



COUNCIL

**Minutes of the Council Meeting held on Monday, 1 December 2014
from 2.00 – 5.10 pm in the Boardroom, Level 12, Rutherford House**

PRESENT:

- Mr Ian McKinnon (Chancellor)
- Mr Graeme Mitchell (Pro Chancellor)
- Professor Grant Guilford (Vice-Chancellor)
- Mr David Alsop
- Ms Sonya Clark
- Professor Charles Daugherty
- Mr Charles Finny
- Ms Victoria Heine
- Associate Professor Dolores Janiewski
- Mr Neville Jordan
- Professor Paul Morris
- Mr Neil Paviour-Smith
- Ms Brenda Pilott
- Dr Theresa Sawicka
- Mr John Selby
- Ms Helen Sutch
- Mr Roger Taylor
- Emeritus Professor Peter Walls
- Ms Caroline Ward, Secretary to Council

APOLOGIES: Nil

IN ATTENDANCE:

- Ms Jenny Bentley, Director Campus Services
- Ms Annemarie de Castro, Director Human Resources
- Ms Leanne Iivil, Director, Academic Office
- Mr Simon Johnson, General Counsel
- Ms Maria Jones, Associate Director, Communications and Marketing
- Ms Kerri Kilner, Administration Assistant, Vice-Chancellor's office
- Mr Wayne Morgan, Chief Financial Officer
- Ms Shelagh Murray, Executive Director, VUW Foundation
- Professor Neil Quigley, Provost
- Ms Madeleine Setchell, Director, Communications and Marketing
- Mr Andrew Simpson, Chief Operating Officer
- Mr Russell Third, Risk and Audit Manager
- Mr Rick Zwaan, incoming VUWSA President

PART A

14.221 WELCOME / ACKNOWLEDGEMENTS

- Noted:**
- 1 that the Chancellor welcomed all present. He advised that items 4 and 5, the Election of the Chancellor and Pro-Chancellor, would be taken at the end of the meeting to allow time for presentations.
 - 2 that the Chancellor thanked Members of Council and Members of the Senior Leadership Team for their contribution during 2014.

14.222 DISCLOSURES OF INTERESTS

- Noted:** that there were no disclosures of interest by a member of Council, by way of a general notice under the Education Act 1989 Section 175 and the Local Authorities (Members Interests) Act 1968.

14.223 PARTS B AND D OF THE AGENDA

- Noted:** that there was one request to move item B18, Academic Board Summary notes (VUWC 14/177) from Part B to Part A of the Agenda.

14.224 VACATION POWERS

- Received:** a memorandum from the Chancellor dated 25 November 2014 (document VWC 14/168).

- Resolved:** that Council delegates to the Officers of Council the authority to take such action as necessary in the period between the Council meeting on 1 December 2014 and the first meeting of the Council on 23 February 2015.

Mitchell/Taylor
Carried
140191

14.225 REPORT FROM THE CHANCELLOR

- Received:** a memorandum from the Chancellor for the period ending 25 November 2014 (document VUWC 14/169).

- Noted:**
- 1 that the Chancellor commended the end of year report presented by the Vice-Chancellor at the recent Council Workshop and suggested that the six Council members who had missed the meeting give particular attention to the email-circulated copy of the presentation.
 - 2 that the Education Amendment Bill No. 2 is soon to go before Parliament and if passed a decision on the structure of Council will need to be in place by the end of May 2015. This is to allow time for the Minister's office to approve the new Constitution, in turn allowing time for elections to take place by the beginning of September (if required) as the process is approximately 10 weeks.
 - 3 that Charles Daugherty was commended for his leadership of the recent major forum *Whanganui – A Place to Live* – recognising the memory and legacy of the late Paul Callaghan.
 - 4 that the Chancellor thanked all concerned for their support of this University.

Resolved: that the Chancellor's Report be noted.

**Morris/Pilott
Carried
140192**

14.226 REPORT FROM THE VICE-CHANCELLOR

Received: a report from the Vice-Chancellor covering the period since the last meeting of Council on 20 October 2014 (document VUWC 14/170).

Noted:

- 1 that University researchers have received 25 prestigious Marsden Fund grants with 16 Standard grants and 9 Fast-Start grants. This was acknowledged by Council as an outstanding achievement.
- 2 that the Vice-Chancellor has been appointed to the newly formed Wellington Regional Economic Development Agency Board. The appointment provides a good opportunity to further engage Victoria University in the economic development of the region.
- 3 that the Cap App Challenge was seeking mobile app ideas to enhance tertiary students' experience of Wellington.

Resolved: that the Vice-Chancellor's report be noted.

**Walls/Sawicka
Carried
140193**

14.227 DECLARATION OF ELECTION RESULTS

Received: the declaration of 2014 election results from the Secretary to Council for the elected Student Member; and the Court of Convocation Members (document VUWC 14/171).

Noted:

- 1 that the elected Student Member from 1 January to 31 December 2015 is Stella BLAKE-KELLY.
- 2 that the Court of Convocation elected Helen SUTCH and Matthew PALMER to the two four year vacancies from 1 January 2015 to 31 December 2018.
- 3 that the Court of Convocation elected Ian McKINNON unopposed to the remaining term for the late Rosemary Barrington from 1 December 2014 to 31 December 2016.
- 4 that the voting return in the Court of Convocation election was 5.49%.

Resolved: that the declaration of election result from the Secretary to Council for the Student member and the Court of Convocation members be noted.

**Alsop/Sawicka
Carried
140194**

14.228 CONSOLIDATED FINANCIAL RESULTS FOR OCTOBER 2014

Received: the consolidated financial report for the period ending 30 October 2014 (document VUWC 14/172).

Noted: that the consolidated surplus for the period ended 30 October 2014 was 17.4m compared with a budgeted surplus of \$14.6m.

Resolved: that the consolidated financial report for October 2014 be approved.
Taylor/Finny
Carried
140195

14.229 REPORT OF THE ACADEMIC BOARD

Received: a memorandum from the Secretary to the Academic Board dated 15 November 2014 providing a report on the Business of the Academic Board (document VUWC 14/173).

Noted: that Graduating Year Reviews are part of the CUAP approval process. Victoria's GYRs were considered to have followed the process appropriately and were approved.

Resolved: that the report from the Secretary to the Academic Board on the Business of the Academic Board be noted.
Morris/Sawicka
Carried
140196

14.230 REPORTS FROM COMMITTEE CHAIRS

Received: oral reports from Committee Chairs on items of significance to Council Members.

Noted:

- 1 that there was no Part A report from the Chairs of the Finance, Campus Development and Honorary Degrees and Hunter Fellowships Committees.
Audit & Risk
- 2 that the Senior Leadership Team was working to develop a Risk Framework and this would be reported on to Council in the New Year.
- 3 that a discussion on the Digital Strategy had been suggested as a Workshop topic for 2015.
- 4 that a Resilience Testing overview was underway looking at the lessons learned from the Canterbury earthquakes in both Health & Safety and Financial matters.
Governance
- 5 that a number of very good topics have been put forward for Council Workshops in 2015 and further suggestions are welcome. It was recorded that Workshops should be kept free of deliberations regarding the expected reconfiguration of Council.

Resolved: that the oral reports from Committee Chairs be noted.
Mitchell/Alsop
Carried
140197

14.231 RESPONSE TO COUNCIL WORKSHOP – 17.11.14

Received: an oral report from the Chair on the Council Workshop held on 17.11.14.

- Noted:**
- 1 that the Vice-Chancellor had presented a comprehensive and detailed report on his first 8.5 months in office. It was requested that the presentation be circulated by email to Council members.
 - 2 that the topic of University Rankings was also covered.
 - 3 that the 2014 Performance Review of Council questionnaire was circulated for completion by those present and emailed to the six members who were absent.

Resolved: **that the oral report from the Chair on the Council Workshop held on 17.11.14 be noted.**

**Sutch/Clark
Carried
140198**

14.232 FORTHCOMING EVENTS FOR 2014

Received: a memorandum from the Secretary to Council dated 25 November 2014 (document VUWC 14/174) listing events of significance for Council members for the remainder of 2014.

Resolved: **that the memorandum from the Secretary to Council on Forthcoming Events for the remainder of 2014 be noted.**

**Morris/Sawicka
Carried
140199**

14.233 ACADEMIC BOARD MEETING – SUMMARY NOTES

Received: the Summary Notes of the Academic Board meeting held on 16 October 2014 (document VUWC 14/177).

Noted: by the Chancellor that he had brought this item forward from Part B to Part A due to his concern with the Minutes of what was effectively a Council Committee being described as 'Summary Notes'. He requested that the Vice-Chancellor review such reports to Council, including from the Academic Board.

Resolved: **that the Summary Notes of the Academic Board meeting held on 16 October 2014 be noted along with the Chancellor's concern regarding their presentation.**

**McKinnon/Alsop
Carried
140200**

14.234

RESOLUTION CONCERNING THE EXCLUSION OF THE PUBLIC

Received:

a recommendation that certain items be taken with the public excluded (document VUWC 14/175).

Resolved:

that the public be excluded from the meeting for the discussion of items 25-40 for the reasons and duration outlined in the recommendation, with the exception of such members of the Management Team as the Chancellor and the Vice-Chancellor may request to remain for the public excluded part of the agenda as they have knowledge relevant to particular issues to be discussed.

Heine/Taylor

Carried

140201

PART B

**14.235 MINUTES OF THE COUNCIL MEETING HELD ON
20 OCTOBER 2014**

Received: the Minutes of the Meeting of Council held on 20 October 2014 with the public present (document VUWC 14/176).

Resolved: that the Minutes of the Meeting of Council held on 20 October 2014 with the public present be approved.

**Carried
140202**

14.236 MINUTES OF THE FINANCE COMMITTEE

Received: the confirmed Minutes of the meeting of the Finance Committee held on 6 October 2014 (document VUWC 14/178) and the unconfirmed Minutes of a meeting of the Finance Committee held on 24 November 2014 (document VUWC 14/179) with the public present.

Resolved: 1 that the confirmed Minutes of the meeting of the Finance Committee held on 6 October with the public present be noted.
2 that the unconfirmed Minutes of the meeting of the Finance Committee held on 24 November with the public present be noted.

**Carried
140203**

14.237 MINUTES OF THE AUDIT AND RISK COMMITTEE

Received: the unconfirmed Minutes of the meeting of the Audit and Risk Committee held on 10 November 2014 (document VUWC 14/180) with the public present.

Resolved: that the unconfirmed Minutes of the meeting of the Audit and Risk Committee be noted.

**Carried
140204**

14.238 MINUTES OF THE CAMPUS DEVELOPMENT COMMITTEE

Received: the unconfirmed Minutes of the meeting of the Campus Development Committee held on 29 October 2014 (document VUWC 14/181) with the public present.

Resolved: that the unconfirmed Minutes of the meeting of the Campus Development Committee held on 29 October 2014 with the public present be noted.

**Carried
140205**

14.239

UNIVERSITY COMMON SEAL

Received: a memorandum from the Secretary to Council dated 25 November 2014 regarding entries in the Seal Register (document VUWC 14/182) advising that there were no entries in the Seal Register for the period 15 October 2014 to 25 November 2014.

Resolved: **that the memorandum from the Secretary to Council regarding entries in the Seal Register be noted.**

**Carried
140206**

14.240

DEGREES TO BE GRANTED

Received: the list of degrees, diplomas and certificates granted on 1 December 2014 (document VUWC 14/183).

Resolved: **that Council grants the degrees, diploma and certificates in this University on those persons listed in the document VUWC 14/183, and that their names be entered on the Roll of Graduates on 1 December 2014.**

**Carried
140207**

14.241

FORTHCOMING MEETINGS

Noted: that the next meeting of Council will take place on 23 February 2015 at 2.00 pm in the Boardroom, Level 12, Rutherford House.