ASSETS	1,505.9	1,450.6
Accounts Payable & Accruals	67.6	49.2
Revenue in Advance	171.7	148.2
Bank Borrowings – Current	-	-
Employee Entitlements – Current	21.1	20.6
Other Current Liabilities	3.8	3.5
TOTAL CURRENT LIABILITIES	264.2	221.4
Employee Entitlements – Non-current	21.9	20.0
Bank Borrowings – Non-current	20.0	40.0
TOTAL NON-CURRENT LIABILITIES	41.9	60.0
TOTAL LIABILITIES	306.1	281.4
NET ASSETS	1,199.9	1,169.2
Accumulated Surplus	513.0	501.3
Current Year Earnings	6.6	12.4
Other Reserves	680.3	655.6
TOTAL COMMUNITY EQUITY	1,199.9	1,169.2
TOTAL LIABILITIES & COMMUNITY EQUITY	1,505.9	1,450.6

Presentation of figures rounded to nearest \$100k can lead to minor rounding differences in tables.

Agenda Item 7

Conferment of Qualifications

To receive: the list of degrees, diplomas and certificates granted on 27 July 2026 (document VUWC 26/78).

To resolve:

- 1 that Council grants the degrees, diplomas and certificates in this University on the persons listed in document VUWC 26/78 and that their names be entered on the Roll of Graduates on 27 July 2026.
- 2 that a motion of congratulations be recorded.



DEGREES, DIPLOMAS AND CERTIFICATES TO BE GRANTED ON 27 JULY 2026

Doctor of Health

Mako, Michelle Patricia

Doctor of Philosophy

Bao, Di, *in Marketing*

Chaos, Eleanor Iris, *in Environmental Studies*

Collina, Matteo, *in Museum and Heritage Studies*

Collins, Rianna Tasmin, *in Marine Biology*

De Pol, Florian Baptiste, *in Chemistry*

Dierkes, Marissa Patrice, *in Physics*

Glukhova, Stefaniia, *in Physics*

Goodall, Suskya Gwen, *in Education*

Gorjifard, Seyedehtroya, *in Health and Wellbeing*

Howett, Callum Alexander, *in Cell and Molecular Bioscience*

Jannink, Tineke Nancy, *in Applied Linguistics*

Kou, Simin, *in Computer Graphics*

Leon Garcia, Indira Vanessa, *in Ecology and Biodiversity*

Lewis, Robert Edward, *in Marine Biology*

Lister, Alexandra Rose, *in Cell and Molecular Bioscience*

McClean, Robert Andrew, *in Museum and Heritage Studies*

Mirza, Zuhair Tavar, *in Engineering*

Penteado Caiaffa, Luca, *in Architecture*

Rampal, Hirdey, *in Cultural Anthropology*

Saeed, Amer Tayes, *in Engineering*

Te Hurihanganui, Paora Messiah, *in Physical Activity and Hauora*

Tse, Cassandra Jane, *in Creative Writing*

Xing, Zezhou, *in Linguistics*

Zhao, Deqiao, *in Education*

Zouch, Grant Allen, *in Education*

TE WĀHANGA WAIHANGA-HOAHOA–FACULTY OF ARCHITECTURE AND DESIGN INNOVATION

Master of Architecture (Professional)

Baskaran, Mithun Raj, *with Merit*

Beard, Samuel James, *with Merit*

Carter, Kruz Jakob Lee, *with Merit*

Coombes, Amie Joanne, *with Merit*

Kauder, Ella Caitlin, *with Merit*

Kendall, Logan James, *with Distinction*

McLeod, Mitchell Edward Arthur, *with Merit*

Moore, Lucy Ann, *with Merit*

Parbhu, Avi

Wilson, Keeley Ann, *with Distinction*

Xu, Yanjie

Master of Architectural Science

Mercado, Isabella Quimno, *in Sustainable Engineering Systems with Distinction*

Master of Design Technology

Abhyankar, Anurag Rameshwar, *with Distinction*

Bennett, Keigan Drake Everett, *in Lighting and Rendering with Distinction*

Close, Rita Alice, *in Animation with Distinction*

Heayns, Renee Emily,

Master of Interior Architecture

Chester, Lachlan William, *with Merit*

Master of Landscape Architecture

Eales, Thomas Richard Maurice, *with Merit*

Bachelor of Architectural Studies

de Montalk, Sebastian

Eales, Thomas Richard Maurice

Kalubowilage Don, Thushika Shenadhi Effimia

Kaur, Saman Preet

McLeod, Mitchell Edward Arthur

Prosser, Adam Hugo

Torreno, Rachel Mae

Bachelor of Building Science

Gubbels, Sam Franciscus Sophia

Stevenson, Milan Charles

Tautau, Semisi Ao

Bachelor of Design Innovation

Chan, Yasmin

Christie, Hayley Talia

Cunningham, Daniel Benjamin

Currie, Meg Frances

Fernandes, Dawson

Harriss, George Thomas

Irvine, Liam Michael

Lawson, Jacob

Livingston, Jamie Andrew

Ma, Yuxingyuan

Mercer, Charlotte Alice

Tippayamaskomon, Suwaree

Winters, Ai

Postgraduate Diploma in Designed Environments

Thomas, Caroline Ann, *in Architecture*

ŌRAUARIKI–WELLINGTON SCHOOL OF BUSINESS AND GOVERNMENT

Executive Master of Business Administration

Ruan, Baigang

Master of Commerce

Gusmão Amaral, Peregrina Maria, *in Information Systems with Distinction*

Li, Huiquan, *in Human Resource Management and Employment Relations with Merit*

Perera, Anju Milhuisen, *in Human Resource Management and Employment Relations with Merit*

Master of Information Studies

Ballantyne, Amy, *in Archives and Records Management and Library Science with Merit*

Farley, Melita Jane, *in Archives and Records Management and Library Science with Distinction*

McCoy, Liam Michael, *in Archives and Records Management and Library Science with Merit*

Vince, Hannah Joy, *in Archives and Records Management and Library Science with Distinction*

Master of Professional Business Analysis

Bisht, Shubham, *with Merit*

Chen, Yilong, *with Merit*

Cheng, Qianxun, *with Merit*

Dao, Nhi Thao, *with Distinction*

Dao, Nhu Thao, *with Distinction*

Ghai, Shivam, *with Merit*

John Catharine, Shijo Bennet, *with Merit*

Joshi, Shruti, *with Merit*

Kulatunga, Dakshini Thiloka, *with Distinction*

Miller, Alexander Stephen McLeod, *with Distinction*

Naznin, Kashpia, *with Merit*

Nguyen, Do Minh Ngoc, *with Merit*

Nguyen, Ngoc Doan Han, *with Distinction*

Nguyen, Phu Quang, *with Merit*

Reevu, Sabit Rafat, *with Merit*

Shrivastava, Mranal, *with Merit*

Sibi, Sajan

Tedjojuwono, Emily Virginia, *with Distinction*

Zou, Ying, *with Merit*

Master of Public Management

Nanthalath, Thanaphone, *with Merit*

Omongbale, Charlotte Onosetale, *with Merit*

Putra, Muhammad Pambudi, *with Merit*

Wilson-Goldman, Asher Daniel, *with Merit*

Master of Public Policy

Aprilliya, Reni, *with Distinction*

Chea, Muykim, *with Merit*

Khamphounvong, Chansouda, *with Merit*

Kurniawati, Novia, *with Merit*

Lele, Kenslyne

Lucy, Isobella Francesca Severne

Tekaei, Jennifer *with Merit*

Bachelor of Commerce

Agaiava, Charisma Mesepa Natanya

Ahmed, Zeedan

Areta, Bronwyn Matelina

Avia, Joy Eline
Bell, Katherine Louise Ross
Bui, William
Chen, Rong
Del Rosario, Ivan Azores
Frampton, Amelia Barbara
Gwynne, Carys Elaina Garner
Hardie, Peter John
Hillman, Keita Gloria Anne
Inder, Blake Elijah John
Jackson, Hunter William McKean
Karantze, Isabella Rose
Kelly, Christopher George
Kohleis, Alex Rose
Lerm, Niko
Lovell, Joshua
Lyons, Jeanette Anne Galletly
Mara, Toby Daniel Patrick
Nguyen, Thong Huy
Rollinson, Grier Jessica
Sunnex, Charlotte May
Surti, Mikhail
Taylor-Maddock, Caitlin Jade
Tom Kuriakose, Mathew
Tonga, Siutaula I Tuatonga Mavis Pua Tupou
Townsend, Charlotte Kathleen
Vena, Bethany Grace-Annalei
Walker, Joe Ivan
Wang, Xiaozhu
Wienk, Annie Joy
Yiappos, Anastasios Dionysios

Postgraduate Diploma in Information Studies

Kung, Melanie Yoshiko
O'Neill, Damian Patrick
Spiers, Laura Eileen Haley
Wong-Cornall, Cecilia Wing-Chun

Postgraduate Diploma in Professional Accounting

Shen, Jinying

Graduate Diploma in Commerce

Lowe, Sandra Lillian, *in Human Resource Management and Employment Relations*

Postgraduate Certificate in Global Business

Dupont-Fargier, Charlotte Jeanne

Postgraduate Certificate in Information Studies

Brown, Imogen Anne Reader
Calder, Amy Cezanne Erana
Foster, Huijin
Fox, Quentin George Aloysius
McMahon, Aoife Patricia
Moate, Jacqueline Alexandra
Owen, Liliane Juliet
Smith, Baylee Ann
Smith, Tessa June

TE PUKENGA WAI–FACULTY OF EDUCATION, HEALTH, AND PSYCHOLOGICAL SCIENCES

Master of Education

Adyan, Faqih Al, *with Distinction*

Chang, Hsien Wen, *with Distinction*

Sarikham, Rattiyakon, *with Distinction*

Master of Educational Psychology

Judd, Elissa Mary, *with Distinction*

Seneviratne, Maleesha Kavindi, *with Distinction*

Shirley, Austyn Perry, *with Merit*

Tse, Tsoi Tung Twinkle, *with Merit*

Master of Health

Cabatian, Charlene Gail Ravarra, *with Merit*

Neems, Ella Bailee, *in Health Policy Planning and Service Delivery with Merit*,

Parajuli, Preeti, *in Health Leadership and Management*

Sharma, Prakashin *Health Leadership and Management with Merit*

Master of Health Psychology

O'Connell, Kira Molly, *with Distinction*

Master of Nursing Science

Joseph, Alice, *with Merit*

Williams, Emma Louise, *with Distinction*

Master of Secondary School Leadership

Bailey, Bede John, *with Distinction*

Diaz, Frances Dorothy Catherine, *with Merit*

Kaur, Supreet, *with Distinction*

Tausa, Isapela Lydia, *with Merit*

Tuputupu, Geline-'Ofa-Loto-Ki-Vava'u, *with Merit*

Master of Teaching and Learning (Primary)

James, Sophie Elizabeth, *with Distinction*

Bachelor of Health

Richardson, Charlotte Rose

Bachelor of Midwifery

Smith, Amika

Postgraduate Diploma in Health Psychology

Mahoney, Hannah

Postgraduate Diploma in Nursing Science

Tanner-Lloyd, Jessica Maree,

Tu'ungafasi, Salote Panisia,

Graduate Diploma of Teaching (Primary)

Mendrun, Marek Michal

Postgraduate Certificate in Health

Abraham, Christeena
Nel, Amy Jane
Singleton, Matthew Laurence
Xavier Vadakkan, Seno

Postgraduate Certificate in Midwifery

Maule, Adrianne Elizabeth

Postgraduate Certificate in Nursing Science

Dempster, Meg
Grigg, Eleanor Jessie
Head, Sheree
Kaur, Ramandeep
KC, Sanjana
Kumar, Amisha Simran
Norton, Alissa
Rennie, Emma Kate
Rodriguez, Jamie Williams Evangelista
Tuigamala, Faasala
Webb, Ashleigh Rose

TE WĀHANGA ARONUI–FACULTY OF HUMANITIES AND SOCIAL SCIENCES

Master of Arts

Dixon, Shemaia Meleane, *in History with Merit*
Maxwell, Tam Hannah Joy, *in Classical Studies with Merit*
Stevens-Adank, Flavia Francesca, *in History with Distinction*
Williams, Louis Peter Randall, *in Political Science with Distinction*
Williams, Mya Elin Monks, *in Criminology with Distinction*

Master of Fine Arts (Creative Practice)

Morais, John Ethan Taranui, *in Film*

Master of Intercultural Communication and Applied Translation

Cao, Na, *with Merit*

Master of Museum and Heritage Practice

Arnold, Thomas Nathan, *with Distinction*

Master of Music Therapy

Ioannou, Zoe, *with First Class Honours*
Plumpton, Jackson Mark, *with Second Class Honours (first division)*

Master of Philosophy, Politics and Economics

Avery, Heidi Layne, *with Merit*
Dawson, Sarah Mary

Master of Strategic Studies

Thakur, Abhishek, *with Distinction*

Bachelor of Arts

Abbey, Victoria Susan
Adams, Bella Sylvie Lilian
Ahio, Kalesita Mateaki

Allen, Maddison Jo Teresa
Atu, Lily Rose
Banks, Emily Maree
Barbarich-Waikari, Pagan Cassidy
Bareta-Rodgers, Olivia
Boennic, Lucas Geoffrey
Caicedo Ramirez, Edin Yamid
Cameron, Ataraira Janet Patricia
Carter, Joseph Raymond
Chea, Pisey
Cheung, Isaac Wing-Wa
Chrispin, Ananya
Coulson, Charlotte Frances Michie
Donald, Katelyn Margaret
Duck, Atticus Wesley
Edwards, Annalita Meleka
Gordon-Lacey, Andre James Ross
Higgan, Maddison Sophie
Horsfall, Emilie Rose
Johnson, Harvey Alexander
Kelleher, Lillian Rose
Kenny, Riwhi J
Knight, Luke Jon
Kroupa, Kate Suzanne
Leauanae, Dorothy Anna-Moira
Lees-Galloway, Laila Jane
Li, Zhexuan
Lowes, Matthew Ryan
Ma, Man Yan
Matia, Anahera Arikirangi
Matthews, Margaret Kate
Meldrum, Chloe Robyn
Menzenbach, Maya Felicitas
Millard, Anneliese Nikki
Morris-Cootes, Ariana Grace
Nicholson, Leila Rose
Prestidge, Reuben Bede
Ratcliffe, Jane Patricia
Rollinson, Grier Jessica
Scheck, Kaira Talita-Kumi Deeanna
Stewart, Isabella Lucia-Rene
Thompson, Renee Rose
Tiede, Darcy Adriaan Laurence
Tovio, Faamalele Lata
Tran, Luong Hanh Nguyen
Tulloch, Felix George Waters
van Loggenberg, Morgan
Vercoe, Mackenzie Bryn
Vincent, Lochlan Charles
Vujcic, Tomas Kieron
Warner, Alex Henry
Wesson, Patricia
Willis, Melody Blanche Mackintosh
Wyatt, Elizabeth Rose

Bachelor of Communication

Chen, Haoyue
Huan, Xinwen
McCardle, Dominic Vincent
Wang, Qiyue
Wang, Ruirui
Wang, Sipan
Xiang, Zhiyong
Xu, Ruixi
Zhang, Yun
Zhou, Lingqing

Bachelor of Global Studies

Millard, Anneliese Nikki

Bachelor of Music

Atu, Lily Rose

Postgraduate Diploma in Political Science

Adams, Henry Thomas John
Koirala, Karvika

Graduate Diploma in Arts

Mulqueen, Leo, *in Political Science*
Ngatai, Emma Edith, *in Political Science*
Plane, Tracy Marie, *in Sociology*
Relacion, Angelica Celeste Young, *in English Literature*
Seng, Moniroth, *in Education*
Wilcock, Claudia, *in Public Policy*

Diploma in University Studies (Pasifika Pathways)

Fata, Benjamin

Certificate in Languages

Farquhar, Rebecca Sophie, *in Spanish*

Certificate of Proficiency in English

Asa, Nanami
Bassetti, Alessandro
Kouch, Dalin
Liu, Qi
Lopez Ttito, Rocio Del Milagro Ursula
Shibasaki, Momo
Tekaei, Jennifer
Undah, Estolmay Beverly
Zarkoosh, Mahdi Fahad
Zin Nwe Tun

TE KAUHANGANUI TĀTAI TURE–FACULTY OF LAW

Bachelor of Laws

Boennic, Lucas Geoffrey
Coulson, Charlotte Frances Michie
Donald, Katelyn Margaret
Johnson, Harvey Alexander
Lauridsen, Matthew Justus Jaquery

Leauanae, Dorothy Anna-Moira
Lim, Monica Hannah
Lyons, Jeanette Anne Galletly
Morris-Cootes, Ariana Grace
Yin, Xu

TE WĀHANGA A MANAIA–FACULTY OF SCIENCE AND ENGINEERING

Master of Applied Statistics
Zhou, Puer *with Merit*

Master of Artificial Intelligence
Beeken, Joseph, *with Merit*
Gavazzi, Joao Ricardo, *with Merit*
Green, Liam Andrew, *with Merit*

Master of Biomedical Science
Acraman, Sydnee Jennifer Caitlin, *with First Class Honours*
Harris, Avilisha, *with Second Class Honours (first division)*

Master of Climate Change Science and Policy
Chhom, Nika, *with Merit*

Master of Computer Science
Gao, Cheng, *with Merit*

Master of Data Science
MacDonald, James William, *with Merit*

Master of Drug Discovery and Development
Puthanpurakkal, Stanly Paul, *in Drug Discovery with Merit*

Master of Engineering
Satur, Daniel Stephen, *with Merit*

Master of Environmental Science
Purcell, Guy, *with Distinction*

Master of Environmental Studies
Guerrero Rondon, Mayra Alejandra, *with Distinction*

Master of Marine Conservation
Dornan-Rouse, Elizabeth Rose, *with Merit*
Durfee, Danielle, *with Merit*

Master of Renewable Energy
Dela Rama, Jemel Louis Jungco, *with Distinction*
Habeebullah, Hamna, *with Merit*
Monasterio, Aiken, *with Distinction*
Mujtaba, Mariam, *with Distinction*
Mushayi, Ngonidzashe Edward, *with Distinction*

Master of Science
Carter, Jodi Grace, *in Chemistry with First Class Honours*
Dobbin, Lucy-Ann, *in Ecology and Biodiversity with First Class Honours*

Donald, Harry William, *in Ecology and Biodiversity with First Class Honours*
Goldberg, Sarah Beth, *in Ecology and Biodiversity with Merit*
Krippner, Isabelle Rose, *in Molecular Microbiology with First Class Honours*
Rassekhi-Kelly, Grace Gaia, *in Forensic Psychology with First Class Honours*
Salamat, Antonio Jose Balaes, *in Chemistry with First Class Honours*
Sharma, Yashika, *in Psychology with Merit*
Traynor, Jodie Ann, *in Forensic Psychology with First Class Honours*
Wiseley, Zahle Hannah, *in Psychology with Merit*

Master of Software Development

Baloyo, Keith Sebastian Cervantes, *with Merit*
Bi, Yuming, *with Merit*
Budayr, Asaad Mohammed M, *with Distinction*
Cao, Wei, *with Distinction*
Cui, Liying, *with Merit*
Li, Chenghong, *with Merit*
Li, Lanjun, *with Merit*
Miller, Colyan English, *with Distinction*
Oram, Emily Anne, *with Distinction*
Painter, Nathan Eugene, *with Distinction*
Putaranui, Tane Nui Thomas, *with Merit*
Rink, Timothy Joseph, *with Distinction*
Shan, Xinyi, *with Merit*
Yang, Jian, *with Merit*

Bachelor of Science with Honours

Graham, Leander, *with First Class Honours in Mathematics*
Nic Éinri Heussaff, Muireann, *with First Class Honours in Psychology*
Tikhonov, Aristarkh, *with First Class Honours in Mathematics*

Bachelor of Biomedical Science

Ellis, Riley Ellen
Higgie, Caitlin Rose Mortimer
Perera, Don Franciscuge Chetan
Podporina, Yaroslava
Reilly, Bailey Deniece
Swarbrick, Charlotte
Turnbull, Dominic Silas James
Wightman, Imogen Rebecca
Ye, Cian Camryn

Bachelor of Science

Alhayek, Alaa Ahmad
Asuncion, Francois Mari Morelos
Baker, James Mark Gifford
Baldwin, Heidi Violet
Beattie, Charlotte Elizabeth
Bentley, Adam Frank
Boyd, Jacob Andrew
Brown, Anabelle Jaime
Bui, William
Campbell, Ayrton Richard
Clince, Louisa Alexandra
Cooper, Louis Tobias
Damerell, Toni Yvonne
Dick, Liam Jacob
Digby, Vanessa Crystal

Dunn, Maximilian Lothar
Dye-Brinkman, Khai Shea
Eliyadura-Senaviratna, Nisanka
Everett-Brown, Jack
Faloon-Cavander, Ocean Beso
Fu, Kate Yanqingzhu
Gibbons, Michael James
Gillard, Scott Jamie
Gwynne, Carys Elaina Garner
Harris, Aleece Ruby
Hepworth, Olivia Kate
Hindin, Isla Violet
Kumar, Shruti Shannon
Lara-Dixon, Angel Enrique
McClay, Ana-Kiera
Montgomerie, Jessica Willow
Ojala, Anaiwan Jay
Phai, Brittany Samy
Rawson, Kirsten Elizabeth
Sutherland, Callum
Tafery, Issac Teinaw
Tommy, Eryka Makare Wasa
Virtue, Nico David Wilson
Wang, Jiaen
West, Riley David John
Zhen, Canhao

Postgraduate Diploma in Clinical Psychology
Clarke, Josephine Bryany Kiri

Postgraduate Diploma in Development Studies
Dunn, Sanja

Postgraduate Diploma in Science
Huang, Shicheng, *in Artificial Intelligence*

Graduate Diploma in Science
Aranda Pariasca, Diana Milagros, *in Psychology*
Belich, Tessa Scott, *in Psychology*
Gui, Lingjun, *in Computer Science*
Jayakody, Vihangi Nimeshi, *in Marine Biology*
Thompson, Joseph James, *in Psychology*

Postgraduate Certificate in Science
Pollock, Jason Everett, *in Artificial Intelligence*

Graduate Certificate in Science
du Feu, Sebastian Luc, *in Environmental Studies*

Agenda Item 8

DVC Māori and Kaitiakitanga update

To receive: a Council paper dated 13 July 2026 from Professor Rawinia Higgins, Deputy Vice-Chancellor, Māori and Kaitiakitanga providing the DVC Māori and Kaitiakitanga update (document VUWC 26/79).

To resolve: that the DVC Māori and Kaitiakitanga update be noted.



COUNCIL PAPER

TO	Members of Council
FROM	Professor Rawinia Higgins, Deputy Vice-Chancellor Māori and Kaitiakitanga
AUTHOR	Deputy Vice-Chancellor Māori and Kaitiakitanga
DATE	13 July 2026
SUBJECT	DVC Māori and Kaitiakitanga Update to Council July 2026
DOCUMENT #	VUWC 26/79

Executive Summary

This presentation was delivered at the last Te Aka Matua meeting. At the request of the Chair of Te Aka Matua, the presentation focuses on Māori student recruitment and retention, market share of Māori students, use of Ngā Mokopuna, the Taihonoa programme and general matters relating to the portfolio.

Recommendation:

that Council note the presentation from the Deputy Vice-Chancellor Māori and Kaitiakitanga.

Consideration of the Te Tiriti o Waitangi [statute](#)

The presentation document aligns to all of the principles of Te Tiriti o Waitangi Statute as that is the focus of the portfolio of the Deputy Vice-Chancellor Māori and Kaitiakitanga.



DVC Māori and Kaitiakitanga

Presentation to Council
July 2026

Māori Student Recruitment

- As at 13 July Māori student EFTS sit at **1982**, up 51 on the same time last year .
- The percentage of Māori students enrolled at Te Herenga Waka currently sits at 13.7%.
- The July figure for Māori commencing EFTS is 601.

Market Share of Māori Students as at December 2025

Overall

- For the **2025 calendar year** Victoria had **1,939** Māori EFTS from a market of 15,078 Māori student EFTS = **12.9%** of the market. (highlights are equal to or less than Victoria's percentage)
- Auckland = 16.4%
- AUT = 12.9%
- Canterbury = 11.7%
- Lincoln = 1.5%
- Massey = 12.8%
- Otago = 16.3%
- Waikato = 15.6%
- Victoria's percentage of the overall Māori EFTS market was up 0.4% in 2025 from 2024.

Māori Domestic School Leavers as at December 2025 - University Market Share

- For the **2025 calendar year** Victoria had **431** Māori Domestic School Leaver EFTS from a market of 2,568 Māori student EFTS = **16.8%** of the market.
- Auckland = 17.5%
- AUT = 11.8%
- Canterbury = 12.8%
- Lincoln = 2.1%
- Massey = 5.4%
- Otago = 20.6%
- Waikato = 13.0%
- While all but three of the other universities were ahead of Victoria in terms of the share of the market, Victoria has a higher share of the domestic Māori school leaver market than all but Auckland and Otago.
- Victoria's percentage of the domestic Māori EFTS market was up 1.9% in 2025 from 2024.



Total Market Share

- For the 2025 year, Victoria had an **11.2%** share of the overall market for **all** students, **down** 0.3% on 2024.
- Victoria's share of the overall domestic market in 2025 was **13.3%**, **down** 0.2% on the previous year.
- Victoria's market share/recruitment of Māori students was **stronger** than for all students in 2025.



Market Share 2026 – **Note:** these figures are up to **April 2026** only

To April 2026, Victoria had **1,930** Māori EFTS from a market of 15,071 Māori student EFTS = **12.8%** of the market.

- Auckland = 16.3%
- AUT = **11.3%**
- Canterbury = **12.4%**
- Lincoln = **1.1%**
- Massey = 13.2%
- Otago = 16.8%
- Waikato = 16.3%

Victoria's % share of the EFTS market for Māori students is currently 0.6% down on the same time in 2025.

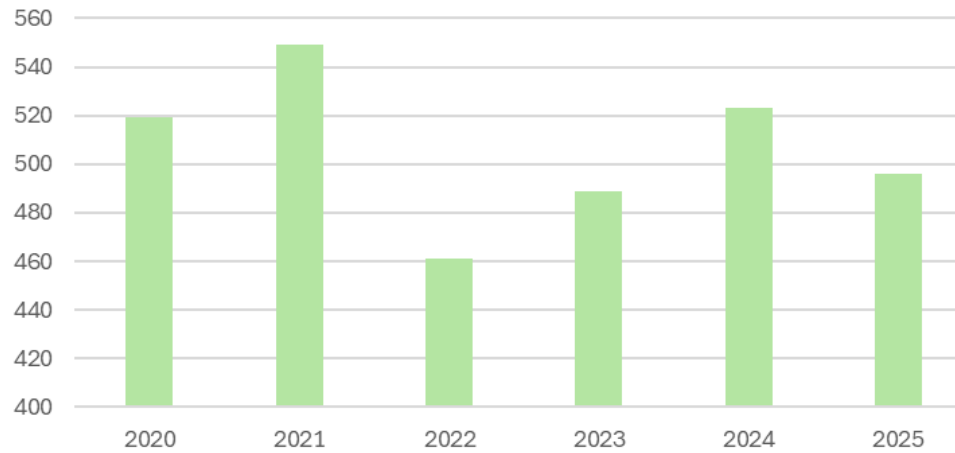


Māori Domestic School Leavers as at April 2026 - University Market Share

- As at **April 2026** Victoria had **403** Māori Domestic School Leaver EFTS from a market of 2,678 Māori student EFTS = **15.0%** of the market.
- Victoria's % share of the EFTS market for Māori domestic students is currently 2.8% down on the same time in 2025.
- Percentages for other universities currently unavailable.

Qualification Completions – number of Māori students

Qualifications Completed or Granted: Māori Students



Qualifications Completed or Granted: Māori Students





All University Māori Qualification Completions 2020-2024

University	2020	2021	2022	2023	2024
Victoria	54.7	48.1	50.7	51.5	56.2
Auckland	50.3	54.7	55.5	53.6	53.3
AUT	53.0	51.9	54.4	54.1	48.1
Waikato	44.3	43.6	46.9	46.7	50.0
Massey	27.2	30.5	33.3	29.6	37.5
Canterbury	52.1	50.2	55.8	53.4	55.7
Lincoln	60.0	66.0	61.5	72.5	61.5
Otago	62.9	64.6	64.4	61.8	63.5

Ngā Mokopuna Updates

- **Ready Audit Stage 1 Submission (LBC Certification Process):**
- We have been advised, regarding our application for Formal Living Building Certification for Ngā Mokopuna, that first impressions indicate we are very well placed and there is nothing too onerous to respond to.



Events hosted at Ngā Mokopuna and the Marae:

Since my last report to Council, significant events hosted include:

- A pōhiri on 24 April to celebrate the launch of the partnership between Te Herenga Waka—Victoria University of Wellington and Pūhoro STEM.
- Pōhiri for HRH Princess Mata'aho of Tonga.
- Hosting a visiting delegation from Xiamen University for lunch.
- Pōhiri ahead of Te Hui Whakapūmau
- 114 graduates celebrated their success at two Te Hui Whakapūmau ceremonies on Friday 29 May, including four doctoral graduates.
- Te Puni Kokoria Planning Day
- Pōhiri for the new Vice-Chancellor.
- A three-day National Hāpai Wananga for ACC.
- Adam Art Gallery Patrons Event.
- A noho marae for Manaaki NZ Scholarship.
- Kawe Mate on Sunday 5 July for Tā Hirini Moko Mead and Professor Emeritus Whatarangi Winiata.
- Matariki Hākari on 8 July attended by XX guests
- Breakfast following Matariki Hautapu on 15 July



Taihonoa Update

- Established in 2015, Taihonoa is Te Herenga Waka—Victoria University of Wellington’s Māori strategic, relationship-based partnership programme.
- We currently have 170 relationships with a number of Māori and public sector He Herenga Tangata Taihonoa partners, including iwi, land trusts, consultancy businesses, and government departments.
- The Taihonoa programme takes a Māori-partner, relationship-based approach to building mutually beneficial opportunities, including:
 - connecting iwi with their Te Herenga Waka—Victoria University of Wellington taura, and vice versa.
 - Co-funding scholarships and grants
 - Co-funding summer research scholarships and internships
- The Taihonoa relationship agreements include match-funded scholarships or grants (dollar for dollar) that go towards student fees, living costs (stipend), or accommodation (halls/whānau housing)

- 
- 162 Taihonoa scholarships were awarded in 2025, worth a total amount of \$394,732.90.
 - The THW—VVUW contribution to that amount in 2025 was \$165,294.77.
 - The remaining funding came from partner and Māori Education Trust (MET) contributions.
 - We will be holding a Matariki Hākari on 8 July, which we see as an important opportunity to reconnect with our Taihonoa partners, now that the Marae has reopened, to welcome them back onto the marae, and to reaffirm the relationships that continue to guide and strengthen our university community.
 - The evening will provide an opportunity for our Taihonoa partners to meet staff and students from across the university, to share in a Matariki feast together, celebrate our collective achievements, and reflect on how we can continue to extend and deepen our partnerships for the benefit of future generations.

Agenda Item 9

2026 King's Birthday Honours

To receive: a Council paper dated 14 June 2026 from the Chancellor, Mr Alan Judge, regarding the 2026 King's Birthday Honours (document VUWC 26/80).

To resolve: **that Council conveys its congratulations to all Victoria University of Wellington graduates and staff honoured in the 2026 King's Birthday Honours.**



COUNCIL PAPER

TO	Members of Council
FROM	Alan Judge, Chancellor
AUTHOR	Caroline Ward, Secretary to Council
DATE	14 June 2026
SUBJECT	King's Birthday Honours 2026 Victoria University of Wellington graduates and staff
DOCUMENT #	VUWC 26/80

Council members please note the following list of Victoria University of Wellington graduates and staff honoured in the 2026 King's Birthday Honours.

Recommendation:

that Council conveys its congratulations to all Victoria University of Wellington graduates and staff honoured in the 2026 King's Birthday Honours.

King's Birthday Honours List 2026 **Victoria University of Wellington graduates and staff**

To be Knights Companion of the said Order (KNZM):

Mr Peter Francis Boshier
LLBHONS 1975
For services to the State and the judiciary.

Professor Emeritus James William Chapman
BA 1971
BAHONS 1972
MA 1974
For services to literacy education.

To be Companions of the said Order (CNZM):

Ms Hilary Anne Souter
BA 1989
For services to the advertising industry.

To be Officers of the said Order (ONZM):

Dr Te Ripowai Pauline Higgins, QSM
Former STAFF
DMAori 1991
For services to education and Māori.

Mr Trevor David Janes
BCA 1967
For services to business and public sector governance.

Mrs Adrienne Anne Jansen
BA 1968
MAHONS 1969
For services to writing and publishing.

Dr Michael Brian Johnston
Former STAFF
BSC 1989
For services to education.

To be Members of the said Order (MNZM):

Ms Sumati Govind
BSC 1981
BCA 1989
For services to governance and the community.

To be a Companion of the King's Service Order (KSO)

Ms Robyn Mary Hunt
BA 1971
BAHONS 1981
For services to people with disabilities and the arts.

Ms Carolyn Doreen Tremain
BA 1989
For services to the Public Service.

The King's Service Medal (KSM)

Mrs Mary Catherine Gow
BA 1975
BMUS 1977
For services to music.

Ms Johanna (Hanny) Elisabeth Naus
BA 1977
MA 1989
For services to seniors and rainbow communities.

Agenda Item 10

Forthcoming Events and next Council meeting

- To receive:** a Council Paper from the Secretary to Council, Ms Caroline Ward, dated 13 July 2026 regarding Forthcoming Events (document VUWC 26/81).
- To note:** that the next meeting of Council will take place at 11 am on Monday, 14 September 2026, Level 12, Rutherford House, Pipitea Campus, Wellington
- To resolve:** that the Council Paper on Forthcoming Events and the date and details for the next Council meeting on Monday, 14 September 2026 be noted.



COUNCIL PAPER

TO	Members of Council
FROM	Caroline Ward, Secretary to Council
AUTHOR (S)	Events Team
DATE	13 July 2026
SUBJECT	Forthcoming Events – End of July, August and September
DOCUMENT #	VUWC 26/81

Executive Summary

Council members are welcome to attend the following events.
 There are registration links in this document where available.
 All invitations will come directly to you via the Secretary to Council.

July

The Future of Coral Reef Public Lecture and Panel Discussion - Public lecture by Professor Christian Voolstra	Monday 27 July – 5.30pm – 7pm followed by refreshments.	Hunter Council Chamber, Hunter Building, Kelburn Campus	Following the 16th International Coral Reef Symposium hosted by Victoria University of Wellington, join the President of the International Coral Reef Society, followed by a panel discussion. Click here for more information and to register.
Wellington Alumni Event	Thursday 30 July – 5.30 – 7.30pm	Hunter Council Chamber, Hunter Building, Kelburn Campus	Hosted by the Vice-Chancellor. Register here.

August

Inaugural Lecture by Professor Anna Jackson	Thursday 6 August – 5.30-6.30pm	Hunter Council Chamber, Hunter Building, Kelburn Campus	Join Professor Anna Jackson for her inaugural lecture about poetry as a different form of communication. Click here for more information and to register.
Scholarship Supporters Reception	Tuesday 11 August – 5.30 – 7pm	Rutherford House, Level 12	This stewardship event is to thank current scholarship supporters and introduce them to recipients of their own philanthropic scholarships as well as others. Register here.
Aotearoa Votes: The future of tertiary education: Perspectives from the parties	Thursday 13 August – 5.30 – 7pm	The Hub	Hear from parliamentary party tertiary education spokespeople to debate, discuss, and answer questions about the future of education in Aotearoa. This will be hosted by the Vice Chancellor. Invitations to come.
Open Day	Friday 21 August	Victoria University of Wellington – all campuses.	Take this opportunity to visit the campuses as prospective students from around the country find out about studying at Te Herenga Waka. No official invitation will be sent.
Sir Frank Holmes Lecture	Wednesday 26 August – 6 – 8pm	Rutherford House, Lecture Theatre 1, Pipitea Campus	The Sir Frank Holmes lecture this year will be given by Former Prime Minister, Helen Clark. Invitations to come.

September

Inaugural Lecture by Professor Franck Natali	Thursday 3 September – 5.30-6.30pm	TBC	Franck Natali is a Professor in the School of Chemical and Physical Sciences. Invitations to come.
Aotearoa Votes: The Aotearoa New Zealand Economy: What's working, what's not, and what could we be doing differently?	Tuesday 15 September – 5.30 7pm	Rutherford House, Lecture Theatre 2 (RHLT2), Pipitea Campus	In this panel hosted by alumnus Brad Olsen, hear from expert economists and researchers about the state of the New Zealand economy and the thought-provoking views they may have. Invitations to come.

The John Allen Staff/Student Debate	Thursday 17 September – 12 – 1pm	The Hub	
Inaugural Lecture by Professor Yi Mei	Thursday 17 September – 5.30-6.30pm	TBC	Yi Mei is a Professor in the School of Engineering and Computer Science. Invitations to come.
Aotearoa Votes: Local leaders: In discussion	Tuesday 22 September – 5.30 – 7pm	The Hunter Lounge, Student Union Building, Kelburn Campus	Hear from some of Wellington's influential political voices as they come together to explore the big issues facing our city in the lead-up to this year's General Election. Invitations to come.
Blues Awards	Tuesday 29 September	TBC	These awards celebrate our sporting students. Invitations to come.

Consideration of the Te Tiriti o Waitangi [statute](#)

The July–September events programme demonstrates strong alignment with Te Herenga Waka's Te Tiriti o Waitangi Statute through its emphasis on participation (whai wāhi), partnership (mahi tahi), and informed engagement with civic, educational, research, and community issues.

Agenda Item 11

Committee and Academic Board minutes

To receive: the following minutes:

- Academic Board, 9 June 2026
- Te Aka Matua Committee, 22 June 2026

To resolve: that the Committee and Academic Board minutes be noted.

ACADEMIC BOARD TE TAUMATA

Minutes of the meeting of the Academic Board held on Tuesday, 9 June 2026 at 1.00pm in the Hunter Council Chamber

The meeting was held face-to-face in the Hunter Council Chamber and was convened by the Vice-Chancellor, Professor Nic Smith. The meeting was opened with a karakia and everyone was welcomed to the meeting.

PART A

26.22 Apologies, acknowledgements and welcomes

Apologies were taken as read (see Appendix 1).

Farewells to:

- Vice-Chancellor Nic Smith (Item 10)
- Outgoing Head of School for the School of Languages and Cultures, Assoc. Professor Nicola Gilmour.

26.23 Part B of the agenda – items brought forward

No items were brought forward from Part B to Part A.

26.24 Vice-Chancellor oral report

The Vice-Chancellor's oral report was received.

University Funding

- The latest Government budget confirmed that the Fees-Free tertiary education policy will not continue after 2026. The change has been characterised as funding for growth – funding per student is remaining static.
- The Government budget has also enabled tertiary providers to increase fees for domestic students by a maximum of 6%.
- There is a funding review of the sector (including TEC) on the horizon – it is unclear yet what will be covered in this review.
- We have new details about the design of the new Tertiary Research Excellence Fund (TREF), with its components and their proposed weightings revealed:
 - 1. Research Degree Completions: 30%

- 2. External Research Income: 25%
 - 3. Field-Weighted Citation Measure: 30%
 - 4. Commercialisation: 7.5%
 - 5. Policy Impact: 5%
 - 6. Research Capacity (for tertiary institutions other than universities) 2.5%
- Relatedly, the 2026 Government budget proposes that 2027 funding for international PhD students at all NZ universities be capped at 2024 levels.
 - International PhD students have been treated as domestic students, paying domestic fees, since 2017.
 - The Government is concerned that international students are displacing domestic students at PhD level. The cap is intended to allow the Government to gather and review data to inform a new funding model.
 - Indications from the Tertiary Education Commission (TEC) are that universities MAY have to inform international PhD students that they may have to pay international fees. Universities NZ is worried that this would be catastrophic for NZ's international student population, and processes are in train for highlighting those concerns with the Minister of Education.

Collaborations

- Progress on the formal collaboration between NZ's eight Universities and its Public Research Organisations (formerly Crown Research Institutes) is developing slowly.
- UNZ is continuing to transition from a full organisation with resources for lobbying etc to a secretariat model.
 - The Chief Executive role is being replaced with a Secretary General, currently under recruitment.
 - The Minister is generally supportive of a move away from CUAP to self-accreditation, and has directed universities to lead the transition as the institutions are best placed to know what is needed.

The floor was opened for comment:

Responding to a question on whether the decision to cap international PhD funding was data informed, the VC replied that it is the Minister's hypothesis that international students are displacing domestic PhD students. This hypothesis is not the view of Education officials. UNZ is looking to clarify. In terms of staging, the bigger risk from this move is to existing and future students. The Government cap on international PhD students, while not ideal, is currently in budget, – the cap itself is not as risky as destabilising an entire cohort of students at all NZ universities.

Provost Bryony James added that this is a topic that is being strenuously lobbied by Neil Quigley at UNZ, and also that Nic's staging is correct: budget forecasts are tracking as we

expect them to for 2026, but this move will cause issues in coming years.

26.25 Written Report of DVCs

AB26-31

The March 2026 DVC report was **received** from the Deputy Vice-Chancellor (Academic), Deputy Vice-Chancellor (Māori and Kaitiakitanga), Deputy Vice-Chancellor (Research), and Deputy Vice-Chancellor (Students).

Deputy Vice-Chancellor, Academic Report

Professor Robyn Longhurst spoke to the DVC (A) report which was taken as read.

The Curriculum Enhancement Project

Focus groups will soon be formed to review assessment practices -the next phase of workstream 1. Details about the focus groups are forthcoming.

- A tentative assessment framework will be provided to focus groups as a starting point for discussion.

The Nuku (Canvas) outage

CAD is working with Digital Solutions on a business continuity planning in the event of future disruptions.

- Staff are asked not to create shadow systems – this worsens system security.

Examinations

The mid-year examination period is currently underway, and the Course Administration and Timetabling team have been busy with accommodations following last week's evacuations due to ocean swells on the South coast.

Library

Archives NZ has completed an external audit of VUW records, and Craigie Sinclair and her Information and Records Management Team did very well, with the auditors noting increased "maturity" since the last audit five years ago. Thank you to Craigie and her team.

The floor was opened for comment:

In response to a question, Professor Stephen Marshall, CAD Director, and Leanne Gibson, Chief Information Officer, spoke to the business continuity planning underway in response to the Canvas/Nuku outage. The review encompasses the entire University framework extending to Microsoft Suite and other systems and is not restricted to just Canvas. The network is a series of systems working in concert, and the University is working on a number of capabilities and fallbacks in response to threats to various components.

- The CAD team and Digital Solutions strategy is to identify which parts of the network need to be replicated and stand up under attack, and to shore up those key components, rather than trying to operate a completely parallel Learning Management System.

Deputy Vice-Chancellor, Māori and Kaitiakitanga Report

Professor Rawinia Higgins spoke to the DVC (Māori and Kaitiakitanga) report, which was taken as read.

- Rawinia noted the recent passing of two professors, both instrumental in the fight for the establishment of Te Herenga Waka marae and mātauranga Māori scholarship in the University:
 - Professor Sir Hirini Moko Mead, the first professor of Māori Studies at Te Herenga Waka
 - Emeritus Professor Whatarangi Winiata, one of the first Māori professors in Aotearoaas well as the passing of Sir Kenneth Keith in May 2026
A minute of silence was held in acknowledgement of these losses.
- Rawinia also acknowledged all those whose efforts and contributions led to making graduation such a success in the first week of June.

The floor was opened, with no comment.

Deputy Vice-Chancellor, Students Report

Dr Logan Bannister spoke to the DVC (S) report, which was taken as read.

Mauri Ora – Student Health and Counselling

- Mauri Ora have been approved to take International Medical Graduate (IMG) placements as part of a government initiative to expand NZ's pool of General Practitioners.

The floor was opened with no comment.

Deputy Vice-Chancellor, Research Report

The DVC (R) report was taken as read with Professor Sally McArthur's apologies – she is currently on a delegation in France, representing VUW for Horizon EU funding – one of the ways the University is diversifying research funding given the uncertainty around government funding.

The floor was opened for comment:

In response to a question about whether the University would supply an official response to MBIE's announcement of the creation of a Transition Research Fund (TRF) in 2027 to replace both the Marsden and Endeavour Funds, given that this is a significant dismantling of investigator-led research in a number of disciplines:

- Nic responded that a critique of the government alone would not be as useful as something that combined that critique with a demonstration of the value of our institution and its research in service of New Zealand and society more broadly. There

is a wider story to be told in the sector to counter the current government's focus on individual, financial and short-term success at the expense of larger aims.

- VUW is prepared to support those staff members who do want to speak out in critique, even in the absence of a formal institution-wide statement.

In response to a question about progress on a policy for teaching buyout, Nic responded that Sally and Rachel Bruce are working through how teaching buyout can be implemented consistently. He noted that current practices vary considerably and do not adequately recognise or incentivise researchers' contributions to teaching and learning. A consultation paper is tentatively expected to be released around August/September 2026.

26.26 Programme amendment requiring CUAP approval

AB26-32

The following programme amendment was **endorsed** by the Academic Board for submission to CUAP:

Faculty	Proposal Title
FHSS	Amend the name of the postgraduate subject 'English' (ENGH) to English Literature (ENGL) and Literary Translation Studies (LITR) to Translation Studies (TNSL)

26.27 Proposals to deliver qualifications with significant contributions from overseas and/or delivered offshore requiring CUAP approval

The following two proposals to deliver qualifications with significant overseas/offshore elements were **endorsed** by the Academic Board for submission to CUAP:

Faculty	Proposal Title	Reference
FHSS	Proposal for offshore delivery agreements with two institutions in Vietnam: HNUE, UFLS- VUW MTESOL	AB26-33

Dr Angela Joe (Associate Dean International FHSS) spoke to this proposal. The delivery agreements under discussion propose to deliver MTESOL as a VUW degree entirely offshore in Vietnam.

- One third of the degree will be taught by VUW directly
- Two thirds will be taught by partners contracted to VUW in Vietnam.
- Moderation and QA will be held by VUW because the MTESOL is a VUW degree.

The floor was opened for comment:

- The Academic VP for VUWSA, followed up on a query raised at Academic Programmes Committee: what provision is being made for VUWSA advocacy for students who are being taught entirely offshore. Angela replied that she is still to follow up with the MTESOL Programme Director, who is currently out of office.
- This is the first time that VUW has proposed offering a fully offshore degree delivered by partner staff teaching on the University's behalf. While this does not arise from a formal Te Hiwa strategy for transnational education, it reflects broader developments across the sector. This proposal has been considered by Te Hiwa as a prudent opportunity to test this mode of delivery in this area before scaling up. Degrees using this delivery model are already being offered at other New Zealand universities.

Faculty	Proposal Title	Reference
FHSS	Proposal to jointly award a qualification with an overseas institution: CUZ-VUW Bachelor of Communication	AB26-34 (APC26-29)

Dr Angela Joe spoke to this proposal. VUW has been delivering the Bachelor of Communication in conjunction with CUZ in China since 2021, working on a 3+1 model wherein VUW and CUZ deliver the Bachelor of Communication together over four years, and those CUZ students who spent all four years in China received a CUZ degree, while the cohort that did a year's exchange in Wellington got a dual CUZ-VUW degree.

Under this new agreement, CUZ is adapting to new policy from the Ministry of Education in China, which requires a 4+0 model for new and renewing agreements of this type – i.e. students will receive the VUW degree and the partner institution degree after four years study in China, without the requirement to do any study in New Zealand. The Chinese cohort are all enrolled in the Asia BC minor, so no parallel minors will be affected.

Separately, VUW will be encouraging students to take an optional study abroad opportunity to come to New Zealand in their second year.

The floor was opened for comments:

In response to a question about ensuring that 4+0 CUZ students in China attained VUW's graduate attributes, Angela noted that as direct engagement with offshore students decreases, robust quality assurance processes become increasingly important. She advised that the Faculty of Architecture and Design Innovation already offers three degrees with a similar model (staff teaching at the Wellington Institute at ZZU are employed by VUW), each supported by established quality assurance processes.

In response to concerns about such a model given the importance placed on Te Herenga Waka as a place-based university, located in Wellington with a marae at its heart, Professor Marco Sonzogni noted that the experience of the degree and the curriculum is wider than the classroom and not limited by place in a strictly physical sense. It also encompasses our values and perspectives, which we bring to a range of locations.

Outside of this specific proposal, there is a larger strategic discussion to be had about the direction of travel in transnational education, and whether the financial benefits fully offset the increase in organisational complexity including the following issues:

- QA accountability (who does QA and who do they answer to?).
- Support for staff who are employed by partners rather than directly by the University.
- How to uphold Treaty of Waitangi obligations in international employment relations.
- How overseas teaching should be valued in applications for promotion.

26.28 Updates to micro-credential rules

AB26-35

The proposed updates to the micro-credential rules in Section 3.9 of the General Programmes of Study Regulations were **approved** by the Academic Board.

26.29 Work-Integrated Learning Hub project

AB26-36

Professor Robyn Longhurst introduced this discussion, noting that the discussion document had been considered by a number of committees, including the Academic Programmes Committee and the Learning and Teaching Committee, and feedback has been incorporated.

The proposed Work-Integrated Learning (WIL) Hub would be based at Pipitea, and comprise a small team of seven new positions working to leverage existing faculty relationships with industry contacts, and the unique opportunities that are only available here in Wellington. A business case is currently in preparation for the consideration of Te Hiwa.

One of the central questions in the formation of the Hub has been determining which responsibilities should sit centrally, and which should remain within faculties. The discussion paper proposes a flexible “hub and spoke” model – the Hub works alongside existing units and services instead of replacing them – and the type and level of support will vary according to services that are already in place, as needs vary widely between disciplines.

The floor was opened for comment with the following points and questions raised:

- A small hub of seven cannot replace or reproduce the depth or quality of existing relationships (including alumni and philanthropy as well as research and industry ties) at School and Faculty level.
 - The aim of the Hub is to build on existing links and relations, aligning approaches throughout the University increasing transparency.
- Where do the resources go? How much to school level, how much to faculty and how much to the Central Hub?
 - It’s important to get the role descriptions for the new positions right, with appropriate student consultation

- How do we protect students from becoming a revolving door of free labour? From VUWSA: Unpaid placements are a huge concern for students, and student loans are not automatically extended to cover internships
 - The bulk of WIL is unpaid, but placements are required to involve valuable/meaningful work with specific learning outcomes, giving students work experience that they can leverage on curricula vitae.
 - VUW currently makes use of an agreement template that contains a learning framework classifying specific activities in a WIL context: an employment relationship between student and partner is governed by an employment contract.
 - A distinction should be drawn between professional practice and in-work learning.
- The current employment climate in Wellington is such that it is hard to place students – there is “placement poverty” in both Health and Education, disciplines with long established WIL elements.
- Like trans-national education agreements, WIL involves a cost in organisational complexity in terms of administration, support and QA.

26.30 An update/follow-up to the work done after Item 5 (AB25-82), concerning the Boycott, Divestment, Sanctions Motion regarding Palestine discussed at the Academic Board meetings of September and November 2025.

Professor Nic Smith introduced this item, which was spoken to by Assoc. Professor Eli Elinoff.

Eli has been leading a small working group, discussing ways to build and act on the intent of the Academic Board to “support Palestinian scholars at risk and contribute, where possible, to the recovery and rebuilding of Palestinian universities” expressed in Item 6 of the BDS Motion.

The wider context of this work to contribute to academic support in Gaza is that Gaza’s educational institutions and educational infrastructure has been destroyed, including 12 universities and 7 major libraries.

Given the limited existing relationships, complex political situation and the limits on resources despite VUW’s ethical and political commitment, the working group has committed to a “commoning” approach: sharing resources where possible across space and time. This does not rule out the possibilities of a humanitarian/mobilities based approach in the future.

The working group has made contacts with other academics and is cultivating a relationship with an existing organisation: Academic Solidarity with Palestine (ASWP), a registered non-profit based in France. ASWP is concerned with organising external responses to higher education needs in Gaza and curriculum and resource sharing, asynchronous teaching etc.

In July 2026, the working group are rolling out three potential workstreams to the VUW community:

1. Staff workshops to connect VUW academics, students and volunteers with ASWP.
2. Student peer-mentoring opportunities through VUWSA, PGSA and Student Justice in Palestine (SJP).
3. Fundraising (through ASWP) to provide eSIM Cards and Internet Hubs to enable continued access to remote learning in Palestine.

Eli posed three questions to the Board:

What continued commitment does the Boycott, Divestment and Sanctions Motion ask of the Academic Board?

What do we need institutionally to achieve this commitment?

Does Academic Board need a more sustained discussion/working group on Palestine, or on VUW's humanitarian engagements more generally?

The floor was opened for comment, with the following points raised:

- The Board notes that the need for humanitarian support goes far beyond Gaza – this presentation is about the specific work we can arrange for Palestinian scholars and students now.
- In response to a question from VUWSA about what does or does not constitute a breach of the BDS Motion and how that can be communicated to students, Nic indicated that the motion was intended to be clear, and formal breaches are somewhat outside its conception. Nevertheless, there is an open invitation to further discussion and clarification using existing mechanisms.
- Research and teaching materials can be made Open Access and thus available to people globally. Specifically, there is an open invitation for those who want to share material to contact Eli and the working group.
- Beyond Palestine, there is a coalescing of technological and economic forces being organised against academia. It is worth Academic Board thinking about how to maintain an academic community in the face of this. If specific work regarding academic aid to Palestine sustains the larger project, so much the better.

26.31 Farewell to the Vice-Chancellor

Professor Bryony James spoke to this item.

The following was **expressed** and **endorsed** by Academic Board:

- That there seems to be a boomerang effect between the University of Auckland and Victoria University of Wellington in regard to the employment of the outgoing Vice-Chancellor.
- That Nic

- started at VUW at a time when the University needed a leader to navigate falling enrolments and financial risk.
- changed the nature of the senior leadership at VUW, promoting transparency, delivery and teamwork.
- has always encouraged open and constructive debate at Academic Board.
- leaves VUW in a better place than when he arrived.
- Thank you to Nic, and best wishes.

26.32 Part C of the agenda

It was **resolved** that non-members be excluded from this meeting for consideration of agenda items 16 and 17 in accordance with s9(2)(a) LGOIMA s48(1)(a)(ii).

PART B OF THE AGENDA

The following items, not having been brought forward, were **confirmed**.

26.33 Minutes of the last meeting

AB26-38

The minutes of the Academic Board meeting held on 14 April 2026 (numbers 26.14 to 26.19) were **confirmed**.

Note: Part C of meeting minutes are excluded

26.34 Programme amendment for Academic Board approval

AB26-39

The following programme amendment was **approved** by Academic Board:

Faculty	Proposal Title
FEHPS	Introduction of new courses, amendments to regulations for Bachelor of Education (Teaching) Early Childhood (BEd(Tchg)EC) and Graduate Diploma of Teaching (ECE) (GDipTchg(ECE))

26.35 Report of the Academic Programmes Committee

AB26-40

The Academic Programmes Committee report of 9 June 2026 was **noted**.

26.36 Centre for Academic Development Annual Report

AB26-41

The 2025 annual report for the Centre of Academic Development was **received**.

Appendix I

Academic Board attendance – 9 June 2026

Professor Richard Arnold	Professor Leon Gurevitch	Dr Andrew Munkacsi
George Baker	Assoc Prof Monica Handler	Professor Sally Jane Norman
Dr Logan Bannister	Professor Dave Harper	Dr Yvette Perrott
Professor Todd Bridgman	Dr John Haywood	Assoc Prof Revti Raman
Professor Daniel Brown	Professor Rawinia Higgins	Ethan Rogacion
Professor Jane Bryson	Professor Sally Hill	Assoc Prof Helen Rook
Professor Sasha Calhoun	Dr Linda Hogg	Dr Mike Ross
Prof Sue Cherrington (1.30pm)	Professor Anna Jackson	Assoc Prof Rhian Salmon
Professor Joanne Crawford	Professor Bryony James	Professor Karen Smith
Professor Kim Cunio	Assoc Prof Robert Keyzers	Professor Nic Smith
Assoc Prof Toby Daglish	Assoc Prof Maja Krtalić	Professor Marco Sonzogni
Heather Day	Professor Sarah Leggott	Prof Kathryn Sutherland
Professor Neil Dodgson	Professor Robyn Longhurst	Dr Okan Tan
Dr Emma Dunlop-Bennett	Assoc Prof Xavier Marquez	Prof Paul Teesdale-Spittle
Aidan Donoghue	Professor Stephen Marshall	Trish Wilson
Dr Eli Elinoff	Dr Stuart Marshall	Professor Marc Wilson
Professor Alejandro Frery	Shay McEwan	Professor Michael Winikoff
Dr Ally Gibson	Sen Lect Jacqueline McIntosh	Assoc Prof Amanda Wolf
Assoc Prof Nicola Gilmour	Prof Joanna Merwood-Salisbury	
Professor Anne Gold	Professor Nicole Moreham	

Non-members in attendance

Fiona Clarkson	Varsha Narasimhan
Leanne Gibson (until 2)	Linda Roberts
Dr Kathy Holloway (until 2)	Dr Angelina Sbroma
Dr Angela Joe	Derek White
Dr Liz McKibben	Andrew Wilks
Reece Moors	

Apologies

Professor Sian Hwee-Ang	Professor Chris Bumby	Professor Gina Grimshaw
Professor Graeme Austin	Professor Alberto Costi	Professor Kate Hunter
Professor Jonathan Barrett	Professor Arun Elias	Professor Paul Jose
Professor Pamela Bell	Professor Gary Evans	Professor Simon Keller
Prof Brigitte Bönish-Brednich	Professor Richard Furneaux	Professor Sara Kindon
Rachel Bruce	Professor Anne Golding	Professor Karin Lasthuizen
Professor Bev Lawton	Professor John Randal	Dr Michael Dudding
Professor Phil Lester	Beth Smith	Lynn Grindell
Professor Sally McArthur	Professor John Townend	Kirsty McClure
Professor Robert McKay	Tina Wakefield	Ash McPherson
Professor Ocean Mercier	Professor Tony Ward	Edward Schofield
Professor Wayne Patrick	Gail Ah Hi	Dr Robert Stratford
Professor Robyn Phipps	Dr Anita Brady	Andrew Tarr
Professor Rebecca Priestley	Michelle Clark	Dr Graeme Whimp



Te Aka Matua Māori Advisory Committee

Minutes of the meeting of Te Aka Matua (a Committee of Council) held on Monday 22 June 2026 at 3.00pm in Room Moko 202, Ngā Mokopuna, Kelburn Campus, Wellington

Present: Pania Gray, Pro-Chancellor and Chair
William Bell-Purchas, Council Member
Mairangi Campbell, Co-President, Ngāi Taurira
Alan Judge, Chancellor
Selwyn Katene, External member

Apologies: Matthew Reweti, External member

In attendance: Professor Rawinia Higgins, Deputy Vice-Chancellor Māori and Kaitiakitanga
Caroline Ward, Secretary to Council

Public Minutes:

26.11 Karakia, Welcome, and Acknowledgements

Noted: that Mairangi Campbell led the Karakia.

26.12 Disclosures of Interests

Received: the Disclosure of Interests listing. There were no additional disclosures from those present subsequent to the documentation being circulated.

26.13 Minutes of the meeting held on 16 March 2026

Received: the public minutes of the meeting held on 16 March 2026.

Noted: two matters arising; a) amendments to the Te Tiriti statute were approved by Council at its 4 May 2026 meeting (see also minute 26.14); and b) the Ngā Mokopuna benefits realisation update will be included in the DVCMK's annual update on the on the Māori strategic [framework](#). This report is due in the first quarter of 2027.

Resolved: that the public minutes of the meeting held on 16 March 2026 be approved.

TAM/09

26.14 Te Tiriti Statute

Received: the revised Te Tiriti Statute as approved by Council on 4 May 2026.

- Noted:**
- 1 that the request of Mr Reweti was included under footnote 1 to add the words *Te Tiriti o Waitangi was signed in Wellington on 29 April 1840 by chiefs from Te Ati Awa, Taranaki whānui and some representatives from Ngāti Toa Rangatira. On 14 May 1840 on Kāpiti Island Tāmihana Te Rauparaha, Te Rangitopeora and Mātene Te Whiwhi signed Te Tiriti o Waitangi – this is considered the primary signing for Ngāti Toa Rangatira;* and under Clause 3.1(d) under principles the words ‘including mana whenua were added’.
 - 2 that the Council paper template will be amended to specifically ask those preparing documentation to consider the principles of the Statute or to state that they have not been considered if this is the case. There was discussion on how Te Aka Matua can bring value to these discussions.
Action:
 - 3 that Ms Gray will look at the 2026/27 Council work plan to consider well in advance items where the advice of Te Aka Matua can be sought to ensure the value and insights of the committee informs Council deliberations.

Resolved: that the updated Te Tiriti Statute be noted.

TAM/10

26.15 Te Aka Matua Komiti | Māori Advisory Committee review – value add discussion

Received: a paper from Ms Pania Gray, Chair Te Aka Matua, regarding the review of the Te Aka Matua Committee to facilitate a value-add discussion (document TAM 26/06).

- Noted:**
- 1 that the previous item segued well into this one and Ms Gray confirmed that she had spoken with all members of the Committee prior to preparing the paper.
 - 2 that there was a long discussion about the current and future potential value TAM brings to Council and how this could be improved.
 - 3 that Mr Katene advised that the best way forward to establish a meeting with Ngāti Toa is for the Chairs to engage. The first step would be for the Chair of Ngāti Toa to receive a letter from the Chancellor. He emphasised the importance of setting out a pathway with a commitment for real partnership at the governance level, ultimately looking to have a mana whenua seat at the Council table.
 - 4 that Council’s recent review of its Membership Statute had set out an intention to increase the number of Māori from *at least two members who are Māori to ‘at least three members who are Māori’*. While this doesn’t specifically state mana whenua, it does demonstrate Council’s commitment to the principles of the Te Tiriti Statute. The Chancellor noted that this had been an important topic at Chancellors’ group meetings.
 - 5 that mana whenua students at Victoria are a relatively small number in the overall Māori student population.
 - 6 that there was discussion on the balance of membership of Te Aka Matua with just two mana whenua members. The Chair confirmed that under the current

Terms of Reference the Committee is short one further Council member, and there is scope to appoint a further (third) independent member.

- 6 that the noting recommendations were discussed in detail, revised and agreed as follows:

- a) that the Chair has completed a review of the value-added by Te Aka Matua following the 2025 review of the Terms of Reference;
- b) that the reported value of Te Aka Matua can be summarised in its current form as modest, with the existence of the Committee being seen by some members as important symbolically.
- c) that meetings with governance and management representatives of Te Ati Awa and Ngāti Toa Rangatira will be prioritised to strengthen our relationships with mana whenua.

Action:

- 7 that the Chancellor will write to the Chair of Ngāti Toa as a first step in setting up a meeting.

Resolved: that the Te Aka Matua Komiti review and value add discussion be noted.

TAM 26/11

26.16 Update from the DVC Māori and Kaitiakitanga

Received: a Te Aka Matua Committee paper from Professor Rawinia Higgins, DVC Māori and Kaitiakitanga (document TAM 26/07)

- Noted:**
- 1 the report was taken as read.
 - 2 that as at April 2026, Māori student EFTS sit at 1963, up 51 on the same time as last year, with the percentage of Māori students enrolled at Te Herenga Waka at 13.8%.
 - 3 that for the 2025 calendar year, Victoria had 12.9% of the market with 1,939 Māori EFTS which was up 0.4% on 2024.
 - 4 that there was discussion on completion rates, in particular how it is treated if a student does not continue with the degree that they initially enrol in and moves to a different degree after the first year. The DVCMK agreed to look into this to determine if a degree pivot is counted as a non-complete.
 - 5 that the effort of the DVC Students' team in their contact with secondary schools and their career teams is making a real impact. Recruitment conversations are also targeted at whanāu to help them understand the range of degrees that are on offer (beyond law which is often popular with parents, but which has the highest drop-out rate after first-year).

Resolved: that the update from the DVC Māori and Kaitiakitanga be noted.

TAM/12

26.17 Ngāi Tauira report

Received: the report from the Ngāi Tauira Co-Presidents to the 15 June 2026 Council meeting (document TAM 26/08).

- Noted:**
- 1 the report was taken as read.
 - 2 that Mr Campbell had presented the report at the 15 June Council meeting and highlighted the activity of Ngāi Tauira. In particular he emphasised the haka pōwhiri for the six graduation ceremonies at the Michael Fowler Centre, as well as Te Tumu Herenga Waka for Te Hui Whakapūmau with

approximately 60 students performing at various times over four days. He emphasised the need to convey to tauira the history and significance of their participation in these events, particularly the Michael Fowler Centre ceremonies.

Action:

- 3 that a meeting be arranged for the Chancellor with the Co-Chairs of Ngāi Tauira.

Resolved: that the report from Ngāi Tauira be noted.

TAM/13

26.18 Resolution Concerning the Exclusion of the Public

- Resolved:** 1 that the public be excluded from the following parts of the proceedings of this meeting, namely agenda items 8-9.

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	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
	The public conduct of each item below would be likely to result in the disclosure of information for which good reason for withholding would exist under the sections of the OIA identified below.	
Minutes of the meeting held on 16 March 2026 and matters arising from those minutes	s9(2)(a), s 9(2)(b)(ii), and s 9(2)(i)	LGOIMA s48(1)(a)(ii)
Chair report on items arising from previous Council meetings	s9(2)(a), s9(2)(b)(ii), s9(2)(i), s9(2)(ba)(i)	LGOIMA s48(1)(a)(ii)

In relation to each of the above items, no public interest consideration has been identified favouring disclosure of the particular information in public proceedings of the meeting that would override the need to withhold the information. This resolution is made in reliance on section 48(1)(a) of the Local Government Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by holding of the whole or the relevant part of the proceedings of the meeting in public are set out above.

2 that such members of the senior leadership as the Committee Chair and the Vice-Chancellor request be permitted to remain at this meeting, after the public has been excluded because of their knowledge of the relevant matters identified above which will be of assistance in relation to those matters.

TAM/14

Agenda Item 12

Resolution to exclude the public

To receive: a recommendation that certain items be taken with the public excluded (document VUWC 26/82).

To resolve: 1 that the public be excluded from the following parts of the proceedings of this meeting, namely agenda items 13-24.
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	Reason for passing this resolution in relation to each matter The public conduct of each item below would be likely to result in the disclosure of information for which good reason for withholding would exist under the sections of the OIA identified below.		Ground(s) under section 48(1) for the passing of this resolution
13. Minutes of previous meeting held 15 June 2026	Privacy, commercial prejudice, commercial activities, confidential basis	s9(2)(a), s9(2)(b)(ii), s9(2)(i), and s9(2)(ba)(i)	LGOIMA s48(1)(a)(ii)
14. Health, Safety, and Wellbeing report including Critical Risk deep dive – Psychosocial	Privacy, commercial prejudice, commercial activities, confidential basis.	s9(2)(a), s9(2)(b)(ii), s9(2)(i), and s9(2)(ba)(i)	LGOIMA s48(1)(a)(ii)
15. Vice-Chancellor's report, including the Triannual Strategic report	Privacy, commercial prejudice, commercial activities, confidential basis.	s9(2)(a), s9(2)(b)(ii), s9(2)(i), and s9(2)(ba)(i)	LGOIMA, s48(1)(a)(ii)
16. Financial report to 30 June, and Q2 forecast CFO report	Commercial prejudice, commercial activities, confidential basis.	s9(2)(b)(ii), s9(2)(i), and s9(2)(ba)(i)	LGOIMA, s48(1)(a)(ii)
17. Deep dive - benchmarking	Commercial prejudice, commercial activities, confidential basis.	s9(2)(b)(ii), s9(2)(i), and s9(2)(ba)(i)	LGOIMA, s48(1)(a)(ii)
18. Honorary Doctorate recommendation	Privacy Confidential basis	s9(2)(a) s9(2)(ba)(i)	LGOIMA, s48(1)(a)(ii)

19. Honorary Doctorate recommendation	Privacy Confidential basis	s9(2)(a) s9(2)(ba)(i)	LGOIMA, s48(1)(a)(ii)
20. Digital Roadmap quarterly report	Commercial prejudice, commercial activities, confidential basis.	s9(2)(b)(ii), s9(2)(i), and s9(2)(ba)(i)	LGOIMA, s48(1)(a)(ii)
21. Accommodation quarterly dashboard report Q2 2026	Commercial prejudice, commercial activities, confidential basis.	s9(2)(b)(ii), s9(2)(i), and s9(2)(ba)(i)	LGOIMA, s48(1)(a)(ii)
22. Foundation quarterly report to 30.6.26	Privacy Commercial prejudice, commercial activities, confidential basis.	s9(2)(a) s9(2)(b)(ii), s9(2)(i), and s9(2)(ba)(i)	LGOIMA, s48(1)(a)(ii)
23. Committee and Academic Board minutes	Commercial prejudice, commercial activities, confidential basis.	s9(2)(b)(ii), s9(2)(i), and s9(2)(ba)(i)	LGOIMA, s48(1)(a)(ii)
24. Council only time	Privacy, commercial prejudice, commercial activities, confidential basis.	s9(2)(a), s9(2)(b)(ii), s9(2)(i), and s9(2)(ba)(i)	LGOIMA, s48(1)(a)(ii)

In relation to each of the above items, no public interest consideration has been identified favouring disclosure of the particular information in public proceedings of the meeting that would override the need to withhold the information.

This resolution is made in reliance on section 48(1)(a) of the Local Government Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by holding of the whole or the relevant part of the proceedings of the meeting in public are set out above.

- 2 that such members of the senior leadership as the Chancellor and the Vice-Chancellor request be permitted to remain at this meeting, after the public has been excluded, with the exception of agenda item 24 because of their knowledge of the relevant matters identified above which will be of assistance in relation to those matters.

Te Herenga Waka
Victoria University of Wellington



VICTORIA UNIVERSITY OF
WELLINGTON
TE HERENGA WAKA

Council Manual



**CAPITAL THINKING.
GLOBALLY MINDED.**
MAI I TE IHO KI TE PAE

EXECUTIVE SUMMARY

Te Herenga Waka Victoria University of Wellington

Te Herenga Waka - Victoria University of Wellington (the University) was established in 1897 for the advancement of knowledge and the dissemination and maintenance of this knowledge by teaching and research. It is one of the major universities in New Zealand, and is engaged in a wide range of national and global programmes.

Strategic Plan

The Strategic Plan was refreshed and approved by Council on 9 September 2024. The Vision is *The university for a better world*, the Mission *We draw on our whakapapa, knowledge and space to shape a better future together*.

Our values, vision and strategic priorities are set out in more detail in Appendix A.

Role of Council

The role of Council is to be the governing body of the University. The functions, powers and duties of Council are set out in the Education and Training Act 2020 and can be summarised as follows:

Functions of Council (section 280)

1. Appointing a Vice-Chancellor (and monitoring and evaluating his or her performance);
2. Preparing and submitting a proposed investment plan;
3. Ensuring the University is managed in accordance with, and determining policies to implement, the investment plan;
4. Determining policies in relation to the management of the University's affairs; and
5. Undertaking planning relating to the University's long-term strategic direction.

Powers of Council (section 283)

Council has all powers reasonably necessary to enable it to perform its functions efficiently and effectively. Many of these powers are delegated to the Vice-Chancellor as Chief Executive.

Duties of Council (section 281)

1. Strive to ensure that the University attains the highest standards of excellence in education, training and research;
2. Acknowledge the principles of the Treaty of Waitangi;
3. Encourage the greatest possible participation by the communities served by the University so as to maximise the educational potential of all members of those communities with particular emphasis on those groups in those communities that are under-represented among the University's students;
4. Ensure that the University does not discriminate unfairly against any person;
5. Ensure that the University operates in a financially responsible manner that ensures the efficient use of resources and maintains the University's long-term viability; and
6. Ensure that proper standards of integrity, conduct and concern for the public interest and the wellbeing of students attending the University are maintained.

Management of the University

The Vice-Chancellor is responsible and accountable for the management of the University.

Council composition and mix

The composition of Council is determined by the Education and Training Act 2020, Council's Constitution and the Council [Membership Statute](#).

Council consists of 12 members, each of whom may serve a maximum of three terms of up to four years each. The Vice-Chancellor is appointed *ex officio* for the term of appointment or reappointment.

The Minister for Universities appoints four Council members and Council appoints eight (including the Vice-Chancellor). The Nominations Panel oversees the appointments process of the three external members. The Returning Officer and Secretary to Council conducts elections to determine two staff representatives and two student representatives.

Chancellor and Pro-Chancellor

Each year Council elects from among the lay members (i.e. those who are not staff or students) a Chancellor and Pro-Chancellor. The Pro-Chancellor deputises for the Chancellor in his or her absence or at his or her request.

Secretary to Council

The Secretary to Council is responsible for ensuring that Council procedures are followed, that the applicable rules and regulations for the conduct of the affairs of Council are complied with and that Council is efficiently managed.

All Council members have access to the advice and services of the Secretary to Council.

Vice-Chancellor

The Vice-Chancellor is the link that connects the University's governance (Council) and management functions. All Council authority conferred on management is delegated through the Vice-Chancellor so that the authority and accountability of management is considered to be the authority and accountability of the Vice-Chancellor.

Between Council meetings the Chancellor maintains communication between Council and the Vice-Chancellor, expects to be kept informed by the Vice-Chancellor on all important matters, and is available to the Vice-Chancellor to provide counsel and advice where appropriate.

Council procedures

Council takes a disciplined approach to performing its role, with emphasis on strategic issues and stewardship. Council members must always act within any limitations imposed by Council on its activities.

Council and committee meetings are conducted in accordance with Council's Standing Orders. Council members are expected to perform their individual duties under Schedule 11 section 10 of the Act and comply with Council's Code of Conduct.

Council has sole authority over its agenda and exercises this through the Chancellor. Any person may, through the Chancellor, request the addition of an item to the agenda.

Council meetings are held at approximately 6-weekly intervals from approximately 9am to 5pm. The length of the meetings allows time for in-depth discussion on specific topics. Additional meetings may be scheduled as the occasion requires.

Council committees

Council committees are formed to facilitate efficient decision-making and provision of advice. Council committees operate under approved terms of reference and observe the same rules of conduct and procedure as Council unless Council determines otherwise. Council committees only speak or act for Council when authorised. The authority conferred on a Council committee does not derogate from the authority delegated to the Vice-Chancellor.

Council has three standing committees, namely the Audit and Risk Committee, the Te Aka Matua (Māori Advisory) Committee, and the People and Culture Committee. Three additional committees, the Victoria Honours Committee, the Nominations Panel, and the Vice-Chancellor Appointment Committee meet as and when required. Additional committees or sub-committees of standing committees may be formed for specific purposes and disbanded as required.

Council and member evaluations

Each year Council critically evaluates its own performance including its processes and procedures. From time to time the performance of individual members is also evaluated by self-assessment.

Induction of new members

An induction programme is run for all new Council members, to ensure that all Council members have a good understanding of the University and the environment in which it operates. As part of the programme, members receive essential Council and University information, meet key management and visit the University's facilities.

Members' remuneration

Council members will be paid fees in accordance with Schedule 11 section C of the Education and Training Act 2020. Actual out of pocket expenses (such as travel costs) may also be claimed.

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1 INTRODUCTION TO THIS MANUAL

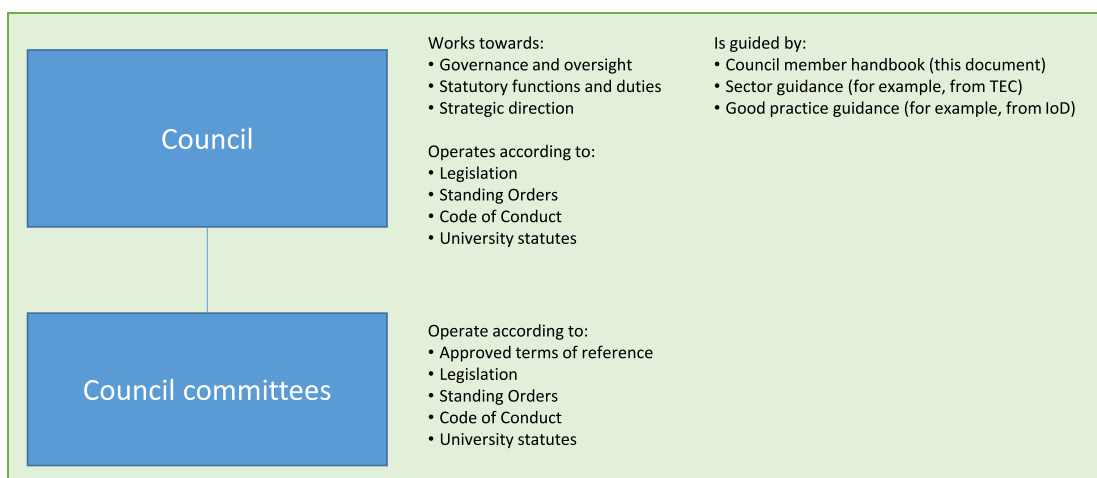
This section provides a brief introduction to this manual.

1.1 Context

It is Council's intention to be a high-performing governance team. This manual is one element in the set of governance resources provided to support Council to operate effectively and efficiently.

Other key governance resources include:

- Standing Orders;
- Code of Conduct;
- Terms of reference for Council committees;
- Tertiary Education Commission's (TEC) *"Governance Guide for Council Members of Tertiary Education Institutions"* (a generic guide applicable to all tertiary education institutions in New Zealand);
- Institute of Directors (IoD): corporate membership, *"Four Pillars"* Governance Best Practice guide (a generic guide applicable to all types of organisations) and related training; and
- The University's Strategic Plan, Investment Plan, Annual Budget and Annual Report.



1.2 Purpose of this manual

This manual is intended to be:

- A standard reference for Council members;
- High-level and explanatory in nature – with information about where to get more detail when required;
- Publicly available to other people interested in how the University's Council works; and
- Relatively static (i.e. not contain rapidly changing data such as contact details in the main document).

1.3 Manual ownership

The owner of this manual is the Secretary to Council.

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1.4 Distribution

This manual is expected to be made available to:

- Council and Te Hiwa (the Senior Leadership Team), as a Board book (and in hardcopy if required);
- Other senior leadership electronically and/or on the University website with the public documentation.

2 TE HERENGA WAKA VICTORIA UNIVERSITY OF WELLINGTON

This section sets out the context of the University's operations and the Council's scope of governance responsibilities.

History and current operations

Victoria University of Wellington was established in 1897 for the advancement of knowledge and the dissemination and maintenance of this knowledge by teaching and research.

It is one of the major universities in New Zealand. It operates across three campuses in Wellington (Kelburn, Pipitea, and Te Aro). It also has operations in Auckland, Miramar (Miramar Creative Centre), Gracefield (Ferrier and Robinson Institutes), and Island Bay (Coastal Ecology Laboratory). It is engaged in a wide range of national and global programmes.

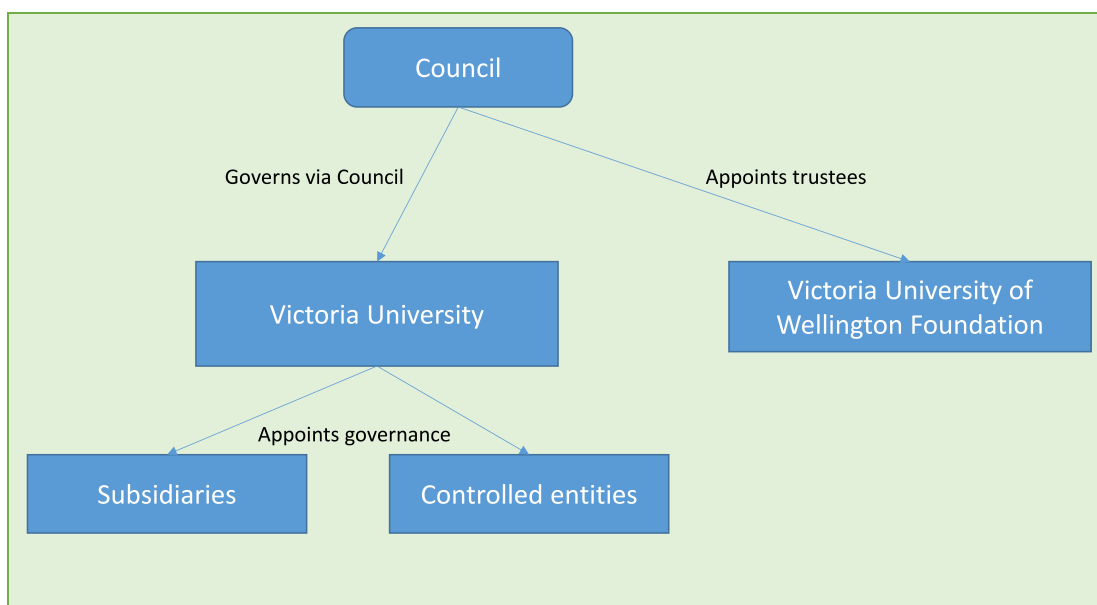
2.1 University, subsidiaries and controlled enterprises

Victoria University of Wellington is a registered charity (CC47181) with its main sector of operation recorded as education, training and research.

As well as having responsibility for the University's governance, Council members need to be aware of the governance relationship between Council, the Victoria University of Wellington Foundation (the Foundation) and subsidiaries and other entities that the University controls.

Council governs the University through the approval of the Strategic Plan, the direction it gives the Vice-Chancellor, approval of University statutes and consideration of the information it receives. It governs the Foundation indirectly through appointing the trustees.

Council does not directly govern other University subsidiaries and controlled entities. Directors and Trustees of these are appointed by the Vice-Chancellor (in consultation with the Chancellor) who is ultimately responsible to Council for their operation and performance.



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3 COUNCIL OVERVIEW

This section sets out the purpose of Council and explains how it obtains its authority. It also identifies the key legislation and governance documents that are relevant to Council in directing the University towards its strategic goals.

3.1 Treaty of Waitangi commitments

The Te Tiriti o Waitangi Statute is the formal expression of the University's commitment to Māori as tangata whenua and Treaty partners.

The University values te Tiriti o Waitangi, rangatiratanga (leadership), manaakitanga (the generous fostering of knowledge), kaitiakitanga (responsibility for, and guardianship of, knowledge), whai mātauranga (intellectual curiosity), whanaungatanga (collaboration and collectiveness) and akoranga (collective responsibility for learning).

3.2 Council's role and responsibilities

Council is the governing body of Victoria University of Wellington. The functions, powers and duties of Council are defined in the Education and Training Act 2020 as set out below.

3.2.1 Functions of Council (section 280)

Council's functions are:

280 Functions of councils

The functions of an institution's council are—

- (a) to appoint a chief executive in accordance with the [\[Public Service Act 2020\]](#), and to monitor and evaluate the chief executive's performance;*
- (b) to prepare and submit a proposed plan if the institution is seeking funding under a funding mechanism that provides for funding via plans;*
- (c) if the institution has a plan,—*
 - (i) to ensure that the institution is managed in accordance with that plan; and*
 - (ii) to determine policies to implement that plan;*
- (d) to determine, subject to the [\[Public Service Act 2020\]](#), the policies of the institution in relation to the management of its affairs;*
- (e) to undertake planning relating to the institution's long-term strategic direction.*

3.2.2 Powers (283)

Council has all powers reasonably necessary to enable it to perform its functions efficiently and effectively. Many of the powers in section 283 have been delegated to management through the Vice-Chancellor. The Reserved Powers of Council are found in Appendix 3 to the Delegations Statute.

283 Powers of councils

- (1) An institution's council has all powers reasonably necessary to enable it to perform its functions efficiently and effectively.
- (2) Except where they are exercised by delegation under this Act, the following powers of an institution may be exercised only by its council:
 - (a) to provide courses of study or training, admit students (including by discretion and ad eundem statum) and grant awards:
 - (b) to grant fellowships, scholarships, bursaries, or prizes:
 - (c) to authorise the making of grants or loans out of the money of the institution to the chief executive, to members of the staff or students of the institution, or to any association of staff or students, on the terms and conditions that the council thinks fit and guarantee loans made by other persons to the chief executive or members of the staff of the institution for housing purposes:
 - (d) to accept gifts, devises, and bequests made to the institution, whether on trust or otherwise:
 - (e) to agree to the disestablishment of the institution and its incorporation in another institution of the same class or a different class:
 - (f) to agree to the incorporation in the institution of another institution or other institutions, whether of the same class as itself or a different class from itself:
 - (g) to arrange for the manufacture of, and distribution of (whether by way of sale or otherwise), any article or thing bearing a mark, symbol, or writing that is associated with the institution:
 - (h) to arrange for the provision of (whether by sale or otherwise) goods and services to staff or students of the institution or other persons using, or otherwise attending at, facilities of the institution:
 - (i) to prescribe fees payable by students of the institution or any of them:
 - (j) to establish bodies within the institution to give advice to the council:
 - (k) to do anything incidental to the exercise of any of the preceding powers.
- (3) Subsection (2)(e) and (f) does not apply to [Te Pūkenga—New Zealand Institute of Skills and Technology's] council.
- (4) An institution's council has the power to appoint committees consisting of the persons, whether or not members of the council, that the council determines to exercise the powers that are delegated to them under section 285 and the powers that are conferred on them by statutes made by the council, and to alter, discharge, and reconstitute committees so appointed.

Reserved Powers of Council

Govern the University	in accordance with relevant legislation and the Investment Plan and Strategic Plan
Approve the University's long-term strategic direction, Strategic Plan, Mission, Values and Vision	
Approve the budget	on the recommendation of the Finance Committee
Approve the Annual Report	on the recommendation of the Audit and Risk Committee
Appoint, reappoint (and remove) a Vice-Chancellor	
Monitor and evaluate the Vice-Chancellor's performance	on the recommendation of the HR Committee
Appoint (and remove) an acting Vice-Chancellor	
Authorise other people to execute documents on behalf of the University	
Oversee and monitor the assessment and management of risk across the University and its controlled entities	
Approve the internal audit charter	on the recommendation of the Audit and Risk Committee
Approve statutes	
Agree to the disestablishment of the University and its incorporation in another institution of the same class or a different class	
Agree to the incorporation in the University of another institution or other institutions, whether of the same class as itself or a different class from itself	
Grant honorary degrees and Hunter Fellowships	on the recommendation of the Victoria Honours Committee

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Approve naming rights	on the recommendation of the Victoria Honours Committee
Determine objective criteria for consideration of Council members	
Appoint as a member of Council the Vice-Chancellor and up to 7 other people	taking into account the recommendations of the Nominations Panel
Elect (and remove) a Chancellor and Pro-Chancellor	
Determine rates of payment for members of Council (other than the Vice-Chancellor)	
Dismiss or suspend a member of Council or recommend to the Minister that a member be removed from office	
Initiate action against a member of Council for breach of any individual duty	
Recommend to the Minister that the Constitution of the Council be amended	
Determine Council's annual work plan and anything necessary to support the business of Council	
Determine procedures for meetings of Council and Committees of Council	
Manage disclosures of interest from Members of Council	
Assess the performance of Council	
Appoint, alter, discharge and reconstitute committees of Council, other committees to exercise delegated powers and boards or other bodies within the University to give advice to Council	
Delegate or revoke any of Council's powers to the Vice-Chancellor or to a committee (including the Academic Board)	
Decide how to fill casual vacancies on Council	Includes deciding not to fill a vacancy that occurs within 3 months of the end of Council member's term of office
Appoint trustees of the Victoria University of Wellington Foundation	
Approve any new subsidiary or controlled entity of the University or the disestablishment of any existing entity	
Academic	
Establish an Academic Board and consider any advice from the Academic Board	
Determine the composition of the Academic Board	
Grant (and revoke) qualifications and awards	
Decide on grievance about an action of the Academic Board	in accordance with section 4.3(c) of the Academic Board statute
Establish targeted admissions schemes for students from equity groups	
Determine minimum entry requirements	
Determine wording on Qualification Certificate	
Approve amendment of already issued Qualification Certificate	
Finance and Contracts	
Approve any matter requiring a "Level 0" approval in the Financial Delegated Authority Limits set out in Appendix 2	
Determine tuition fees and student services levies	taking into account the recommendations of the Finance Committee
Approve limits on treasury financial transactions and financial authorities (as set out in the Treasury Statute)	taking into account the recommendations of the Finance Committee
Authorise grants or loans to the Vice-Chancellor, members of staff, students, or to any association of staff or students, and guarantee loans to the Vice-Chancellor or members of staff for housing purposes	
Approve the level of insurance coverage	
Authorise the common seal to be affixed to any document	Common seal must be countersigned by two people (other than for qualification certificates), one of whom must be a member of Council.
Enter into agreements which, if made by a private person, must be by deed.	Requires common seal to be affixed and countersigned by two people with delegated authority (at least one of whom must be a member of Council).

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3.2.3 Duties (section 281)

The duties of Council are:

281 Duties of councils

- (1) *It is the duty of an institution's council, in performing its functions and exercising its powers,—*
- (a) *to strive to ensure that the institution attains the highest standards of excellence in education, training, and research:*
 - (b) *to acknowledge the principles of Te Tiriti o Waitangi:*
 - (c) *to encourage the greatest possible participation by the communities served by the institution so as to maximise the educational potential of all members of those communities, with particular emphasis on groups in those communities that are under-represented among the students of the institution:*
 - (d) *to ensure that the institution does not discriminate unfairly against any person:*
 - (e) *to ensure that the institution operates in a financially responsible manner that ensures the efficient use of resources and maintains the institution's long-term viability:*
 - (f) *to ensure that proper standards of integrity, conduct, and concern for the public interest and the well-being of students attending the institution are maintained.*
- (2) *In addition, NZIST's council must comply with section 97 of the Crown Entities Act 2004 in respect of its subsidiaries.*

Under the Health and Safety at Work Act 2015, Council members have a duty as officers of the University to exercise “due diligence” to ensure that the University complies with its duties and obligations under that Act.

Due diligence is defined (in section 44(4)) as including taking reasonable steps to:

- (a) *to acquire, and keep up to date, knowledge of work health and safety matters; and*
- (b) *to gain an understanding of the nature of the operations of the business or undertaking of the PCBU and generally of the hazards and risks associated with those operations; and*
- (c) *to ensure that the PCBU has available for use, and uses, appropriate resources and processes to eliminate or minimise risks to health and safety from work carried out as part of the conduct of the business or undertaking; and*
- (d) *to ensure that the PCBU has appropriate processes for receiving and considering information regarding incidents, hazards, and risks and for responding in a timely way to that information; and*
- (e) *to ensure that the PCBU has, and implements, processes for complying with any duty or obligation of the PCBU under this Act; and*
- (f) *to verify the provision and use of the resources and processes referred to in paragraphs (c) to (e).*

(PCBU = a person conducting a business or undertaking (section 17(1)). In this context, the relevant PCBU is Victoria University of Wellington.

This duty essentially directs that the University's health and safety culture be controlled and managed by those in governance (and senior management) roles.

3.3 Strategy

3.3.1 Strategic Plan

Council is responsible for setting the University's strategic direction and for monitoring progress toward attaining the strategic goals. It does this by approving the Strategic Plan which sets out the University's:

- Vision;
- Mission
- Values
- Strategic Priorities

The 2024-2028 Strategic Plan was approved by Council on 9 September 2024. It is available at Appendix A to this document.

3.3.2 The Statement of National Education and Learning Priorities (NELP) and the Tertiary Education Strategy

The Statement of National Education and Learning Priorities (NELP) and the Tertiary Education Strategy (TES) are issued under the Education and Training Act 2020. The TES sets out the Government's long-term strategic direction for tertiary education, including economic, social, and environmental goals and the development aspirations of Māori and other population groups

The full Tertiary Education Strategy (TES) can be found at this link:

[The Tertiary Education Strategy | Tertiary Education Commission \(tec.govt.nz\)](https://tec.govt.nz)

3.4 Legislation

A further consideration in governing Victoria University of Wellington is the application of relevant legislation.

The primary items of legislation directing the University are:

- Education and Training Act 2020 (parts 5 and in particular part 4 subpart 3— Administration of tertiary institutions);
- Victoria University of Wellington Act 1961. Most of the original elements of this Act have now been repealed and replaced by equivalent elements in the Education Act. The provisions that remain include:
 - Section 3 – defines what the University consists of
 - Section 20 – gives Council power to award certificates, fellowships, scholarships, bursaries, and prizes, and to make other awards.
 - Section 21 – gives Council power to provide lectures and instruction to members of the public and award certificates for this;
- Crown Entities Act 2004. The University is a Crown Entity. Only the provisions listed in Schedule 4 apply to Tertiary Education Institutions; and
- Public Finance Act 1989. Only certain provisions of the Act apply, particularly the restrictions on investment in section 65I of that Act.

Governance and management of the University must also comply with other legislation.

The General Counsel conducts an annual legislative compliance survey and the results of this are reported to the Audit and Risk Committee and then Council.

3.5 Other key governance material

Council members also need to be familiar with the following key governance material:

3.5.1 Standing Orders

Standing Orders set out Council's rules for meetings of Council and its committees. They incorporate and extend the rules set out in Schedule 11 sections 15 and 16 of the Education and Training Act 2020. They also incorporate key requirements of Part 7 of the Local Government Official Information and Meetings Act 1987 which apply to Council and its committees. The standing orders are circulated with each set of public Council documentation.

3.5.2 Council Code of Conduct

The Council Code of Conduct sets out expected standards of behaviour for Council members. It should be read in conjunction with applicable legislative requirements. The Code of Conduct is circulated with each set of public Council documentation.

3.5.3 Investment Plan

The Investment Plan is submitted to the TEC to seek government funding for domestic students.

To meet TEC's requirements, the Investment Plan must describe:

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- How the University will achieve government priorities set out in the TES;
- The University's mission and role in the tertiary sector;
- All the tertiary education programmes and activities run or undertaken by the University; and
- The outcomes proposed by the University, including performance indicators.

Under changes to the University's delegations' statute approval of the Investment Plan is delegated to the Vice-Chancellor.

3.5.4 Annual Budget

The Annual Budget identifies the projected revenue and operating and capital expenditures required to achieve the University's fiscal targets, the targets specified in the Investment Plan and agreed initiatives to support the Strategic Plan in each calendar year. Council approves the Annual Budget.

3.5.5 Annual Report

The Annual Report includes the University's audited financial statements and the Statement of Service Performance (SSP) which reports against performance measures specified in the Investment Plan. Council approves the Annual Report.

3.5.6 Council statutes

Section 284 of the Education and Training Act 2020 gives Council the authority to make statutes. University statutes are the highest level component of the University's policy framework.

Where a statute has academic implications, Council must take advice from the Academic Board. Statutes are permanent in nature although subject to periodic review. Compliance with statutes is mandatory and non-compliance is actionable through appropriate conduct policy documents.

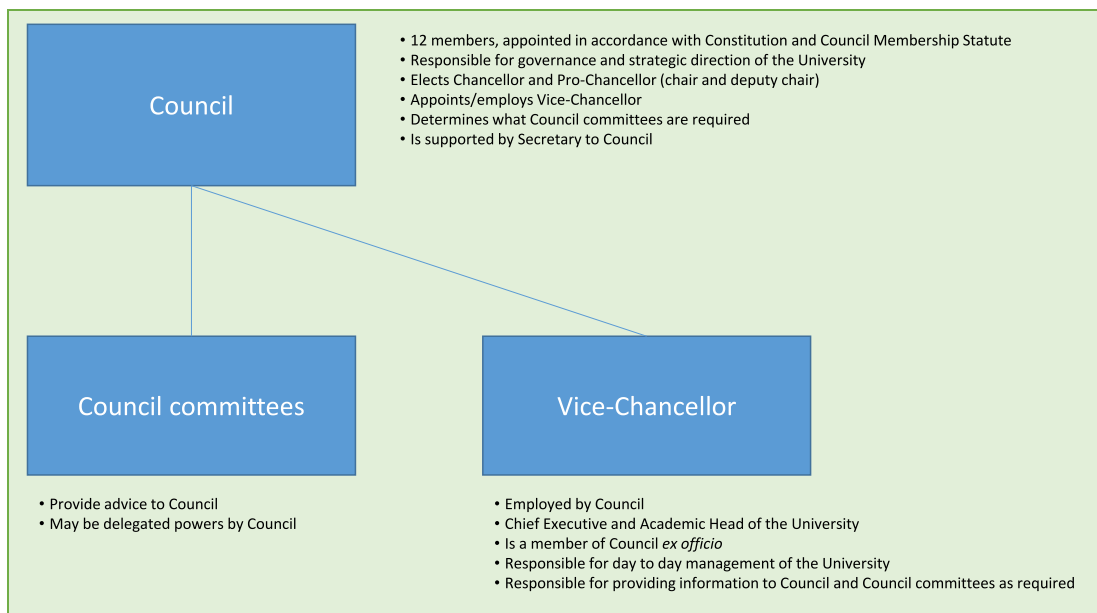
Other components of the University's policy framework include policies, regulations, procedures and guidelines. These are published in a standard format on the website.

3.5.7 Delegations

Delegations are the formal mechanism by which Council authorises committees and the Vice-Chancellor to exercise the power of Council. The Delegations Statute sets out all the decision-making authorities across the University (including those sub-delegated by the Vice-Chancellor). More information can be found at this link - <https://www.wgtn.ac.nz/about/governance/delegations>.

4 COUNCIL ORGANISATION

This section sets out how Council organises itself.



4.1 Council composition

The composition of Council is determined by the Education and Training Act 2020, Council's Constitution (gazetted on 24 September 2015 <https://gazette.govt.nz/notice/id/2015-au5554>) and the Council Membership Statute <https://www.wgtn.ac.nz/documents/policy/governance/council-membership-statute.pdf>).

The Constitution is a short document that essentially states that the University's Council must comprise 12 members, of whom:

- Four are appointed by the Minister for Universities; and
- Eight are appointed by Council in accordance with its statutes.

The Constitution also specifies that the maximum number of occasions on which a person may be appointed as a Council member is three, although Council's expectation is that no Council member would be appointed on more than two occasions.

The detail of the composition of Council is set out in the Council Membership Statute, which also sets out the basis on which the eight members appointed by Council are elected or selected.

- 4.2 The Nominations Panel oversees the appointments process for the three positions appointed directly by Council.**
- 4.3 The Secretary to Council who is also the Returning Officer conducts elections for the two staff representatives (once every two years) and the two student representatives (once each year). The successful candidates are appointed at the next available Council meeting with staff reps serving a four year term, and student reps a two year term.**
- 4.4 The Vice-Chancellor is appointed *ex officio* for the length of his/her employment contract.**

4.5 Chancellor and Pro-Chancellor (Chair and Deputy Chair)

Council has two specific positions that are determined by election within Council each year.

4.5.1 Chancellor

The Chancellor is elected by Council as chairperson and is eligible for re-election to this office. This is traditionally for a one year term.

The Chancellor chairs Council and is responsible for providing leadership to Council in the execution and review of its governance responsibilities. The Chancellor represents Council at meetings concerned with governance issues across the sector (for example, Chancellors' meetings, meetings with representatives of government etc.) and provides advice and support to the Vice-Chancellor. The Chancellor is also typically the spokesperson for Council and the University on governance issues.

The Chancellor:

- Convenes Council meetings;
- Is a member *ex officio* of all committees of Council;
- Convenes or is a member of working parties of Council as deemed appropriate;
- Attends meetings of the NZ Chancellors;
- Is a Trustee of the Victoria University of Wellington Foundation (*ex officio*);
- Presides at the University's Graduation Ceremonies; and
- Represents the University at corporate and cultural functions.

4.5.2 Pro-Chancellor

The Pro-Chancellor is elected by Council as deputy chairperson and is eligible for re-election to this office. This is traditionally for a one year term.

The Pro-Chancellor is the Chancellor's deputy in governance and ceremonial roles and, on occasion as required, acts on the Chancellor's behalf.

If the Chancellor is not present at a meeting of Council or if there is no Chancellor, the Pro-Chancellor presides at the meeting and has all the powers and functions of the Chancellor for the purpose of the meeting.

The Pro-Chancellor:

- Deputises for the Chancellor as the leader of Council and as the Ceremonial Head of the University ;
- Is a member *ex officio* of all committees of Council except the Nominations Panel; and
- Represents the University at corporate and cultural functions.

4.5.3 Election process

Schedule 11 section 15 of the Education and Training Act 2020 sets out general guidance, including the constraint that Council members who are the Vice-Chancellor, members of staff or students are not eligible for election to be Chancellor or Pro-Chancellor.

The election process will be supervised by the Secretary to Council, who will provide formal notice of the date of the election, receive nominations and, if there are two or more nominations for one office, conduct a secret ballot.

The election process normally followed is:

1. The election will be held at the last meeting of Council in each calendar year.
2. The Secretary to Council will call for nominations at least two weeks before the final Council meeting of the year.
3. Nominations (proposed and seconded) must be received in writing by the Secretary to Council by the date specified in the call for nominations.
4. Nominations will only be accepted from the floor if no written nominations have been received.
5. If there are two or more nominations for one office, a secret ballot will be conducted.
6. If the ballot results in a tie, a second ballot will be held. If the second ballot results in a tie, then the Secretary to Council will supervise the determination of the outcome by lot.

4.6 Officers of Council

The “Officers of Council” are the Chancellor, the Pro-Chancellor, the Vice-Chancellor and the Chair of the Finance Committee.

4.7 Council committees

Council committees are formed to facilitate efficient decision-making and provision of advice. Council has the power to form committees under section 283(4) of the Education and Training Act 2020 as required. Standing Orders require committees to operate under approved terms of reference and observe the same rules of conduct and procedure as Council unless Council determines otherwise. Council committees only speak or act for Council when authorised. The authority conferred on a Council committee does not derogate from the authority delegated to the Vice-Chancellor.

The committee structure is as follows:

Permanent committees

- Audit and Risk Committee;
- Te Aka Matua (Māori Advisory Committee); and
- People and Culture Committee

Special purpose committees

- Victoria Honours Committee
- Nominations Panel
- Vice-Chancellor Appointment Committee

Membership of each committee is determined by Council at the start of each year, and on other occasions as the need arises.

Each committee operates with agreed terms of reference, which set out:

- The scope, purpose, responsibilities and authority of the committee;
- Membership and attendance;
- Meetings;
- Information and reporting; and
- Review requirements.

The Secretary to Council has a template for the creation of terms of reference for new committees or advisory groups when required.

Note: the Finance Committee was disestablished by Council resolution on 23 March 2026, and its remit moved to the Audit & Risk Committee, as well as more fulsome reporting by the CFO to Council under the Financial report.

Committee	Purpose	Meeting frequency	Members
Audit and Risk	Assists Council in relation to oversight of strategic, financial and operational risk management, internal and external audit, statutory financial reporting and legislative compliance.	Quarterly (or as required)	Chancellor and/or Pro-Chancellor Up to five other Council Members
Te Aka Matua – Māori Advisory committee	The purpose of Te Aka Matua is to assist Council discharge its governance responsibilities in relation to Māori and Te Tiriti o Waitangi	Four times per year	Chancellor Up to three other members of Council, two of whom should be on an annual rotation to build all Council members' understanding of Te Tiriti o Waitangi, mātauranga Māori, te reo Māori and tikanga Māori Up to three external Māori members – one member each from Taranaki Whānui and Ngāti Toa, appointed by Council on the nomination of the relevant mana whenua Iwi and one co-opted member appointed by Council based on an agreed identified skill-set. No member shall be Council members and may be appointed for up to a four-year term; One Māori student appointed by Council on the nomination of Ngā Taurā
People and Culture Committee	Assists Council to meet its responsibility to monitor and evaluate the Vice-Chancellor's performance and undertake the Vice-Chancellor's annual remuneration review. Develop a culture at the University which supports the delivery of its strategic priorities as they relate to people and culture;	As required	Chancellor Pro-Chancellor up to two other lay members of Council
Victoria Honours committee	Makes recommendations to Council regarding the criteria, conferment or award for/of an honorary degree, Hunter Fellowship, naming rights, or any other honorary award which Council may wish to bestow.	As required	Chancellor Pro-Chancellor Vice-Chancellor two other Council members President of the PGSA Academic staff as per TOR

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Nominations Panel	Ensures Council has the skills, knowledge, diversity and experience for the University to meet the challenges ahead and to achieve its strategic goals. It also oversees the selection and recommendation process of three Council members.	As required	Chancellor Vice-Chancellor DVC Māori & Kaitiakitanga Academic Board nominee member of Professional Staff VUWSA President or nominee two external members
VC Appointment Committee	To assist Council in appointing a Vice-Chancellor as defined by the Terms of Reference	As and when required	Chancellor Pro-Chancellor Up to three other members including one staff representative

4.8 Academic Board

Schedule 11 section 18(2) of the Education and Training Act 2020 requires Council to establish an academic board to advise Council on matters relating to courses of study or training, awards, and other academic matters.

The Academic Board may exercise powers delegated to it by Council and the Vice-Chancellor under sections 285 and 295 of the Education and Training Act 2020.

The Academic Board is not a committee of Council, although for convenience it is deemed to be one for the purposes of receiving and exercising delegated authority from Council.

The Academic Board is chaired by the Vice-Chancellor (*ex officio*). The membership, functions and powers of the Board are defined in the Academic Board statute and the Delegations Statute.

4.9 Vice-Chancellor

The Vice-Chancellor is the University's Chief Executive and as such is responsible for managing the academic and administrative affairs of the University. The Vice-Chancellor is the employer of all University staff. The Vice-Chancellor is *ex officio* a member of Council and of all committees of Council except the People & Culture Committee.

One of the key functions of Council is to appoint, and then monitor the performance of, the Vice-Chancellor.

The Vice-Chancellor is the link that connects the University's governance (Council) and management functions. All Council authority conferred on management is delegated through the Vice-Chancellor so that the authority and accountability of management is considered to be the authority and accountability of the Vice-Chancellor so far as Council is concerned.

Between Council meetings the Chancellor maintains communication between Council and the Vice-Chancellor, expects to be kept informed by the Vice-Chancellor on all important matters, and is available to the Vice-Chancellor to provide counsel and advice where appropriate. Only decisions of Council acting as a body are binding on the Vice-Chancellor. Individual Council members, officers or committees should not give decisions or instructions to the Vice-Chancellor except in those instances where specific authorisation is given by Council.

Accountability of Vice-Chancellor to Council

The Vice-Chancellor is accountable to Council for management of the University. At each of its normal monthly meetings Council expects to receive from or through the Vice-Chancellor:

- Operational and other reports and proposals; and
- Such other information and assurances as Council considers necessary.

4.10 Secretary to Council

The Secretary to Council is responsible for managing all Council matters and ensuring that correct procedures are in place and that all applicable rules and regulations for the conduct of the affairs of Council are complied with.

All Council members have access to the advice and services of the Secretary's office.

The role of the Secretary includes:

- Managing the Council's work programme and related meetings in consultation with the Chancellor and Vice-Chancellor
Preparing, publishing and distributing Council and Council committee papers including agendas and minutes;
- Maintaining Council's register of interests and conflicts of interest;
- Preparing the Council section of the Annual Report;
- Ensuring Council related information on the University's website is current;
- Administering Council fees and expenses;

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- Organising continuing professional development for Council;
- Managing elections and external appointments of Council members;
- Providing executive advice and support to the Chancellor (including for graduation, key events, communication, and other logistics);
- Liaising with TEC and the Minister's office on behalf of Council;
- Keeping pace with the changing technological requirements of the role, particularly post-pandemic
- Managing information requests from Council members to University staff through the Vice-Chancellor; and
- Being the key contact point for all matters relating to Council and to provide advice to senior staff when interacting with Council.

4.11 General Counsel

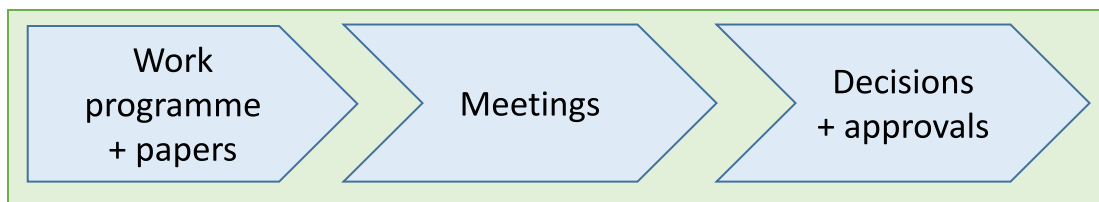
General Counsel is responsible for the provision of constitutional and legal advice. In relation to Council business this may include:

- Advice on interpretation and application of relevant legislation;
- Advice on appropriate procedure;
- Advice on the creation, interpretation and application of Council's own procedural documents including Standing Orders, Code of Conduct and Terms of Reference for committees, boards and advisory bodies; and
- Engaging external legal services when required.

Any request for, and provision of, legal advice should be directed through the Chancellor or, in relation to a committee, the chair of that committee.

5 COUNCIL PROCESSES AND PROCEDURES

This section sets out how Council operates.



Council takes a disciplined approach to performing its role, with emphasis on strategic issues and policy. Council members must always act within any limitations imposed by Council on its activities.

5.1 Annual work programme

Council works to a set timetable throughout the year. Council accomplishes its work through a series of Council meetings and Council committee meetings.

5.1.1 Council meetings

Council normally holds formal meetings at six-weekly intervals during standard business hours from approximately 11 am to 4.00 pm. From May 2025, the Council meeting will be preceded by the Finance Committee. Council may also hold additional special meetings if required.

Formal Council meetings and Council committee meetings are conducted in accordance with Council's Standing Orders. These may be amended from time to time by Council as Council sees fit, and they are also reviewed by the Secretary to Council and General Counsel on an annual basis to ensure that they remain current and relevant.

Members are expected to use their best endeavours to attend all Council meetings and to prepare thoroughly. Members are expected to participate fully, frankly and constructively in Council discussions and other activities and to bring the benefit of their particular knowledge, skills and experience to the Council table.

Council discussions are expected to be open and constructive, recognising that genuinely-held differences of opinion can, in such circumstances, bring greater clarity and lead to better decisions. The chair of the meeting will endeavour to seek a consensus in Council but may, if necessary, call for a vote.

Minutes are prepared for all formal Council and Committee meetings. These summarise the items considered and the decisions made.

Meetings open and close with Karakia.

5.1.2 Council committee meetings

Council committee meetings are held in accordance with the agreed timetable and the terms of reference for each specific committee. Meetings of standing committees are publicly notified on the website. Minutes of committee meetings are reported back to Council by inclusion in the agenda for the next Council meeting.

5.1.3 Council workshops

From time to time Council holds a workshop to look at particular topics in more detail. Workshops are not formal meetings of Council and are therefore not open to the public. The chair of the workshop decides the extent to which the proceedings of workshops are recorded and reported back to Council.

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5.1.4 Council performance evaluation

Council will assess its performance on an annual basis. This process may include obtaining input from external parties.

5.2 Items for Council consideration

5.2.1 Agenda

Council has sole authority over its agenda, and the Chancellor is responsible, in consultation with the Vice-Chancellor and the Secretary to Council, for determining the agenda for each Council meeting. This is generally determined based on the annual work programme, matters arising from previous Council meetings and Council committees, and on new items put forward for consideration.

Any person may, through the Chancellor, request the addition of an item to the agenda.

At each ordinary meeting the interests register is updated as necessary and Council considers:

- A report from the Chancellor;
- Reports from Council committee chairs;
- A report from the Vice-Chancellor;
- A performance report (including financials and major projects)
- A Health and Safety report; and
- Reports on activities from other areas of the University's activities as appropriate.

The sequencing and the allocation of time to items is determined based on the strategic importance of the item and the range of other items that need to be considered at each meeting.

Each Council meeting has a public session and a public-excluded session. This is a critical part of agenda planning.

5.2.2 Council papers

Council papers (including formal notice of meeting and agenda) are distributed to Council members using Diligent Board books. Council papers are usually made available at least three calendar days before meetings. Late papers are only accepted where this has been agreed in advance by the Chancellor.

Papers are expected to use the standard template for Council and Committee papers. This template is available from the Secretary to Council.

5.3 Interactions with University staff

It is expected that from time to time Council members will need to interact with members of staff. While this is generally encouraged, as it enables Council collectively to obtain a broader understanding of how the University is operating, it is also important for Council members to understand that they do not have authority to direct staff to provide information or undertake other activities unless specifically authorised to do so by the Chancellor or Vice-Chancellor.

It is expected that all interactions between Council members and University staff will be conducted in an open and transparent manner to ensure there are no surprises. The Secretary to Council can facilitate interactions between Council and the appropriate University staff, keeping the Chancellor and Vice-Chancellor informed.

If University staff are approached directly by Council members, they are expected to advise their manager, who in turn may redirect the request to the Vice-Chancellor's Office.

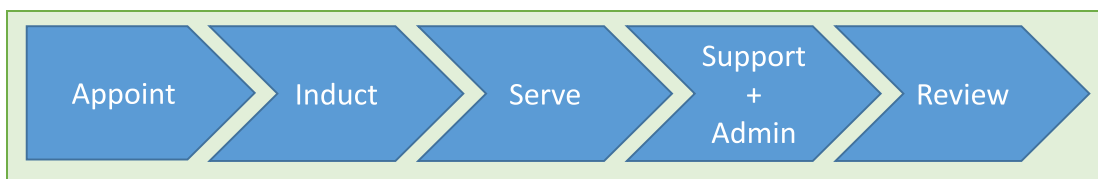
5.4 Dealing with disruptions by members of the public

If a Council meeting is disrupted by members of the public during the public section of a meeting (to the extent that reasonable debate by Council is prevented, or Council members feel threatened harassed or intimidated) then Council will manage the situation in accordance with the provisions of section 50 of the Local Government Official Information and Meetings Act 1987.

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6 OTHER GUIDANCE FOR COUNCIL MEMBERS

This section addresses other topics relevant to Council members.



6.1 Induction

At the start of each year, and on any occasion when a new person joins Council, an induction programme is run for all new Council members. This is intended to ensure that all Council members have a good (and consistent) understanding of the University and the environment and markets in which it operates. As part of the programme, members receive essential Council and University information and meet key members of the management team.

Having a good understanding of the context, purpose, organisation and processes of Council and the University is vital for Council to be able to operate as a high-performing team.

The induction programme ensures that:

- New Council members are brought up to speed;
- Council as a whole understands the work programme for the year ahead; and
- Council understands its current mix of knowledge, skills, experience and diversity.

6.2 Individual roles and responsibilities

As well as attending all Council meetings and workshops, Council members are also expected to serve on one or more Council committees.

Council members are expected to keep themselves abreast of changes and trends in the University's environment and markets and in the economic, political, social and legal climate generally.

Council members are welcome and encouraged to attend graduation celebrations usually held in May and December.

Council members are expected to perform their individual duties under Schedule 11 section 10 of the Act in accordance with Council's Code of Conduct and in accordance with all relevant University statutes (such as the Conflicts of Interest Statute).

Council members must not act as spokesperson for, or make any public comment on behalf of, Council or the University unless specifically authorised to do so by the Chancellor or Vice-Chancellor.

Council members, as officers of the University, must also ensure that they exercise due diligence to ensure that the University complies with its duties and obligations under the Health and Safety at Work Act 2015.

6.3 Fees, allowances and travel costs

Council members may be paid fees in accordance with Schedule 11 section 17 of the Education and Training Act 2020. Actual out of pocket expenses (such as travel costs) may also be claimed.

Where travel on Council business is required, the University will make the travel arrangements and cover the cost. Travel must be approved in advance by the Chancellor.

6.4 Insurance

The University maintains a comprehensive portfolio of insurance policies. This section provides an overview of the main insurance policies relevant to Council members.

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6.4.1 Directors & Officers

This policy covers both individual Council members as well as the University itself for claims made against Council members for wrongful acts in the discharge of their University duties. The policy covers both defence costs and settlements of claims.

6.4.2 Statutory Liability

This policy covers both individual Council members as well as the University itself for claims alleging unintentional breaches of New Zealand statutes. The policy covers both defence costs and penalties awarded against an insured (although there are some exceptions; for instance, fines following breaches of Health and Safety legislation cannot be insured).

6.4.3 Trustees Liability

This policy covers claims made against trustees in the discharge of their duties on behalf of a Trust (or fund). The policy covers defence costs, damages and judgements against trustees.

6.4.4 General requirements

Council members are required to complete a very brief declaration annually for the purposes of the renewal of the University's liability policies. The declaration typically asks whether the Council member has been involved in any companies that have been in receivership or liquidation and whether there has ever been a claim against him or her in the capacity as a Council member or a director, officer or senior employee of any entity.

All policies also require prompt notification of any circumstance which could give rise to a claim. A failure to do so may void the insurance cover. Such notifications are to be made in the first instance to Secretary to Council.

6.5 Independent professional advice

Any Council member is entitled to obtain independent professional advice relating to his or her responsibilities as a member. If a member considers such advice is necessary the member is expected to first discuss it with the Chancellor.

6.6 Information access and technology

6.6.1 Information access

Council members are given digital access to all Council papers and related material via Diligent Board books which ensures timely, effective and secure provision of Council information. This is the only University provided system that Council members are required to access as a Council member.

Council members are allowed access to the University's library.

Council members (with the exception of the Chancellor) do not require (and are not provided with) University identity or access cards.

Council members who do not have access to suitable technology may make arrangements to borrow the necessary equipment for the duration of their term. Free WiFi is available on all University campuses.

6.6.2 Information security

Council members are expected to keep all information relating to Council and the University secure. If Council members have reason to believe that there may have been any loss of, or inappropriate access to, University information in their care, they should advise Secretary to Council as soon as possible.

6.7 Physical security on campus

Campus security can be contacted on 0800 842 8888

6.8 Self-evaluation

As part of Council's goal to be a high-performing Council, Council members are expected to periodically self-evaluate their performance, and to take any appropriate steps in response to the outcome of this evaluation.

6.9 Training and development

Council has a "BoardWide" corporate membership of the IoD which provides all Council members full IoD membership benefits (except voting rights). Council expects that all Council members will attend basic governance training.

6.10 Declarations

After becoming a member of Council, and whenever circumstances change after that, Council members are required to complete a number of formal declarations. These include:

- Details for Register of Interests. These interests will be published in the Annual Report;
- Insurance declaration; and
- A declaration to confirm that:
 - The person is not disqualified from appointment under section 277 of the Education and Training Act 2020 or section 16 of the Charities Act 2005 (for example as an undischarged bankrupt); and
 - The person agrees to comply with Council's Standing Orders and Code of Conduct.

The Secretary to Council arranges the completion of these declarations.

6.11 Where to get more information

More information may be obtained from:

- Chancellor, Pro-Chancellor and Vice-Chancellor;
- Secretary to Council
- General Counsel; and
- The University's website and other websites (such as TEC, legislation.govt.nz, Ministry of Education, etc.)

Appendices – Appendix A – Strategy – 2024-2028

Te Herenga Waka, He Herenga Tāngata, He Herenga Kaupapa—the university for a better world.

Te koromakinga—Our mission

We draw on our whakapapa, knowledge, and place to shape a better future together.

Ngā whanonga pono—Our values

Kaitiakitanga—we have a duty as guardians to protect and nurture the environment and people entrusted to our care.

Manaakitanga—we are welcoming and generous, and operate in ways that enhance the mana of our staff and students.

Whanaungatanga—we grow meaningful and long-lasting relationships that benefit our University communities and wider society.

Akoranga—we value the experience that students and staff bring to the University and recognise that greater understanding grows out of shared learning.

Whai mātauranga—we nurture intellectual curiosity that pushes the boundaries of knowledge and integrates diverse viewpoints to enhance the world around us.

Te whakakitenga—Our vision: Ki te pae!

The University's excellence is defined by inspirational teaching, outstanding research, and deep engagement, that mobilises understanding and action for a better world.

We are bold and creative, with tolerance for high-risk, high-reward activities with respect to academic investigations and discussion. A high trust culture across the University is pivotal for freeing time and resources to enable all members of our community to focus on whai mātauranga.

We may contribute as individuals but we succeed together, by investing in opportunities that have the potential to create distinctive long-term value for the University and our wider community.

We are responsible kaitiaki for our society and our environment, leading courageous, evidence-based discussion on critical civic and global issues with manaakitanga.

We cherish and care for our students and staff, who experience akoranga that celebrates their diverse identities, provides development connected to employment opportunities, and allows them to enjoy whanaungatanga that supports their success and life-long learning.

We manaaki all of our staff in ways that support their wellbeing and acknowledge their own aspirations for themselves, their families and the University.

We are a civic university with our community defining why we are here and who we serve. We are globally excellent by being locally relevant for the remarkable capital city of Wellington. This

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connection is evidenced by people's motivation to join with our university. Our collaborations advance our reputation nationally, in the Pacific region, and internationally.

Ngā whāinga matua—Our strategic priorities

Connection

We value and understand our diversity. We prioritise:

- our commitment to Te Tiriti o Waitangi and our connection to place to give meaning and influence to the marae at our heart, and support our global distinctiveness
- aspirations that empower, focus, and connect the distinctive strengths of individuals and groups within the University
- learning that excites and supports our diverse students to enable them to confidently contribute to kaupapa that challenges and extends their thinking
- the connection of ideas across academic disciplines to address pressing challenges and transformational opportunities.
- Read more about the initiatives that enhance our connection.

Collaboration

We value and use our strengths together. We prioritise:

- returning time to staff to pursue opportunities by improving economies of scale and consistency in our processes
- enhancing internal processes that transparently encourage resource sharing and collaboration across the University
- trusting our staff to innovate and work in the best interests of the University with a focus on reviewing outcomes rather than requiring prior approvals
- learning from and working with partners nationally and internationally to advance shared kaupapa.
- Read more about the initiatives that enhance our collaboration.

Community

We create value for our whole society. We prioritise:

- embracing our critic and conscience role in ways that allow current challenges, conflicts, and opportunities to be scrutinised with evidence and respectfully discussed
- engagement activities that enhance knowledge and understanding for all our external communities
- connecting aspiration to opportunity through pathways for Māori and Pasifika success
- empowering students to pursue professional and entrepreneurial experiences that connect ambition with possibility
- ecological thinking that contributes to a sustainable, resilient, and better world.

Appendix B – Other relevant publications and information

Document name	Publisher	Link
Resources for TEI councils	TEC	https://www.tec.govt.nz/teo/working-with-teos/tei/governance/resources-for-councils/
Investment Plan	The University	https://www.wgtn.ac.nz/about/governance/university-publications/investment-plan2/investment-plan.pdf
Annual Budget	The University	On board books resource centre
Annual Report	The University	https://www.wgtn.ac.nz/about/governance/university-publications/annual-report
Strategies, Statutes and Policies	The University	https://www.wgtn.ac.nz/about/governance/strategy
Detailed legislation	Parliamentary Counsel Office	http://www.legislation.govt.nz/

Appendix C – Karakia (on board books)

**CAPITAL THINKING.
GLOBALLY MINDED.**
MAI I TE IHO KI TE PAE

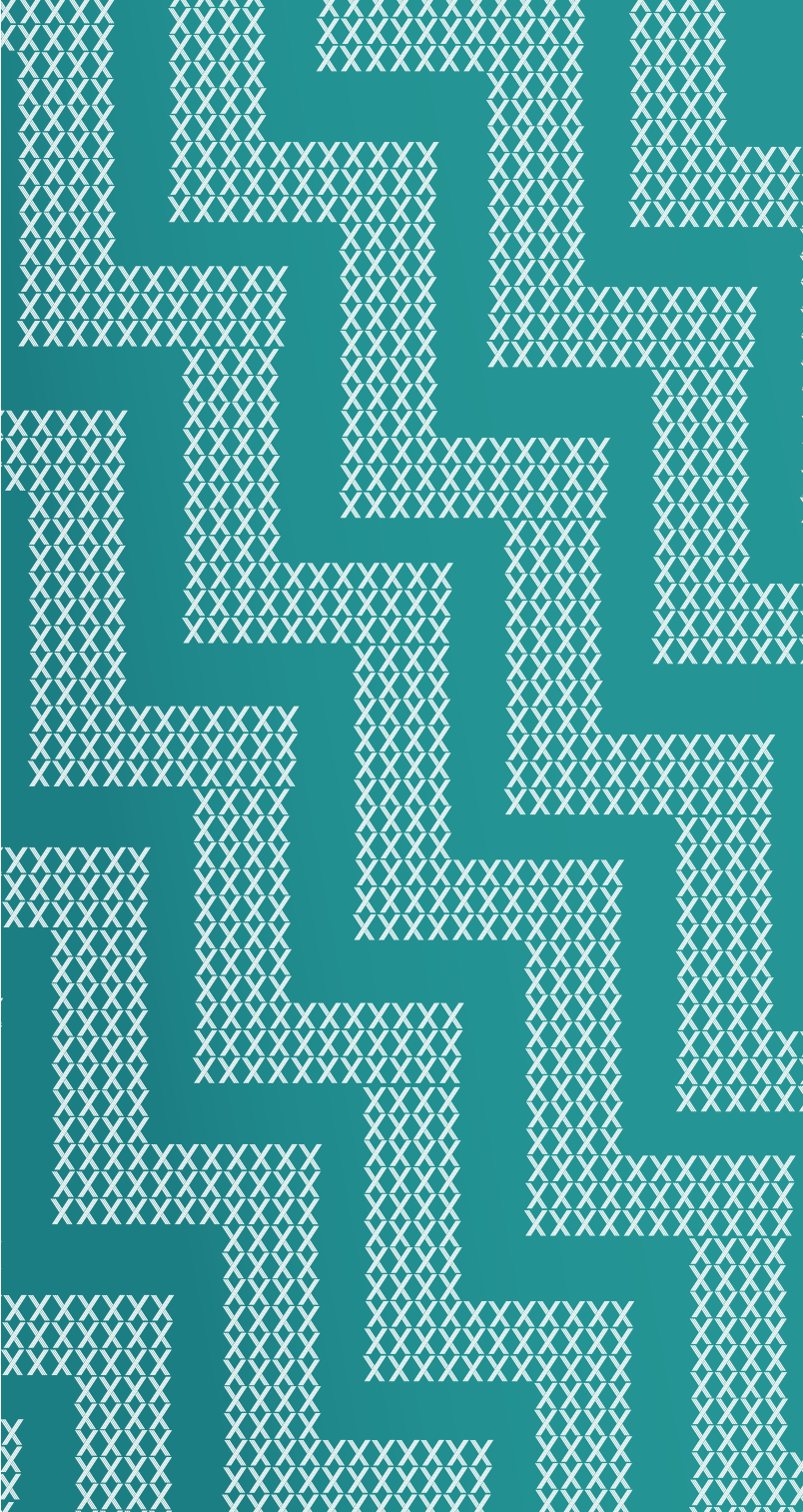


VICTORIA UNIVERSITY OF
WELLINGTON
TE HERENGA WAKA

Updated 16 June 2026

TIKANGA MĀORI AT VICTORIA

NGĀ TIKANGA MĀORI KI TE WHARE
WĀNANGA O TE ŪPOKO O TE IKA A MĀUI
**MĀORI CUSTOMARY CONCEPTS AT
VICTORIA UNIVERSITY OF WELLINGTON**



INTRODUCTION

Kei ngā hoa mahi o Te Whare Wānanga o Te Ūpoko o te Ika a Māui, tēnā koutou katoa. Tēnā tātou e whai whakaaro ana ki ngā tikanga Māori i roto i ētahi āhuatanga o ā tātou mahi. Ahakoa he tīmatanga noa, he iti noa, he pounamu kē hai whakatairanga i ngā tikanga a kui mā, a koro mā.

Welcome to the *Tikanga Māori at Victoria* booklet. This text was compiled to help staff and other members of Victoria University of Wellington's community incorporate more tikanga Māori (Māori customs and protocols) into our university environment and culture.

While we have taken care to be as accurate as possible with the information contained in this booklet, it is only a starting point. There may be finer details or different protocols necessary for a range of Māori events and contexts not covered here. However, by engaging with the material in this booklet, you can be confident that you will be more prepared and informed to support Māori students, staff, events and activities on campus.

ACKNOWLEDGEMENTS

A number of people have contributed to the compilation of this booklet. In particular, we would like to thank Meremoana Potiki for her initial research, Te Ripowai Higgins for her insights and the team in Victoria's Communications and Marketing group for their work in editing, formatting and printing the booklets. Ngā mihi nunui ki a koutou.

WHY YOU SHOULD KNOW ABOUT TIKANGA MĀORI AT VICTORIA

There are many reasons for a booklet like this, from the cultural, to the political to the practical. Overall, however, the University's Vision Statement has affirmed that "Victoria will be imbued with distinctive qualities through its values and through the Treaty of Waitangi, mātauranga Māori and te reo Māori" (*Victoria University of Wellington Strategic Plan*, page 7).

The values referred to in that statement are *akoranga*, *whanaungatanga*, *whai mātauranga*, *kaitiakitanga*, *manaakitanga* and *rangatiratanga*. Each of these concepts requires an understanding and commitment to *tikanga Māori*.

Akoranga means teaching and place of learning. It is derived from the root word *ako*, which means both to teach and to learn, and recognises the reciprocal relationship of both processes.

Whanaungatanga is based on the root word *whānau* (extended family). It acknowledges the familial and close relationships and bonds that are formed through collective experiences that provide a sense of belonging.

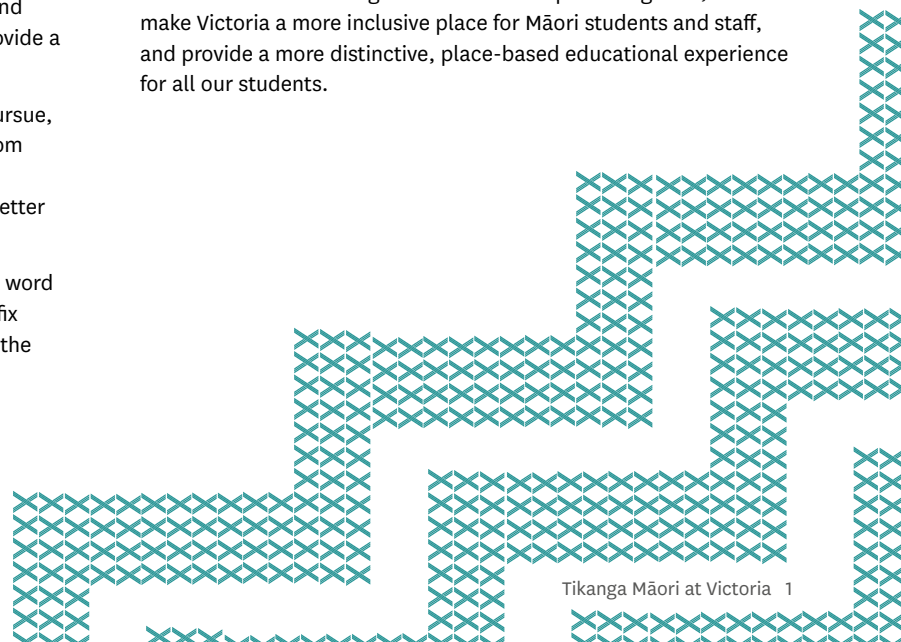
Whai mātauranga comprises two words—*whai*, meaning to pursue, search or aim at, and *mātauranga*, meaning knowledge, wisdom and understanding. Together, they express a commitment to investigating and exploring ideas in order to create new and better understandings of old knowledge.

Kaitiakitanga is commonly translated as guardianship. Its root word is *tiaki*, which means to guard, care for and conserve. The prefix *kai* indicates 'the person who does the action' and, therefore, the meaning of *kaitiaki* becomes guardian or trustee.

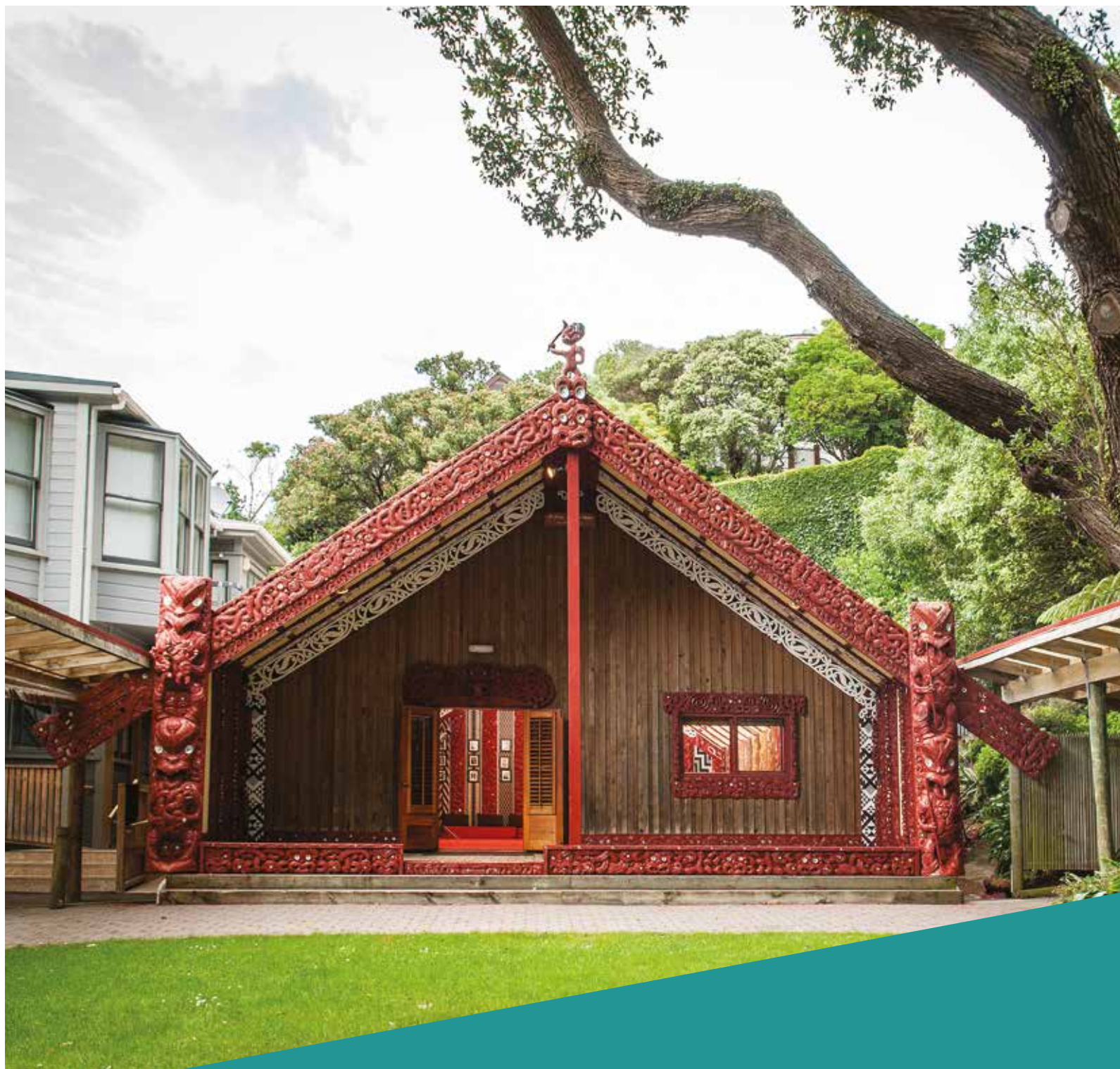
Manaakitanga conveys notions of hospitality, based on the compound word *manaaki*, which means to support and respect. It also encapsulates the root word *mana*, which translates as reputation, influence and authority. Thus, in Māori tradition, a person could enhance her or his *mana* by being generous and sharing with others.

Rangatiratanga is based on the root word *rangatira*, which means to be noble or chiefly. With the added 'tanga' suffix, it alludes to such English language concepts as sovereignty, autonomy and leadership.

By incorporating *tikanga Māori* into your academic practices, not only will you be helping to invoke each of these university values, but you will also be giving effect to Victoria's Treaty of Waitangi Statute (www.victoria.ac.nz/policy) along with many of our institution's other strategic documents and plans. Together, we can make Victoria a more inclusive place for Māori students and staff, and provide a more distinctive, place-based educational experience for all our students.



Tikanga Māori at Victoria 1



TE HERENGA WAKA MARAE

In 1980, Victoria established the first marae (Māori meeting house/ place) at a university. Te Herenga Waka marae was in a refurbished building on Kelburn Parade. A few years later, Professor Hirini Moko Mead, along with Dr Wiremu Parker and tohunga (cultural expert), Te Rangiāhuta Ruka Broughton, were instrumental in the construction of a newly carved meeting house, Te Tumu Herenga Waka, which was opened on 6 December 1986. Located next to the meeting house at 46 Kelburn Parade is the wharekai (dining room and kitchen) called Ngā Mokopuna.

Since that time, the marae complex has been well utilised for a range of Māori activities and events. Its primary purpose is to serve the learning and teaching needs of Victoria's students and staff. It is used for lectures, tutorials, noho marae (marae stay overs), assessments, orientations, meetings, wānanga (seminars and forums), conferences and debates. It is also used for a range of social and cultural gatherings such as kapa haka practices, student association gatherings, weddings, christenings and tangihanga (funerals). Highlights of the marae calendar are the hosting of Te Hui Whakapūmau, a Māori graduation celebration held in May, and a graduation ceremony held in December.

For more information about Te Herenga Waka marae or to contact marae staff, go to www.victoria.ac.nz/marae

FURTHER READING

Department of Māori Studies, 1986. *A Short History of Te Herenga Waka Marae: Te whakatuwheratanga o Te Tumu Herenga Waka*. Wellington: Victoria University of Wellington.



PŌHIRI

MĀORI RITUAL OF WELCOME

In traditional (pre-European) times, Māori developed a process to receive visitors that was designed to protect the hosts from attack and set an appropriate tone for the gathering. In contemporary times, the risk of confrontation has waned but Māori still take time to welcome guests formally and establish the purpose of their visit. This ritual, known as a pōhiri (or pōwhiri in some dialects), is routinely performed at the beginning of Māori events, meetings and celebrations. At Victoria, pōhiri are often held to welcome students and staff at the start of the academic year, to welcome new staff into senior leadership roles, to welcome international visitors, at the start of conferences held on campus and as part of graduation celebrations.

In the pōhiri, men and women have different, but complementary, roles. The pōhiri is performed outside, in front of the wharehau (meeting house) in the realm of the Māori atua (god) called Tūmataunga. The stages of the welcome are prescribed to ensure the physical and spiritual safety of the participants. Despite a number of tribal and regional variations, the basic flow of the pōhiri is as on the following pages.



PREPARATION FOR THE PŌHIRI

As the manuhiri (visitors) assemble at the entrance of the marae (Māori community space), they should gather their thoughts for the pōhiri ahead. The speaker and/or leader of the group may recite a waerea (incantation) to prepare and protect the group. The group should arrange themselves to walk on the marae together, with their female elders towards the front, the remaining women and children gathered behind them and the men flanking the group and bringing up the rear.

At Te Herenga Waka marae, all formal pōhiri procedures are conducted entirely in te reo Māori (the Māori language). After the Māori cultural formalities are over, however, visitors may be invited to give speeches in other languages.

KARANGA

The first voices heard as part of the pōhiri are usually those of Māori women. First, a woman from the tangata whenua (host group) will call words of welcome (karanga), in the Māori language, to the visiting group. In reply, a woman from the manuhiri will reply. They will continue in their exchange of calls as the visiting group, led by the kaikaranga (female caller), enters the grounds of the marae and makes their way to the paepae (visitor seating area).

Generally, the karanga will include an exchange of greetings between the groups, the paying of respects to people, connected to either group, who have recently passed away and an acknowledgement of the purpose of the gathering. The karanga exchange will continue until the manuhiri have arrived at their seating area.

At Te Herenga Waka marae, the front row of the paepae is reserved for the male speakers and other male leaders within the group. For their protection, women and children in the group must sit behind the front row.

WHAIKŌRERO

The next phase of the pōhiri is an exchange of whaikōrero (speeches), delivered by men in each group. Traditionally, these speeches greet the other group, emphasise their shared relationships and acknowledge the purpose of the gathering. The order in which these speeches are delivered depends on the kawa (sacred protocols) observed by the marae. The two different types of speech-making kawa are pāeke and tāuutuutu. Pāeke refers to an exchange where the tangata whenua speakers deliver their speeches first and then the manuhiri deliver theirs. In contrast, tāuutuutu refers to a speaking order where the two sides alternate their speakers, starting and ending with a speaker from the tangata whenua.

The kawa of Te Herenga Waka is pāeke. In pāeke, all speakers from the tangata whenua speak before the manuhiri during whaikōrero. The first speaker is seated closest to the house, and the speaking order continues away from the house until all speakers have finished. The order then crosses to the manuhiri side. Here, the order is reversed, with the first speaker seated furthestmost from the house, and the last speaker situated closest to the marae. Done in this way, the mauri (life force) of the ceremony begins with, and is restored, to the wharenuī at completion (Mead, 2003, page 16).

Whatever the kawa, holding the pōhiri outside means that it is in the realm of Tūmatauenga (the Māori god of war), speakers are welcome to use traditional Māori weapons and other adornments (such as tokotoko (walking sticks) and patu (clubs)) to enhance their oratory.

WAIATA

After each speaker, their group performs a waiata (song). This indicates the support of the group for the speaker and his speech. Different iwi (tribes) will often sing particular songs from their area. Groups should stand near their speaker to sing their waiata and then return to their seats as soon as it finishes.

KOHA

When the final speech from the manuhiri has finished, the speaker may place on the ground in front of him a koha (gift) for the hosts. In pre-European times, the koha would have been produce or treasures specific to the manuhiri. Today, the koha is more likely to be in the form of cash. Koha is a practical response to sharing the cost of coming together, so people should consider what they bring as their contribution. Usually, the costs of events at Te Herenga Waka marae that involve Victoria University staff and/or students are covered by the University but it would be appropriate to give koha on some occasions, such as tangihanga (funerals).

HONGI

The next stage is for the two groups to come together for the hongi. This involves the manuhiri lining up and, one-by-one, pressing their noses together with the tangata whenua to symbolise the unity of the group. Today, this usually includes a handshake and often a kiss on the cheek too.

It is usually appropriate for everyone in the visiting group to be involved in the hongi. However, there are a number of situations when this might not be appropriate:

- If a visiting group is really large and it would take too long to hongi everyone, the people nearest the speakers may be called forward to hongi on behalf of their group.
- If any of the visitors are sick, it is best for them to stay seated rather than pass on any illness.
- If it is against the cultural or religious beliefs of any of the visitors to be in such close proximity with another person, it is best for the specific members of the visiting group to remain in their seats during the hongi. No offence will be taken.

KAI

A shared kai (food) marks the final formal stage of the pōhiri. Māori believe that the participants in a pōhiri move into a heightened state of tapu (sacredness) and that this sacred state is removed by eating food. Food is not eaten inside the wharenui. Instead, the people move into the wharekai (dining room) next to the wharenui for the meal.

VARIATIONS AND ADDITIONAL ELEMENTS

There are other stages or variations that may occur as part of the pōhiri:

- For particularly auspicious pōhiri, a wero (challenge) may be performed. This involves one or more Māori males approaching the manuhiri at the beginning of the pōhiri with a taki (dart) or something similar. The idea is to test the visiting group to see if they come in peace, or not.
- Some iwi (tribes) conduct their pōhiri in a different order. For example, the Te Atiawa and Taranaki people will hongi with their visitors before the speeches begin. This links to the passive resistance movement that evolved in Parihaka, a Taranaki settlement, in the late 1800s, and acknowledges the philosophy of their charismatic leaders, Te Whiti o Rongomai and Tohu Kākahi.
- Some tribes have a tradition of women delivering whaikōrero as part of the pōhiri. However, when Te Herenga Waka marae's protocols were established, it was decided to emulate the more common practice of women performing the karanga and men performing the whaikōrero.

MIHI WHAKATAU

Sometimes, the manuhiri may be welcomed inside the wharenuī. This is generally called a mihi whakatau.

The rules of a mihi whakatau are slightly different from an outdoor pōhiri. For example, it begins with a karakia (prayer) to set the tone. Also, speakers are not allowed to use ceremonial weapons inside the house as it is considered to be the realm of Rongomātāne (the Māori god of peace). In addition, the places for the manuhiri and tangata whenua to sit are reversed from their outside locations.

Mihi whakatau can also be conducted in places other than a marae. For example, government departments, schools and community groups may decide it is more appropriate to host a mihi whakatau to welcome visitors.

At Te Herenga Waka marae, a mihi whakatau is sometimes held instead of a pōhiri. This means that the manuhiri sit inside, on the right-hand side of the wharenuī. The kawa of the marae is still followed though, and the formalities are still conducted in te reo Māori.

FURTHER READING

Higgins, R., & Moorfield, J., 2003. 'Ngā Tikanga o te Marae'. In Ka'ai, T., Reilly, M., Moorfield, J., & Moseley, S., *Ki te Whaiiao: Introduction to Māori society and culture*. Auckland: Pearson Longman, pp. 73–84.

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Tauroa, H., & Tauroa, P., 1986. *Te Marae: A guide to customs and protocol*. Auckland: Reed Methuen.



KARAKIA AND WAIATA

FURTHER READING

For lyrics and sound files of popular Māori songs, go to www.folksong.org.nz/waiata.html

For more about Māori spiritual beliefs, go to www.nzetc.victoria.ac.nz/tm/scholarly/tei-corpus-ElsdonBest.html

KARAKIA

There are many situations at Victoria where it may be appropriate to conduct a short karakia (prayer). A karakia can be said at the beginning or end of a meeting or gathering.

The karakia listed on the following pages are short, quite simple and suitable for most occasions.

This karakia was composed by Professor Rawinia Higgins and Dr Mike Ross. It can be used to start or close a meeting or event. It has no religious connotations so is suitable for any gathering.

Mauri oho	Awaken the spirit
Mauri tū	Engage the spirit
Mauri ora ki a tātou	The spirit of life amongst us
Haumi e, hui e, tāiki e!	Be united in purpose!

This is a more traditional karakia that calls on the elements to focus the people and ensure a successful gathering. It can be said at the beginning of an event or meeting.

Whakataka te hau ki te uru	Cease the winds from the west
Whakataka te hau ki te tonga	Cease the winds from the south
Kia mākinakina ki uta	Let the breeze blow over the land
Kia mātaratara ki tai	Let the breeze blow over the ocean
Kia hī ake ana te atakura	Let the red-tipped dawn come with a sharpened air
He tio, he huka, he hau hū	A touch of frost, a promise of a glorious day
Tīhei mauri ora!	Let there be life!

This is another traditional Māori karakia but it is said at the end of an event to draw the gathering to a close.

Unuhia, unuhia,	Draw on, draw on,
Unuhia ki te uru tapu nui	Draw on the supreme sacredness
Kia wātea, kia māmā te ngākau,	To clear, to free the heart,
te tinana, te wairua i te ara takatā	the body and the spirit of mankind
Koia rā e Rongo, whakairia ake ki runga	Rongo, high above us
Kia tina! Tina! Hui e! Tāiki e!	Draw together! Affirm!

It is common Māori practice to say karakia before eating meals. The following is a karakia for kai that draws on Christian tradition.

E te Atua	Lord God
Whakapainga ēnei kai	Bless this food
Hei oranga mō ō mātou tinana	For the goodness of our bodies
Whāngaia hoki ō mātou wairua	Feeding our spiritual needs
ki te taro o te ora	also with the bread of life
Ko Ihu Karaiti tō mātou Ariki	Jesus Christ, our Lord
Ake, ake, ake	Forever and ever
Amine	Amen

This karakia is another that can be used to bless food before eating. It is more traditional in style and has no Christian connotations.

Nau mai e ngā hua
o te wao
o te ngākina
o te wai tai
o te wai Māori
Nā Tāne
Nā Rongo
Nā Tangaroa
Nā Maru
Ko Ranginui e tū iho nei
Ko Papatūānuku e takoto nei
Tūturu whakamaua
Kia tina! Tina! Hui e! Tāiki e!

*Welcome the gifts of food
from the sacred forests
from the cultivated gardens
from the sea
from the fresh waters
The food of Tāne
of Rongo
of Tangaroa
of Maru
I acknowledge Ranginui who is above me
Papatuanuku who lies beneath me
Let this be my commitment to all!
Draw together! Affirm!*

WAIATA

There are many situations where it may be appropriate to perform a waiata (song). A waiata may be sung in support of a speaker or to create a sense of group unity.

These three waiata are short, simple and suitable for most occasions. Sound recordings of all three are available online.

Māku rā pea

Māku rā pea

I will perhaps

Māku rā pea

I will perhaps

Māku koe e awhi e

I will help you

Ki te ara, ara tupu

Upon the pathway, of progress

Māku koe e awhi e

I will indeed help you

E tū kahikatea—Nā Hirini Melbourne

E tū kahikatea

Stand like the kahikatea [tree]

Hei whakapae ururoa

To brave the storms

Awhi mai, awhi atu

Embrace and receive

Tātou, tātou e

We are one together

Mā wai ra—Nā Henare Te Owai

Mā wai ra

Who will stand

e taurima

to deliver

te marae i waho nei?

on the marae now?

Mā te tika

Let it be justice

Mā te pono

Let it be truth

me te aroha e

and let it be love

This waiata was composed by Te Rangīāhuta Ruka Broughton shortly before his passing in 1986, just a few months before Te Tumu Herenga Waka was opened. The waiata is about his ill health, which is said to have been the utu (sacrifice) for the building of the wharenuī. The waiata urges students and staff members who enter the wharenuī to uplift each other, to think critically and to engage in higher learning. This waiata is performed by the tangata whenua during most pōhiri at Te Herenga Waka marae. It is important to note that this waiata is sung only by the tangata whenua of the marae, and is not appropriate for anyone coming on to Te Herenga Waka as manuhiri.

A recording of this waiata is available from the Language Learning Centre at Victoria. Victoria staff, students or alumni who would like an electronic copy of the sound recording can email ako@vuw.ac.nz and it will be emailed.

Kāore taku raru—Nā Te Rangīāhuta Ruka Broughton

Kāore taku raru te āta mōhiotia
i ngā rau rangi nei.
Ko ngā ngaru kai waka
i te au a Tāne.
Pākia mai rā
e ngā pōtiki a Rakamamao
e hūhū rā he hiku taniwha pea ngē
kei te aukume,
kei te auna,
kei te aukaha
te tau a Whiro.
E tū e hine mā, e tama mā,
whakaarahia ake ngā poupou
o tō whare
o Te Herenga Waka
me tōna tāhuhu.
Ko te pātaka kai iringa hoki
o te kupu o te kōrero
a te kāhui kāhika
o ngā rā ki tua.
Kia toka ia nei
te paepae tapu
kei ngā waha kākā nui a Tāne,
kei ngā manu tioriori
pari karangaranga o Rongomaraeroa.
Pūkana whakarunga
Pūkana whakararo
Ko Poutūterangi tonu
kei ngā huihuinga a Matariki
hei rāhiri mai i te ngahue tangata
Ka huri au ki te whare
mōwai rokiroki hai!

*My sickness is unresolved
these many days past.
It afflicts me like the canoe-eating waves
raging against Tāne.
Slapped
by the winds of Rakamamao,
that swishes like the tail of the taniwha
and creates a whirlpool,
an ever-deepening whirlpool,
that gathers strength
and causes Whiro to sing.
Arise young men and women,
raise the posts
of your house
Te Herenga Waka
and its ridgepole.
The storehouse from which suspends the world and history
of the towering assemblage
of past times.
Make strong
the sacred benches
of the speakers of Tāne,
of the singing birds
that reverberate
on the marae.
Stare fiercely above,
stare fiercely downwards.
'Tis Poutūterangi
of the gathering of Matariki
that welcomes the multitudes.
Thus I turn to the house
of infinite calm!*



GENERAL TIKANGA TIPS

Generally speaking, tikanga are Māori customary practices or behaviour. The concept is derived from the Māori word tika, which means 'right' or 'correct', so, in Māori terms, to act in accordance with tikanga is to behave in a way that is culturally proper or appropriate. The relationship Māori have with the different atua (gods) is reflected in the customs and rituals that make up tikanga Māori (Ka'ai et. al., 2004, page 13).

The basic principles underpinning the tikanga noted below are common throughout New Zealand. However, different iwi, hapū (sub-tribes) and marae often have their own variations. These guidelines relate to practices endorsed by Te Kawa a Māui / School of Māori Studies and are modelled at the University's Te Herenga Waka marae. They can be reflected and upheld on any Victoria University premises and in other situations.

HEAD (MĀHUNGA)

Māori regard the head as the most tapu (sacred) part of a person (Mead, 2003) and you should avoid touching someone's head unless invited.

FOOD (KAI)

There are many Māori rituals and practices relating to food. In a teaching and learning context, it is common for Māori to share food as a means of welcoming people, removing tapu, celebrating and further building rapport. However, when dealing with food, ensure it is not passed over anyone's head and that it is kept well away from hats and pillows. Food is not to be brought into classes held in the whareniui.

TABLES (TĒPU)

Avoid sitting on tables, particularly any with food on them or tables that are likely to have food on them at some point.

BAGS (PĒKE)

Avoid placing bags on tables. Instead, place them on a chair or on the floor.

PILLOWS (PERA)

Linked with the idea that heads are tapu, anything that relates to heads, like pillows, should be treated carefully. Do not sit on pillows or cushions.

HATS (PŌTAE)

Similarly, hats need to be handled carefully. Do not place hats on tables and, if possible, avoid wearing a hat during karakia.

SPEAKING (KŌRERO)

In a Māori context, it is considered rude for a person to enter and cross a room, or speak, while someone is addressing an audience. To avoid offence, either wait quietly by the door until a break in the dialogue or, when that is not appropriate, enter as discreetly as possible. Try to avoid walking directly in front of the speaker and, if you cannot avoid this, crouch down as you pass as a sign of respect.

FURTHER READING

Barlow, C., 1991. *Tikanga Whakaaro: Key concepts in Māori culture*. Auckland: Oxford University Press.

Mead, H.M., 2003. *Tikanga Māori: Living by Māori values*. Wellington: Huia Publishers.



TIKANGA AND RESEARCH

Increasingly in New Zealand, research activities and funding applications are expected to include a Māori dimension. If you are engaging in research, in whatever field or topic, it may help you to be aware of the following tikanga.

ETHICS

Any research conducted by Victoria's staff and students that involves human participants or human tissue or affects people's privacy, rights and freedoms, is subject to the Human Ethics Policy. The Human Ethics application process requires applicants to consider the following question: How does your research conform to the University's Treaty of Waitangi Statute? This question requires a full and thoughtful response. The Human Ethics Committee is not usually swayed by statements that the Treaty of Waitangi is 'not applicable' or 'not relevant' to the research project. In fact, the provision of such a response is likely to slow down the approval process of an application.

The Human Ethics application form also asks if you are specifically recruiting from particular groups. If you select 'Māori' from the list of options, you will need to explain the consultation you have undertaken with Māori. This can be challenging for researchers who have not formed research relationships with Māori groups before submitting their application. Researchers are strongly encouraged to engage with Māori groups as early as possible to establish relationships (and achieve the required ethical approval).

For further help in developing relationships with Māori people and groups, or for conducting Māori-related research, contact the Office of the Deputy Vice-Chancellor (Māori).

For more information about the Human Ethics application process, go to www.victoria.ac.nz/human-ethics

VISION MĀTAURANGA

Vision Mātauranga is a government policy designed to encourage research that draws on Māori knowledge, resources and people.

Since 2010, the goals of Vision Mātauranga have been integrated across all of the Ministry of Business, Innovation and Employment (MBIE) investment-priority areas. This means that in order to, for example, apply to the Endeavour Fund, you will need to demonstrate how your research will give effect to Vision Mātauranga. The Vision Mātauranga framework is even applied beyond MBIE. For example, the Marsden Fund, which is administered by the Royal Society of New Zealand, also requires applicants to consider the Vision Mātauranga policy in the development of their proposals.

For more information about Māori research at Victoria, go to www.victoria.ac.nz/maori-research

FURTHER READING

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Ministry of Research Science and Technology, 2007. *Vision Mātauranga*. Available at www.mbie.govt.nz/info-services/science-innovation/pdf-library/vm-booklet.pdf

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TIKANGA AND TEACHING

There are many ways to incorporate tikanga Māori into the classroom. The key to the effective use of Māori content is the way that the content is delivered. We know from ample research that the demeanour and enthusiasm of the lecturer affects the way students engage with a course. Similarly, it stands to reason that the way lecturers and tutors approach the delivery of Māori course content will impact on how positively the students receive it.

If you are new to teaching with, or about, Māori cultural practices, you could start by inviting a Māori guest lecturer into your course, or co-teaching with them. Another useful way to introduce Māori ideas is by engaging in comparative analysis, either in a lecture, tutorial or an assignment.

Another example is to model the concept of manaakitanga (hospitality). You could do this not just as a topic of study but as a means to acknowledge the contribution of others; for example, in the way that guest lecturers are greeted and thanked by the class or how you demonstrate your gratitude for student contributions.

Other tikanga Māori that you could model or advocate in your courses include such things as sharing kai, not sitting on tables, having mihi mihi (introductions) at the beginning of the course and ending the course with a poroporoaki (an opportunity for students to farewell and thank each other).



MĀORI REPRESENTATION AND SUPPORT

There are a number of Māori entities at Victoria as well as support for people interested in developing their Māori cultural competence.

OFFICE OF THE DEPUTY VICE-CHANCELLOR (MĀORI)

The Office of the Deputy Vice-Chancellor (Māori) is responsible for leadership and oversight of all things Māori at Victoria. It is led by Professor Rawinia Higgins (Ngāi Tūhoe), who was appointed to the role of Te Tumu Ahurei / Deputy Vice-Chancellor (Māori) in July 2016. Professor Higgins is ably backed by an administrative team that provides her with policy, strategy, liaison and operational support.

A key priority of the Office is the realisation of its strategic outcomes framework, *Mai i te Iho ki te Pae* (go to www.victoria.ac.nz/outcomes-framework). This document aims to more effectively link Victoria's Māori-related activities with our Māori-related outcomes. Every staff member at Victoria is encouraged to engage with this document and contribute to the fulfilment of its goals.

TOIHUAREWA

Toihuarewa is a subcommittee of the Academic Board and a vehicle for Māori academic issues at Victoria. Toihuarewa is also a tangible form of the University's commitment to the Treaty of Waitangi. The Deputy Vice-Chancellor (Māori) is the convener of Toihuarewa.

Toihuarewa members provide Māori representation on a number of university committees, including the:

- Academic Board
- Academic Committee
- Equity and Diversity Committee
- Faculty of Graduate Research
- Human Ethics Committee
- Learning and Teaching Committee / Te Maruako
- Research Evaluation Committee
- Student Experience Committee
- University Research Committee.

In addition, Toihuarewa members are regular participants in university reviews, academic audits, faculty committees, school committees and programme committees.

Toihuarewa meets monthly. To be part of a Toihuarewa meeting, for example, to discuss a Māori-related project or issue, contact the Office of the Deputy Vice-Chancellor (Māori).

To talk to a Toihuarewa representative about learning and teaching or research matters, contact the Assistant Vice-Chancellor (Mātauranga Māori) via ako@vuw.ac.nz or the Office of the Deputy Vice-Chancellor (Māori) at tumu.ahurei@vuw.ac.nz

TE HAUHIKU

Te Hauhiku is the representative body for Māori professional staff at Victoria. The group has evolved somewhat organically; however, its purpose is to support Māori professional staff and engage with issues that relate to Māori professional staff activities.

Te Hauhiku meets monthly. To be part of a Te Hauhiku meeting, for example, to discuss a Māori professional staff-related project or issue, contact the Office of the Deputy Vice-Chancellor (Māori).

TE HĀPAI PROGRAMME

Te Hāpai is a staff development programme designed to increase the understanding, and use of, Māori culture, language and the Treaty of Waitangi within the University.

The courses are coordinated by Victoria's Human Resources team, with the support of the Office of the Deputy Vice-Chancellor (Māori). Courses include an introduction to te reo Māori, an introduction to tikanga Māori and an introduction to the Treaty of Waitangi. All three courses are designed specifically for the Victoria context and include discussion and experiential learning.

To find out more about the programme and to enrol, go to www.victoria.ac.nz/te-hapai

FEEDBACK ON COURSE OR QUALIFICATION PROPOSALS

At Victoria, most proposals for new or amended courses or qualifications require a statement about how they will demonstrate the University's commitment to the principles of the Treaty of Waitangi. It is an opportunity to reflect on how well the course or qualification can create meaningful outcomes for Māori students. Proposers should refer to the *Māori Strategic Outcomes Framework / Mai i te Iho ki te Pae* (www.victoria.ac.nz/outcomes-framework) and indicate how the proposal will align with the Framework. For example, how will Māori concepts and examples be taught? Are Māori staff likely to be involved in an advisory, teaching or research capacity, and if so, who will they be? What opportunities are there for Māori research associated with the proposal?

For advice on incorporating Māori research, tikanga, perspectives and examples into courses and programmes and to find out about the *Māori Strategic Outcomes Framework / Mai i te Iho ki te Pae*, contact the Office of the Deputy Vice-Chancellor (Māori) or email ako@vuw.ac.nz or tumu.ahurei@vuw.ac.nz

FREQUENTLY ASKED QUESTIONS

This booklet is a basic introduction to tikanga Māori at Victoria, so will not address every question readers may have. Below are a few common and/or important questions that are often asked and have not been addressed earlier in this booklet.

Q When can I come to a marae?

A The first time you visit a marae you should be welcomed at a pōhiri. When this is over, you are considered part of the marae community and you can generally return to the marae at your leisure.

At Victoria University of Wellington, we host a mass pōhiri at the start of each year to welcome new students and staff. This means that, even if you did not attend the pōhiri in person, you were symbolically welcomed and so you are able to attend classes and other events at the marae without the need for another pōhiri.

Q Why are the women seated behind the men at the pōhiri?

A When a man conducts his whaikōrero on the marae ātea (the outside area in front of the marae) he is entering into the spiritual realm of Tūmataunga. As women are revered in Māori society for their ability to give life, Māori are conscious not to expose women to threats that might be made on the marae and may affect subsequent generations (Ka'ai et al., 2004).

Q I am not cisgendered, so where should I sit during the pōhiri?

A The overall point of the pōhiri at Te Herenga Waka marae is to welcome people so that they can become part of the community and have a positive and successful learning experience. The practice at Te Herenga Waka marae is for people to participate in the pōhiri in a way that is appropriate for their personal identity, without overtly transgressing the kawa of the marae. So, for example, a person who was born a biological male but who identifies as female can sit with the women during the pōhiri. Similarly, a person who was born a biological female but who identifies as male can sit with the men.

Q Why do we take off our shoes before entering the wharenui?

A The wharenui is considered to symbolically represent a Māori ancestor. It is a mark of respect for people to remove their shoes before entering the metaphorical body of the tipuna (ancestor). Others believe that dust and dirt from the marae ātea being the realm of Tūmataunga, should not be brought inside the wharenui. Whatever the case, you should assume that you will need to remove your shoes when visiting a marae.

Q Can I eat food in the wharenui?

A Generally speaking, food cannot be consumed inside the wharenui at Te Herenga Waka marae. The only exceptions are water, which can be drunk to avoid dehydration, and medicine, which can be taken as required.

Q What is said in the whaikōrero?

A The structure of a whaikōrero is determined by the speaker but generally follows a set format:

- Whakaaraara
Tauparapara/tau
Mihi ki te marae and whare tipuna
Mihi mate
Mihi ora
Take
- Mōteatea, waiata and /or haka
- Forms of karakia
- Acknowledging the marae
Acknowledging ancestors
Acknowledging the living
Acknowledging the purpose of the meeting/pōhiri
Singing a traditional chant or waiata

REFERENCES

Ka'ai, T.M., Moorfield, J. C, Reilly, M.P.J., & Mosley, S. (Eds.), 2004. *Ki te Whaiao: An introduction to Māori culture and society*. Auckland: Pearson Education New Zealand Limited.

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Capital thinking. Globally minded.

Te Tiriti o Waitangi Statute

1. Purpose

The purpose of this Statute is to outline the principles adopted by Te Rūnanga—the University Council to enact the University’s obligations that derive from section 281(1)(b) of the Education and Training Act 2020.

As a University, we embrace Te Tiriti o Waitangi as one of our distinctive qualities.¹

The principles articulated in this Statute enable Te Herenga Waka—Victoria University of Wellington (the University) to realise opportunities under Te Tiriti o Waitangi to further advance the University and contribute to the betterment of New Zealand society.

2. Application of Statute

This Statute applies to staff members, students, and Council members of the University.

Statute Content

3. Principles

3.1 The following principles have been drawn from Te Tiriti o Waitangi, New Zealand case law, Waitangi Tribunal reports, Crown policy documents, the University’s governance documents, and mātauranga Māori.

- (a) The principle of Kāwanatanga stems from Article One of Te Tiriti o Waitangi, which used Kāwanatanga to mean governance. In the context of the University, this means that the Council has an obligation to provide good governance for the University as a whole and to act reasonably and in good faith, including with its Māori staff, students and stakeholders.
- (b) The principle of Rangatiratanga recognises Māori autonomy and self-determination, as guaranteed in Article Two of Te Tiriti o Waitangi. In the context of the University, it means encouraging senior Māori leadership roles and entities, spaces, and events where tikanga Māori prevails, and engagement with and rights over te reo and mātauranga Māori.
- (c) The principle of Options (Kōwhiringa) acknowledges Māori rights to pursue their own personal direction, whether that be in accordance with tikanga Māori or not. In the context of the University, this means that Māori staff and students have a choice about whether or not to access Māori specific processes, services, or support within the University environment.
- (d) The principle of Partnership (Mahi tahi) requires Māori and the Crown to work together for mutually beneficial outcomes. In the context of the University, this Principle underpins the integrity of the relationships formed between the University and its Māori stakeholders, including mana whenua.

¹ Te Tiriti o Waitangi was signed in Wellington on 29 April 1840 by chiefs from Te Āti Awa, Taranaki whānui and some representatives from Ngāti Toa Rangatira. On 14 May 1840 on Kāpiti Island, Tāmihana Te Rauparaha, Te Rangitopeora and Mātene Te Whiwhi signed Te Tiriti o Waitangi - this is considered the primary signing for Ngāti Toa Rangatira.

- (e) The principle of Kaitiakitanga (Protection) ensures Māori rights and interests are actively protected through honourable conduct, fair processes, robust consultation, and good decision-making. In the context of the University, this means actively protecting Māori student, staff and stakeholder rights and interests in relation to University activities.
- (f) The principle of Participation (Whai wāhi) ensures that Māori are fully involved in all parts of New Zealand society. In the context of the University, it requires the University to ensure Māori representation in key decision-making bodies and the involvement of Māori across all parts of the University.
- (g) The principle of Equality (Rite tahi) focuses on providing an environment that supports equitable Māori outcomes. In the context of the University, it means actively working towards achieving equitable outcomes for Māori students and staff.
- (h) The principle of Redress (Whakaoranga) provides for the effective resolution of Māori grievances. In the context of the University, this means actively addressing any inequities for Māori across the institution.

4. Review

- 4.1. This Statute will be regularly reviewed under the oversight of the Council's Te Aka Matua Committee in accordance with the University's Policy Framework.

Related Documents and Information

5. Related Documents

[Education and Training Act 2020](#)
[Treaty of Waitangi Act 1975](#)

6. Document Management and Control

Essential Record

Approver	Te Rūnanga–Council
Approval Date	4 May 2026
Effective Date	4 May 2026
Next Review Date	4 May 2029
Policy Sponsor	Tumu Ahurei–Deputy Vice-Chancellor Māori and Kaitiakitanga
Policy Owner	Assistant Vice-Chancellor (Mātauranga Māori)

Modification History

Date	Approval Agency	Details
4 May 2026	Te Rūnanga–Council	Full review
11 February 2019	Te Rūnanga–Council	New Statute

Standing Orders of Council

Introduction

These Standing Orders set out rules for meetings of Council and its committees. They incorporate and extend the rules set out in Schedule 11 sections 15 and 16 of the Education and Training Act 2020. They also incorporate key requirements of Part 7 of the Local Government Official Information and Meetings Act 1987 which apply to Council and its committees.

Interpretation

The Chancellor (or other member presiding) is responsible for ruling on any question about the interpretation or application of these Standing Orders and for deciding cases not otherwise covered.

Definitions

In these Standing Orders:

Chancellor means the Chairperson of Council

Council means the Council of the University

EA means the Education and Training Act 2020

LGOIMA means the Local Government Official Information and Meetings Act 1987

member presiding means the Chancellor, Pro-Chancellor or whoever is presiding at a meeting

Pro-Chancellor means the Deputy Chairperson of Council

Secretary means the Secretary to Council

University means Victoria University of Wellington

Vice-Chancellor means the Chief Executive of the University

Meetings

1. Ordinary meetings of Council will be held at such places and times as the Chancellor determines are necessary for the efficient performance of the functions of Council (EA Schedule 11 sections 15(1) and (2)).
2. The Chancellor may at any time of his/her own motion call a special meeting of Council.
3. If requested by written notice by at least three members of Council, the Chancellor must convene a special meeting (EA Schedule 11 section 16(3)).
4. If there is no Chancellor, or for any reason the Chancellor is not available, the Pro-Chancellor has the powers and duties of the Chancellor under orders 1, 2 and 3 (EA Schedule 11 section 16(4)).

Quorum

5. No business may be transacted at a Council meeting unless a majority of Council members are present (EA Schedule 11 section 16(7)). Business can be progressed by email between meetings but must be ratified at the next Council meeting.

Notice of meeting

6. Notice of every Council meeting must be sent to each member at a contact address they have provided (which may be an email address). The notice must be sent at least five or, in the case of email or other electronic format, three calendar days before the date of the meeting and must specify the business to be transacted.

7. If the Chancellor or a majority of Council believes that an urgent meeting is required, he or she or they may call a meeting on such period of notice as he or she determines (which may, in cases of emergency, be less than 24 hours). Notice of an urgent meeting may be given or sent by any form of communication (including telephone or email) to contact details held for the relevant Council member. In the absence or unavailability of the Chancellor, the Pro-Chancellor may exercise the Chancellor's powers under this clause.
8. Failure to send or receive a notice of meeting does not invalidate proceedings at that meeting.

Chancellor and Pro-Chancellor

9. The Council must elect one of its members to be the Chancellor, and another of its members to be the Pro-Chancellor (EA Schedule 11 section 15(1)). The election must be for a stated period, not exceeding the elected member's unexpired term of office as a member of Council (EA Schedule 11 section 15(3)).
10. A member of Council who is the Vice-Chancellor, a member of staff or a student enrolled at the University is not eligible for election as the Chancellor or Pro-Chancellor (EA Schedule 11 section 15(4)).
11. The Chancellor and Pro-Chancellor hold office for the period for which they are elected, but are eligible for re-election (EA Schedule 11 section 15(5)). If the term of office of the Chancellor or Pro-Chancellor expires before a successor is elected, he or she continues in office until a successor is elected (EA Schedule 11 section 15(6)).
12. The election process will be supervised by the Secretary, who will provide formal notice of the date of the election, receive nominations and, if there are two or more nominations for one office, conduct a secret ballot.
13. The Chancellor will preside at every Council meeting at which he or she is present (EA Schedule 11 section 16(8)).
14. If the Chancellor is not present at a Council meeting but the Pro-Chancellor is present, the Pro-Chancellor will preside (EA Schedule 11 section 16(9)).
15. If neither the Chancellor nor the Pro-Chancellor is present at a meeting, the members present will appoint one of their number to preside (EA Schedule 11 section 16(10)).
16. At any time during the meeting the member presiding may request any member present to take the chair temporarily as acting member presiding.

Attendance

17. A meeting of Council may be held either:
 - a) by a number of members who constitute a quorum being assembled together at the place, date, and time appointed for the meeting; or
 - b) where approved by the Chancellor (or Pro-Chancellor in the Chancellor's absence) by means of audio, or audio and visual, communication by which all members participating and constituting a quorum can simultaneously hear each other throughout the meeting.

Conflicts of interest

18. A member of Council who has an interest in a matter being considered or about to be considered, must, as soon as possible after the relevant facts have come to the member's knowledge, disclose the nature of the interest at a meeting of Council (EA Schedule 11 section 8(1)).
19. A disclosure under order 18 must be recorded in the minutes of the meeting and the member must not, unless Council decides otherwise:
 - (a) be present during any deliberation with respect to that matter; or
 - (b) take part in any decision with respect to that matter (EA Schedule 11 section 8(2)).

20. For the purposes of orders 18 and 19, a person has an interest in a matter if, and only if, the matter relates to the conditions of service of the person as Vice-Chancellor or a member of the staff of the University or the person has any other direct or indirect pecuniary interest in the matter (EA Schedule 11 section 8(3)).
21. The University's Conflict of Interest Statute (and any associated procedures) will apply to the identification, disclosure and management of a conflict of interest of a Council member to the extent consistent with these Standing Orders.

Voting

22. Every question before Council at a meeting will be decided by a majority of the votes cast on it by the members present (EA Schedule 11 section 16(11)).
23. At any meeting of Council the member presiding has a deliberative vote on every question and, on any question where the deliberative votes for and against are equal, also has a casting vote (EA Schedule 11 section 16(12)).
24. Voting will be by voices and the member presiding will declare the result of the voting. Unless a show of hands or secret ballot is called for, his/her declaration of the result will be final.
25. At any time before the member presiding declares the result of a vote, any member may request voting to be by show of hands or secret ballot.
 - (a) If a show of hands is requested, the member presiding will call for a show of hands and will declare the result.
 - (b) If a secret ballot is requested, the Secretary will conduct a secret ballot and will declare the result.
26. When a question is decided by a show of hands, any member may request each member's vote be recorded in the minutes. Unless any three members object, the Secretary will ensure they are recorded.
27. A member who has voted against a resolution, or has abstained from voting, may request that this fact be recorded in the minutes and, if requested, the Secretary must ensure it is recorded.

Business

28. The Chancellor, in conjunction with the Vice-Chancellor and Secretary, will decide the agenda for each Council meeting.
29. Matters put forward to Council should be appropriate for Council to consider in accordance with its statutory role.
30. Members of the University community or other persons who wish to put forward items for inclusion on the agenda of a Council meeting must notify the Secretary in writing at least two weeks prior to the meeting of Council. The decision on whether or not to include such items on the agenda will be made in accordance with order 28, having regard to order 29.
31. An item of business that is not on the agenda for a meeting of Council may be discussed at the meeting if it is a minor matter relating to the general business of Council. The member presiding must explain at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed. No resolution, decision or recommendation may be made in respect of such an item except to refer it to a subsequent meeting for further discussion (LGOIMA section 46A(7A)).
32. An item of business that is not on the agenda for a meeting of Council may be dealt with at the meeting if Council so resolves. The member presiding must explain at the meeting, at a time when it is open to the public, the reason why the item is not on the agenda and why discussion of the item cannot be delayed until a subsequent meeting (LGOIMA section 46A(7)).
33. At any special meeting of Council no business may be transacted other than the business specified in the notice of the meeting and reasonably incidental matters.

Procedures

34. The member presiding will have general control over the procedure to be followed at a meeting, and power to make binding rulings on the procedure to be followed.
35. Without limiting order 34, the member presiding may in his/her discretion at any stage of the meeting:
 - (a) impose speaking time limits on each member speaking on a matter; or
 - (b) rule that no member may speak more than once on a matter.

Admission of media and public

36. Media representatives and other members of the public may be admitted to Council meetings in accordance with the provisions of the Local Government Official Information and Meetings Act 1987 and may also be excluded from Council meetings in accordance with the provisions of that Act (LGOIMA sections 48 and 50).
37. A person who is not a Council member may be invited to speak at a Council meeting at the discretion of the member presiding.

Committees and delegation of powers

38. The Council may establish boards or other bodies within the University to give advice to Council (EA section 283(2)(j)).
39. The Council may appoint committees consisting of such persons, whether or not members of Council, as Council determines to exercise delegated powers under EA section 285 and 286 and such powers as are conferred on them by statutes made by Council. The Council may alter, discharge and reconstitute committees so appointed (EA section 238(4)).
40. The quorum of a board, advisory body or committee to which Council has delegated power will be a majority of the members unless the Terms of Reference for that board, advisory body or committee state otherwise.
41. The chairs of Council committees will be appointed annually by Council, on the recommendation of the Chancellor. This does not apply to the Academic Board or where otherwise provided in University statutes or law.
42. Boards, advisory bodies and committees of Council must operate under terms of reference approved by Council and in accordance with these Standing Orders, which will apply to them with all necessary changes. In the event of conflict between any terms of reference and these Standing Orders, the terms of reference will prevail, unless the Standing Orders reflect legal requirements.

Minutes

43. Accurate minutes must be kept of the proceedings of meetings of Council, and of any board, advisory body or committee. Minutes will be reasonably promptly circulated following the meeting to all members of the Council or relevant Committee. The next appropriate meeting will formally approve the minutes when they have been accepted as a true and correct record of proceedings.

Alteration of Standing Orders

44. Except where these Standing Orders embody statutory provisions, they may be amended by ordinary resolution passed at any meeting of Council. Notice of intention to propose an alteration of Standing Orders and of the terms of the proposed alteration must be included in the relevant notice of the meeting.

Suspension of Standing Orders

45. Standing Orders may be suspended, with the unanimous consent of the meeting, in regard to any item of business. The suspension will not apply to Standing Orders which reflect legal requirements.

Review of Standing Orders

46. Standing Orders will be reviewed on an annual basis.

Code of Conduct

Council of Victoria University of Wellington

Purpose of the Code

This Code sets out expected standards of conduct for Council members. It should be read in conjunction with applicable legislative requirements.

Code of Conduct for Council Members

When acting as a Council member in any circumstance, Council members must:

1. behave in a way that reflects and upholds the values of Victoria University as contained in the Strategic Plan;
2. comply with the individual duties in Schedule 11 section 10 of the Education and Training Act 2020 (set out below);
3. accept and support all Council decisions once made. Council operates under the principle of collective responsibility;
4. accept and, together with other Council members, ensure that Council can undertake its statutory responsibilities, duties and functions;
5. uphold the principles of being a good employer;
6. avoid, to the extent possible, any conflicts of interest. Where an interest in a matter being considered or about to be considered by Council arises, promptly disclose that interest in accordance with the Standing Orders;
7. not direct the actions of or raise concerns with individual members of University staff unless authorised to do so by the Chancellor or Vice-Chancellor.
8. not act as spokesperson for, or make any public comment on behalf of, Council or the University unless specifically authorised to do so by the Chancellor (in consultation with the Vice-Chancellor, where appropriate); and
9. be familiar with the operations of the University and the environment in which it operates.

Breach of Duties or the Code

A breach of any of the individual duties in Schedule 11 section 10 of the Education and Training Act 2020, or this Code of Conduct, may result in removal from office under sections 12 and 13 of the Act.

Schedule 11

10 Individual duties of council members

(1) A council member, when acting as a council member in any circumstances,—

(a) must—

- (i) act with honesty and integrity; and
- (ii) act in the interests of the institution as a whole; and
- (iii) act in a manner that promotes the performance of the functions characteristic of an institution of the kind to which the member belongs, and the duties of the council; and
- (iv) act in good faith, and not pursue the member's own interests at the expense of the council's interests; and

(b) must exercise the care, diligence, and skill that a reasonable person would exercise in the same circumstances, taking into account—

- (i) the nature of the institution; and
- (ii) the nature of the action; and
- (iii) the position of the person as a council member, and the nature of the responsibilities undertaken by the council member; and

(c) may not disclose any information to which subclause (3) applies to any person, or make use of, or act on, that information, except—

- (i) in the performance of the council's functions; or
- (ii) as required or permitted by law; or
- (iii) if the member has earlier been authorised to do so by the council; or
- (iv) if disclosing, making use of, or acting on it does not, or is unlikely to, prejudice the council or the institution; or
- (v) in complying with requirements for members to disclose interests.

(2) The fact that a council member was appointed by the council in accordance with a statute providing for the appointment of a member (or 2 or more members) to represent the interests of a stated institution or of people or institutions of a stated description does not limit or affect the council member's duty under subclause (1)(a)(ii) to act in the interests of the institution as a whole.

(3) This subclause applies to information that—

- (a) a council member has in their capacity as a council member; and
- (b) would not otherwise be available to the member.

(4) This clause does not apply to a member of [Te Pūkenga—New Zealand Institute of Skills and Technology's] council.

Audit and Risk Committee

Terms of Reference

1 Introduction

The Audit and Risk Committee is a committee of Council. It operates within the relevant provisions of the Education and Training Act 2020, the Local Government Official Information and Meetings Act 1987, and Standing Orders of Council. The Committee's scope encompasses the University and its subsidiaries and controlled entities.

2 Purpose

The purpose of the Committee is to assist Council to discharge its governance responsibilities in relation to financial planning, capital management and financial performance, and oversight of strategic and operational risk management, internal and external audit, statutory financial reporting, and legislative compliance.

3 Membership

3.1 Unless Council decides otherwise the membership of the Committee will be as follows:

- (a) The Chancellor and the Pro-Chancellor;
- (b) Up to five other members of Council on the recommendation of the Chancellor;
- (c) All Council members can attend Committee meetings.

3.2 Council will, each year on the recommendation of the Chancellor, appoint a Committee Chair from among the members of the Committee. The Chancellor, Vice-Chancellor and any staff or student members of the Committee will not be eligible for appointment as Committee Chair.

4 Meetings

4.1 The Committee will meet at least four times a year as determined by the Chair or as otherwise requested by Council.

4.2 A quorum at meetings of the Committee will be three Members, one of whom must be the Chancellor, Pro Chancellor or Committee Chair.

4.3 Meetings will be chaired by the Chair, or in their absence by another member of the Committee as decided by the members of the Committee present at the meeting.

4.4 The Committee may have in attendance any other people it considers necessary to provide appropriate information and explanations.

4.5 The Committee Chair will appoint a Secretary to the Committee in conjunction with the Secretary to Council to ensure minutes of all meetings are kept.

4.6 The Standing Orders of Council will apply to any meetings of the Committee except to the extent inconsistent with these Terms of Reference.

5 Information and reporting

- 5.1 The Committee will maintain direct lines of communication with the Vice-Chancellor, the Director, Governance, Risk & Assurance (who oversees the work of the internal auditors), the General Counsel and the external auditors.
- 5.2 The Director, Governance, Risk & Assurance, the internal and external auditors are encouraged to meet with the Chair of the Committee independent of university management.
- 5.3 Auditors' only time is reserved at the end of each meeting of the Audit and Risk Committee to provide the opportunity for the Auditors to share any pertinent information as required and for the Audit and Risk Committee to ask any relevant questions of the Auditors in this private session. Auditors in attendance will be the External Audit Partner, the Director, Governance, Risk and Assurance as the functional leader of the internal audit service provider and the internal audit service provider, as required.
- 5.4 The Committee may receive advice from external parties who have relevant expertise and experience.
- 5.5 In addition to provision of scheduled information and reports, the Vice-Chancellor, COO, and CFO are responsible for drawing to the Committee's attention any material matter that appears likely to create a significant risk for the University in relation to finance, audit and risk matters.
- 5.6 After each meeting of the Committee the Chair will report the Committee's findings, conclusions and recommendations to Council.
- 5.7 The confirmed minutes of all Committee meetings will be circulated to members of Council, the Vice-Chancellor, CFO, COO, General Counsel, the Director, Governance, Risk & Assurance, the external auditors and to any other people as Council and the Vice-Chancellor direct after notifying the Committee Chair.

6 Responsibilities

The responsibilities of the Committee are as follows:

Audit, Risk, and Assurance

- (a) liaise with the internal and external auditors and act as an independent reporting channel for any matters of concern
- (b) review the annual external audit plan with the external auditors
- (c) review the annual report, including financial statements, and related audit findings
- (d) clear the public release of the Annual Report
- (e) review accounting policies as necessary
- (f) oversee compliance of statutory responsibilities relating to financial and other requirements
- (g) review the appointment of external auditors and their fees, including any non-audit services and fees, and make appropriate recommendation to Council recognising the OAG determines the auditor and influences the level of fees
- (h) review frequency and significance of transactions between the University and related parties
- (i) review the internal auditors and their activities
- (j) approve the annual internal audit plan

- (k) ensure recommendations highlighted in internal audit reports are actioned by management or otherwise justified and explained where there is a conscious management decision not to implement a recommendation.
- (l) monitor strategic risk assessments and ensure a process exists for management overseeing operational risks and related internal controls
- (m) recommend the Council approve the risk appetite statement agreed between the Committee and management
- (n) monitoring the adequacy of the University's insurance programme and making appropriate recommendations to Council
- (o) oversee the annual legislative compliance programme and recommend as appropriate to Council
- (p) supervise special investigations as requested by the Council
- (q) any other duties and responsibilities which have been assigned to the committee from time to time by the Council

Financial planning

- (r) Long term financial and capital plans to support the Strategic Plan.
- (s) The business plan, budget and statutory Investment Plan.
- (t) Business cases for major investments.

Capital management

- (u) Treasury policy
- (v) Funding strategy
- (w) New funding facilities and/or transactions outside the Vice-Chancellor's delegated authority

Financial performance

- (x) Periodic review of business performance¹ versus approved business plan
- (y) Review of quarterly Treasury report

7 Authority

- 7.1 The Committee has no authority independent of the functions delegated to it by Council in these terms of reference. The Committee will make recommendations to the Council on all matters requiring a decision. The Committee does not have the authority or power to make a decision in the Council's name or on its behalf.
- 7.2 The Committee, through the Chair, is authorised by Council to investigate any activity within its terms of reference. All staff members will be directed to cooperate with any reasonable request.
- 7.3 The Committee, through the Chair, is authorised by Council to obtain outside legal or other independent professional advice and to arrange for the attendance of outside parties with relevant experience and expertise at meetings. The Director, Governance, Risk and Assurance and General Counsel will be consulted before obtaining outside professional and legal advice. These services will be funded from the Council cost centre. If the resulting expenditure will exceed

¹ Includes performance versus budget

the approved budget, then the Committee will need to consult with Council and obtain its approval, generally at the next Council meeting.

- 7.4 Nothing in these terms of reference limits the responsibility and authority of the Vice-Chancellor to commission internal audits and reviews to be undertaken at any time. The Committee will be consulted or informed of any such audits as appropriate.

8 Review

The Committee will undertake a periodic self-review of its responsibilities and objectives, and of its charter and report to Council on that review.

9 Delegation by Council

In accordance with sections 285(1) and 286(1) of the Education and Training Act 2020, Council delegates to the Audit and Risk Committee all functions and powers necessary to discharge its responsibilities in accordance with these terms of reference.

Signed:



Professor Nic Smith, Vice Chancellor

Date: 24 March 2026

Signed:



Alan Judge, Chancellor

Date: 24 March 2026

Terms of Reference review

23 March 2027 by Council



Te Aka Matua Kōmiti – Māori Advisory Committee

Terms of reference

1 Introduction

The Te Aka Matua Kōmiti – Māori Advisory Committee is a committee of Council. It operates within the relevant provisions of the Education and Training Act 2020, the Local Government Official Information and Meetings Act 1987 and Standing Orders of Council. The Committee's scope encompasses the University and its subsidiaries and controlled entities.

2 Purpose and responsibilities

- 2.1 The purpose of Te Aka Matua is to assist Council discharge its governance responsibilities in relation to Māori and Te Tiriti o Waitangi.
- 2.2 In fulfilling this purpose, Te Aka Matua will provide **advice** to Council on:
 - a. Understanding and applying Te Tiriti o Waitangi to support Council decisions, business and processes;
 - b. The strategic direction of the University and its implications, opportunities and connections with Māori, including mana whenua;
 - c. Building and maintaining positive external relationships with iwi, and other Māori organisations and entities; and
 - d. Any other matters consistent with the above responsibilities as requested from time to time by Council.

3 Authority

- 3.1 The Committee has no authority independent of the functions delegated to it by Council in these terms of reference.

4 Membership

- 4.1 Unless Council decides otherwise the core membership of the Committee will be as follows:
 - a. The Chancellor;
 - b. Up to three other members of Council, two of whom should be on an annual rotation to build all Council members' understanding of Te Tiriti o Waitangi, mātauranga Māori, te reo Māori and tikanga Māori;
 - c. Up to three external Māori members – one member each from mana whenua iwi, Taranaki Whānui and Ngāti Toa, appointed by Council on the nomination of the relevant mana whenua iwi and one co-opted member appointed by Council based on an agreed identified skill-set. No member shall be Council members and may be appointed for up to a four-year term;

- d. One Māori student appointed by Council on the nomination of Ngāi Taurira¹.
- 4.2 Council will, each year on the recommendation of the Chancellor, appoint a Committee Chair from among the members of the Committee. No external member, staff or student members of the Committee shall be eligible for appointment as Committee Chair.

5 Meetings

- 5.1 The Committee is expected to meet four times a year as determined by the Chair or as otherwise requested by Council.
- 5.2 A quorum at meetings of the Committee will be a majority of the members of the Committee one of whom must be the Chancellor or Committee Chair.
- 5.3 Meetings will be chaired by the Chair, or in their absence by another Council member of the Committee as decided by the members of the Committee present at the meeting.
- 5.4 The Committee may have in attendance any other people it considers necessary to provide appropriate information, explanations and who bring diverse perspectives and insights to inform its views and advice.
- 5.5 The Committee Chair will appoint a secretary to the Committee in conjunction with the Secretary to Council.
- 5.6 The Standing Orders of Council will apply to any meetings of the Committee except to the extent inconsistent with these Terms of Reference.

6 Information and reporting

- 6.1 The Chair-approved draft or if available, the confirmed minutes of a Committee meeting will be circulated to members of Council at the next Council meeting. The confirmed minutes shall be made available to the Vice-Chancellor and any other people as Council and the Vice-Chancellor direct.

7 Review

- 7.1 The Committee will undertake an annual review of its responsibilities and activities and report to Council on that review.

8 Key dates

These terms of reference were approved on:	7 June 2016
These terms of reference take effect from:	7 June 2016
These terms of reference were amended by Council on:	26 February 2018
These terms of reference were amended by Council on:	26 March 2018
These terms of reference were amended by Council on:	29 October 2018
These terms of reference were amended by Council on:	10 October 2022
These terms of reference were amended by Council on:	16 June 2025

9. Delegation by Council

- 9.1 In accordance with section 285(1) of the Education and Training Act 2020, Council delegates to the Te Aka Matua Kōmiti – Māori Advisory Committee all functions and powers necessary to discharge its responsibilities in accordance with these terms of reference.

¹ Council may wish to give consideration to attendance being shared by the Co-Presidents of Ngāi Taurira.

Signed:

Atf neg.
Council member

Full name:

Alan Judge, Chancellor

Date:

24/6/25

Signed:

Nic Smith
Council member

Full name:

Nic Smith, Vice-Chancellor

Date:

26/6/25

Victoria Honours Committee

Terms of reference

1 Introduction

The Victoria Honours Committee is a committee of Council. It operates within the relevant provisions of the Education and Training Act 2020, the Local Government Official Information and Meetings Act 1987 and Standing Orders of Council. The Committee's scope encompasses the University and its subsidiaries and controlled entities.

2 Purpose and responsibilities

2.1 The purpose of the Committee is to:

- a) Recommend to Council, from time to time, criteria to be considered when proposing Honorary Degrees, Hunter Fellowships and Distinguished Alumni Awards;
- b) Recommend to the Academic Board and to Council the names of persons considered to be worthy of the conferment of an honorary degree, a Hunter Fellowship or a Distinguished Alumni Award, and the reasons for such recommendations in the context of the Honorary Degrees and Hunter Fellowships Statute and the Committee's current guidelines for such honours;
- c) Recommend to Council naming in accordance with the Victoria Naming Statute;
- d) Oversee the Chancellor's Lecture and the Chancellor's Dinner; and
- e) Recommend to Council, from time to time, the establishment of, and criteria for, any other honorary awards which the Council may wish to bestow.

3 Authority

3.1 The Committee has no authority independent of the functions delegated to it by Council in these terms of reference.

4 Membership

4.1 Unless Council decides otherwise the membership of the Committee will be as follows:

- a) The Chancellor;
- b) The Pro-Chancellor;
- c) The Vice-Chancellor;
- d) Two members of Council who are not members of the Academic Board;
- e) Two senior members of the academic staff appointed by Council on the nomination of the Chancellor for an initial term of four years, renewable once for a further four year term;
- f) Three members of the academic staff of different faculties appointed by Council on the nomination of the Academic Board for an initial term of four years, renewable once for a further four year term;
- g) One member, being a graduate, nominated by the Post Graduate Students' Association and appointed by Council for a term of two years.

4.2 Council will, each year on the recommendation of the Chancellor, appoint a Committee Chair from among the members of the Committee.

5 Meetings

- 5.1 The Committee will meet as determined by the Chair or as otherwise requested by Council.
- 5.2 A quorum at meetings of the Committee will be a majority of the members of the Committee.
- 5.3 Meetings will be chaired by the Chair, or in his or her absence by another member of the Committee as decided by the members of the Committee present at the meeting.
- 5.4 The Committee may have in attendance any other people it considers necessary to provide appropriate information and explanations.
- 5.5 The Secretary to Council will also be the Secretary of the Committee.
- 5.6 All proceedings under the Honorary Degrees and Hunter Fellowships Statute are confidential and taken in committee. A resolution of Council conferring an honorary degree or a Hunter fellowship is also taken in committee and remains confidential until the award is accepted.
- 5.7 The Standing Orders of Council will apply to any meetings of the Committee except to the extent inconsistent with these Terms of Reference.

6 Information and reporting

- 6.1 After each meeting of the Committee the Chair will report the Committee's findings, conclusions and recommendations to Council.
- 6.2 The confirmed minutes of all Committee meetings will be circulated to members of Council, the Vice-Chancellor and to any other people as Council and the Vice-Chancellor direct.

7 Review

- 7.1 The Committee will undertake an annual review of its responsibilities and activities and report to Council on that review.

8 Key dates

These terms of reference were approved on: 25 July 2016 by Council

These terms of reference were amended by Council on: 26 February 2018

9 Delegation by Council

In accordance with section 285(1) of the Education and Training Act 2020, Council delegates to the Victoria Honours Committee all functions and powers necessary to discharge its responsibilities in accordance with these terms of reference.

Signed: _____
Council member

Full name: _____

Date: ____/____/____

Signed: _____
Council member

Full name: _____

Date: ____/____/____

Council People and Culture Committee

Terms of reference

1 Introduction

The People and Culture Committee is a committee of Council. It operates within the relevant provisions of the Education and Training Act 2020, the Local Government Official Information and Meetings Act 1987, the Health and Safety at Work Act 2015 and Standing Orders of Council.

2 Purpose and responsibilities

The Committee shall assist Council to meet its responsibilities to:

- establish key performance objectives for the Vice-Chancellor, evaluate the Vice-Chancellor's performance and undertake the Vice-Chancellor's annual remuneration review;
- review and support personal development priorities and programs for the Vice-Chancellor;
- develop a culture at the University which supports the delivery of its strategic priorities as they relate to people and culture;
- ensure the wellbeing, health and safety of staff and students;
- ensure the Vice-Chancellor, as the employer of staff, is discharging their responsibilities effectively and is building organisational performance and culture;
- provide advice and guidance in relation to key staff-related strategies, policies and priorities;
- review the approach to and feedback from formal staff engagement exercises;
- provide an environment in which staff and students can achieve to their full potential;
- ensure that equity, diversity and inclusion practices and priorities are being achieved;
- ensure there are effective succession plans in place for key personnel; and
- such other matters as may be referred to it by Council from time to time.

3 Authority

- 3.1 The Committee has no authority independent of the functions delegated to it by Council in these terms of reference.
- 3.2 The Committee, through the Chair, is authorised by Council to investigate any activity within its terms of reference.

4 Membership

- 4.1 The membership of the Committee will be as follows:
 - a) The Chancellor (Chair)
 - b) The Pro-Chancellor

c) Up to two lay members of Council

- 4.2 The Committee Chair will be the Chancellor or such other member of the Committee appointed as Chair by the Council.

5 Meetings

- 5.1 The Committee will meet as determined by the Chair or as otherwise requested by Council.
- 5.2 A quorum at meetings of the Committee will be two Members, one of whom must be the Chancellor or Pro-Chancellor.
- 5.3 Meetings will be chaired by the Chair or in their absence by another member of the Committee.
- 5.4 The Committee may have in attendance any other people it considers necessary to provide appropriate information and explanations.
- 5.5 The Committee Chair will appoint a Secretary of the Committee in conjunction with the Secretary to Council.
- 5.6 The Standing Orders of Council will apply to any meetings of the Committee except to the extent inconsistent with these Terms of Reference.

6 Information and reporting

- 6.1 The Committee will maintain direct lines of communication with the Council.

7 Review

- 7.1 The Committee will undertake an annual review of its responsibilities and activities and report to Council on that review.

8 Key Dates

- 8.1 These terms of reference were approved on: 14 February 2022 by Council
- These terms of reference take effect from: 14 February 2022

Council People and Culture Committee

Terms of reference

9 Delegation by Council

In accordance with section 285(1) of the Education and Training Act 2020, Council delegates to the People and Culture Committee all functions and powers necessary to discharge its responsibilities in accordance with these terms of reference.

Signed: _____
Council member

Full name: _____

Date: ____/____/____

Signed: _____
Council member

Full name: _____

Date: ____/____/____

Nominations Panel

Terms of reference

1 Introduction

The Nominations Panel is a committee of Council. It operates within the relevant provisions of the Education and Training Act 2020, the Local Government Official Information and Meetings Act 1987, the Health and Safety at Work Act 2015 and Standing Orders of Council.

2 Purpose and responsibilities

2.1 The purpose of the Committee is to make recommendations to Council on its membership in accordance with the Council Membership Statute.

2.2 In particular, the Nominations Panel is responsible for:

- a) identifying and recommending to Council suitable candidates to fill Council vacancies as and when they arise;
- b) ensuring that there is an appropriate mix of knowledge, skills, experience and diversity on Council so as to ensure the Council is capable of undertaking its responsibilities, duties and function; and
- c) considering any other matters referred to the Panel by Council.

3 Authority

3.1 The Committee has no authority independent of the functions delegated to it by Council in these terms of reference.

4 Membership

4.1 The membership of the Committee will be as follows:

- a) The Chancellor (or the Pro-Chancellor where the person holding office as Chancellor is being considered for recommendation)
- b) a senior member (Professor or Associate Professor) of the University's academic staff appointed by Council on the nomination of the Academic Board for a term of up to four years
- c) a member of the University's professional staff appointed by Council for a term of up to four years
- d) the President of the Victoria University of Wellington Students' Association (or nominee);
- e) a person appointed by Council on the nomination of Te Aka Matua for a term of up to four years
- f) the Vice-Chancellor;
- g) up to 2 external members appointed by the Council for a term of up to four years

4.2 The Panel will be chaired by the Chancellor (or Pro-Chancellor if the person holding office as Chancellor is being considered for recommendation)

- 4.3 At least two members of the Panel must be graduates of the University.
- 4.4 None of the members of the Nominations Panel, other than the Chancellor (or Pro-Chancellor) and Vice Chancellor, may be members of Council.

5 Meetings

- 5.1 The Panel will meet when convened by the Chair or as requested by the Council.
- 5.2 A quorum at meetings of the Committee will be three Members, one of whom must be the Chancellor (or Pro-Chancellor).
- 5.3 The Committee may have in attendance any other people it considers necessary to provide appropriate information and explanations.
- 5.4 The Chair will appoint a Secretary of the Panel in conjunction with the Secretary to Council.
- 5.5 The Standing Orders of Council will apply to any meetings of the Panel except to the extent inconsistent with these Terms of Reference.

6 Information and reporting

- 6.1 The Committee will maintain direct lines of communication with the Council.

7 Review

- 7.1 The Panel will undertake a periodic review of its responsibilities and activities and report to Council on that review.

8 Key dates

These terms of reference were approved on: 29 July 2019 by Council
These terms of reference take effect from: 29 July 2019

These terms of reference were amended and
approved by Council on: 23 March 2020
These terms of reference take effect from: 23 March 2020

9 Delegation by Council

In accordance with section 285(1) of the Education and Training Act 2020, Council delegates to the Nominations Panel all functions and powers necessary to discharge its responsibilities in accordance with these terms of reference.

Signed: _____
Council member

Full name: _____

Date: ____/____/____

Signed: _____
Council member

Full name: _____

Date: ____/____/____