



COUNCIL

**Minutes of the Council Meeting held on Monday, 24 February 2014
from 2.00 – 4.30 pm in the Council Chamber, Level 2, Hunter Building**

- PRESENT:**
- Mr Ian McKinnon (Chancellor)
 - Mr Graeme Mitchell (Pro Chancellor)
 - Professor Pat Walsh (Vice Chancellor)
 - Mr David Alsop
 - Associate Professor Megan Clark
 - Ms Sonya Clark
 - Professor Charles Daugherty
 - Mr Charles Finny
 - Ms Victoria Heine
 - Professor Paul Morris
 - Mr Neil Paviour-Smith
 - Ms Brenda Pilott
 - Mr John Selby
 - Mr Roger Taylor
 - Emeritus Professor Peter Walls
 - Ms Caroline Ward, Secretary to Council
- APOLOGIES:**
- Mr Neville Jordan
 - Dr Theresa Sawicka
 - Ms Helen Sutch
- IN ATTENDANCE:**
- Professor Penny Boumelha, Deputy Vice-Chancellor, Academic
 - Ms Jenny Bentley, Director Campus Services
 - Mr Martin Boswell, Senior Academic Quality Advisor
 - Mr Simon Johnson, In-house Solicitor
 - Mr Jim Mercer, Group Financial Controller
 - Mr Wayne Morgan, Chief Financial Officer
 - Professor Rob Rabel PVC International
 - Ms Madeleine Setchell, Director, Communications and Marketing
 - Mr Andrew Simpson, Chief Operating Officer
 - Ms Pam Thorburn, Director, Student Academic Services
 - Professor Mike Wilson, PVC/Dean Science, Architecture & Design, Engineering

PART A

14.1 WELCOME / ACKNOWLEDGEMENTS

- Noted:**
- 1 that the Chancellor welcomed all present and thanked Council members for their contribution during 2013, especially given the extra demands arising from the appointment process for the new Vice Chancellor.
 - 2 that the Chancellor warmly thanked Professor Pat Walsh for his leadership and contribution during 9 years as Vice-Chancellor. That

leadership and contribution was greatly appreciated and on behalf of Council the Chancellor conveyed very best wishes for whatever might lay ahead.

3 that Ms Sonya Clark will join the table following her co-option under Item 7.

4 that apologies were received from Mr Neville Jordan, Dr Theresa Sawicka and Ms Helen Sutch.

Resolved: that apologies from Mr Neville Jordan, Dr Theresa Sawicka and Ms Helen Sutch be sustained.

140001

14.2 CHANCELLOR'S STATEMENT

Received: an oral report from the Chancellor.

Noted: 1 that it was important to look to the future as we farewell Professor Pat Walsh (final day 28 February) and welcome Professor Grant Guilford (on 3 March).

2 that key areas for focus are as follows:

- formulation of a new Strategic Plan for implementation in 2015
- Teaching and Learning and the nature of this in a rapidly changing environment
- maintaining VUW's number 1 Research ranking by developing clear strategies in order to stay at that first place
- increased concentration on Internationalisation
- major property developments, with the K2 decision in June being a priority
- the size and composition of University Councils. This was now in the legislative/select committee process. A reduction to 12, including a requirement for Maori representation had been announced.

14.3 DISCLOSURES OF INTERESTS

Received: disclosures of interests by members of Council, by way of a general notice under the Education Act 1989 Section 175 and the Local Authorities (Members Interests) Act 1968.

Noted: 1 that the Chancellor congratulated Mr Graeme Mitchell on his appointment as Chair of the External Reporting Board. This appointment was declared by the Pro-Chancellor.

2 that Mr David Alsop declared an interest under Item 22 (VUWC 14/16) "Graduates in Absentia" as he was included on that list as a graduate.

3 that the Chancellor deemed that neither 1 nor 2 above was sufficient to qualify as a conflict of interest, but asked that the declarations be recorded.

14.4 PARTS B AND D OF THE AGENDA

Noted: 1 that the Chancellor asked that Item 18, Report on the Business of the Academic Board (VUWC 14/12) be moved to Part A.

2 that the Chancellor asked that for Item 20, 2014 New Year's Honours (VUWC 14/14) Council especially note the awards made to:

- Professor Robert Allan Buckle, ONZM, for services to business and education;
- Mr Douglas Charles Beilman, MNZM, for services to music.

3 by the Chancellor that he writes to all Victoria University of Wellington graduates who receive an Honour.

14.5

REPORT FROM THE CHANCELLOR

Received: a report from the Chancellor for the period ending 17 February 2014 (document VUWC 14/1).

Noted: 1 that the Chancellor, in acknowledging the imminent departure of the Vice Chancellor, recorded the following:

Professor Walsh has lead the University during a challenging period to which Victoria has responded strategically: further degrees and courses offered, including the introduction of engineering and the strengthening of science, without undermining other disciplines; memoranda of agreements signed with a number of organisations, including international universities, while establishing excellent internal and external relationships; marked progress in the University's internationalisation programme; building developments on campus, reflecting both need and student experience; and of course, the outstanding result in PBRF.

The University has much to thank Professor Walsh for, as does Council, members always having found him committed to his role while quite willing to discuss matters. He certainly leaves with our very best wishes for whatever the years ahead may bring.

2 that further to his memo of 10 February the Chancellor reiterated his thinking in terms of initial preparations for the formulation of the new Strategic Plan:

24 March	Council Workshop VC to discuss with Council his initial impressions
Between 24.03 and 02.05	Focus Groups Council members to meet in small focus groups to consider key strategic issues and how best addressed in the Strategic Plan
02.05 afternoon	Strategic Plan Workshop

Resolved: that the contents of the Chancellor's Report be noted.

Finny/M Clark
Carried
140002

14.6

REPORT FROM THE VICE-CHANCELLOR

Received: a report from the Vice-Chancellor (document VUWC 14/2) on:

- University Highlights for the period 19 November 2013 to 28 February 2014;
- The Vice-Chancellor's Engagements for the period 19 November 2013 to 28 February 2014.

Noted: 1 that the Chancellor thanked the Vice-Chancellor for his detailed report, structured around the Strategic goals, highlighting:

- the success of Dr Noam Greenberg and Dr Simon Lamb who were awarded New Zealand Association of Scientists medal for their contribution to science
- the valuable work experience gained over summer by BA students taking part in the pilot course FHSS 202: BA Internship
- the launch of the Bank of New Zealand Chair in Business in Asia with inaugural holder of the Chair Professor Siah Hwee Ang.

- the privilege of attending the Staff Excellence Awards; and
 - acknowledging the sad passing of Hunter Fellow recipient, Clare Galambos Winter.
- 2 by the Vice-Chancellor that the transfer of the two Callaghan Teams was now complete and staff were settling well. The Honorary Degree conferred by Council on Eleanor Catton and to be presented at the May Graduation had received a lot of publicity.
- 3 that Professor Walsh thanked Council for the elegant farewell dinner held at the Wellington Club last week; he drew attention to the gift on display on the Council table – a Gary Nash glass piece.

Resolved: that the contents of the Vice-Chancellor’s report be noted.

Mitchell/ Daugherty
Carried
140003

14.7 COUNCIL MEMBERSHIP

Received: A memorandum from the Chancellor dated 17 February 2014 (document VUWC14/3).

Noted: that at its meeting on 2 December 2013 Council resolved “that a student elected at large and the VUWSA President be the two student representatives on Council and that an amendment to the Council Constitution be put to the Minister in support of this.”

Resolved: that Sonya CLARK be co-opted to the Council under Clause 2(j) of the Council Constitution for a one year term of office commencing 1 January 2014 and ending on 31 December 2014.

McKinnon/Alsop
Carried
140004

14.8 COUNCIL COMMITTEES

Received: a tabled memorandum from the Chancellor, dated 24 February 2014 (document VUWC 14/4) regarding Council Committees.

Noted: that it was proposed that membership of Committees and Convenors for 2014 be as follows:

Audit and Risk

John Selby (Convenor) *from 1 April 2014*

Graeme Mitchell (Convenor) *until 31 March 2014* (Pro-Chancellor ex officio)

Ian McKinnon (Chancellor ex officio)

Roger Taylor (Convenor of the Finance Committee ex officio)

Helen Sutch

Peter Walls

Sonya Clark

Finance

Roger Taylor (Convenor)

Ian McKinnon (Chancellor ex officio)

Graeme Mitchell (Pro-Chancellor ex officio)

Grant Guilford (Vice-Chancellor ex officio)

Charles Daugherty

Charles Finny

Theresa Sawicka

David Alsop

Governance Committee

Helen Sutch (Convenor)
Ian McKinnon (Chancellor ex officio)
Graeme Mitchell (Pro-Chancellor ex officio)
Grant Guilford (Vice-Chancellor ex officio)
Paul Morris
Victoria Heine
David Alsop
John Selby

Honorary Degrees and Hunter Fellowships

Ian McKinnon (Acting Convenor) (Chancellor)
Graeme Mitchell (Pro-Chancellor)
Grant Guilford (Vice-Chancellor)
Peter Walls

Vice-Chancellor's Performance Review Committee

Brenda Pilott (Convenor)
Ian McKinnon (Chancellor)
Graeme Mitchell (Pro-Chancellor)
Victoria Heine

Campus Development Committee

Neil Paviour-Smith (Convenor)
Ian McKinnon (Chancellor ex officio)
Graeme Mitchell (Pro-Chancellor ex officio)
Grant Guilford (Vice-Chancellor ex officio)
Roger Taylor (Convenor of the Finance Committee)
Charles Finny
Charles Daugherty
Sonya Clark

Maori Advisory Committee

Ian McKinnon (Acting Convenor) (Chancellor)
Graeme Mitchell (Pro-Chancellor ex officio)
Grant Guilford (Vice-Chancellor ex officio)
Helen Sutch

- Resolved:**
- 1 that the Terms of Reference for the Campus Development Committee be approved.
 - 2 that the recommendations regarding Committee Membership and Convenors for 2014 be approved.

McKinnon/Mitchell
Carried
140005

14.9 PROGRESS REPORT ON 2014 ADMISSIONS

- Received:**
- 1 a tabled memorandum from the Chief Operating Officer dated 24 February 2014 providing a Progress Report on 2014 Admissions (document VUWC 14/5).
- Noted:**
- 1 by the Chief Financial Officer that the report provides the EFTS position as at 10 February following the closing date for online enrolments. The figures will remain volatile until mid-March, however confirmed SAC EFTS in relation to the 2014 Investment Plan target show that enrolments are ahead by 0.6% compared to the same time in 2013. The full fee EFTS position looks lower than last year but the position is still unclear pending the results of the face-to-face enrolment process where international student enrolments are actually confirmed. The Faculties of Architecture and Design, Law and Engineering are ahead of their full-fee position

compared to the same time last year.

2 by Professor Rabel that the International situation remains volatile in a challenging environment. Offers are up, however the number of conversions would not be clear until mid-March.

3 that the Chancellor asked for an update on the EFTS position at the Special Meeting of Council prior to the Council Workshop on 24 March 2014.

Resolved: that the contents of the report from the Chief Operating Officer on 2014 Admissions be noted.

Paviour-Smith/Morris
Carried
140006

14.10 FORTHCOMING EVENTS FOR 2014

Received: a memorandum from the Secretary to Council dated 17 February 2014 (document VUWC 14/6) listing events of significance for Council members during 2014.

Noted: 1 that the Chancellor thanked the Secretary to Council for the list and asked that the schedule be updated to show, for inaugural lectures, the school from which the Professor was associated with.

2 that the Chancellor asked that Council members particularly note the dates for graduation.

Resolved: that the contents of the memorandum on forthcoming events for 2014 be noted.

Alsop/Mitchell
Carried
140007

14.11 REPORTS FROM COMMITTEE CHAIRS

Received: an oral report from Committee Chairs on items of significance to Council Members

Noted: 1 that the Chancellor made a general comment about reports from Committee Chairs, emphasising that he would like reports to be specific and focussed. While Council would not wish to involve itself in excessive detail, it must nonetheless be kept informed on exceptional matters or matters of concern.

2 *Governance Committee*
by the Chancellor on behalf of the Convenor that a meeting was held on 10 February. It looked at aspects of the Council Performance Review and agreed that Workshop Topics for the remainder of the year would be finalised following consultation with the new Vice-Chancellor.

Resolved: that the contents of the oral report from the Chancellor be noted.

Mitchell/Selby
Carried
140008

14.12 REPORT ON THE BUSINESS OF THE ACADEMIC BOARD

Received: a report from the Deputy Vice-Chancellor (Academic) dated 10 February 2014 on CUAP approvals and Academic Board business 2013 (document VUWC 14/12).

Noted:

- 1 that the Chancellor moved this item from Part B (Item 18) to Part A.
- 2 that the Chancellor thanked the Deputy Vice-Chancellor (Academic) and Mr Martin Boswell for an excellent report saying it was important for Academic Board to have a higher profile at Council. In light of this he asked that the report continue as a standing item in Part A.
- 3 that the Deputy Vice-Chancellor (Academic) in response to a question from the Pro-Chancellor on course reductions explained that course offerings are never stable as they are impacted by staff numbers. She emphasised that a deletion can only occur once all students involved have completed a course. There was a continual need to review course offerings as new and exciting things were constantly available to teach.
- 4 by the Deputy Vice Chancellor (Academic) that the National Body has approved a 180 point Masters in one year – this has clear appeal to international students.
- 5 that Mr Finny queried the future of the Honours Degree.
- 6 that Ms Sonya Clark echoed the thoughts of the Chancellor in relation to Council support of the Academic Board. She stated that it was really important to question vigorously new degrees.

Resolved: **that the report from the Deputy Vice-Chancellor (Academic) be noted.**
McKinnon/Mitchell
Carried
140009

14.13 ANY URGENT BUSINESS

Noted:

- 1 that Mr Paviour Smith asked that Council Papers be received in electronic format as soon as possible.
- 2 that the Chief Operating Officer responded advising that a meeting was held with the Chancellor, Mr Jordan and Mr Finny to look at options, functionality and sophistication in terms of digital options in the market place. There was a sense following this meeting that there was a willingness to invest in state of the art technology and subsequent to this initial discussions with a vendor on pricing are underway.
- 3 that Mr Finny commented that the existing system (printing and couriers) was expensive and that long term savings would result from using electronic technology for Council documents.

14.14 RESOLUTION CONCERNING THE EXCLUSION OF THE PUBLIC

Received: a recommendation that certain items be taken with the public excluded (document VUWC 14/7).

Resolved: **that the public be excluded from the meeting for the discussion of items 25-34 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.**

McKinnon/Mitchell
Carried
140010

PART B

14.15 COUNCIL MINUTES

Received: the Minutes of the Meeting held on 2 December 2013 with the public present (document VUWC 14/8).

Resolved: that the Minutes of the Meeting of Council held on 2 December 2013 with the public present be approved.

Carried
140011

14.16

MINUTES OF THE FINANCE COMMITTEE

Received: the unconfirmed Minutes of a meeting of the Finance Committee held on 25 November 2013 (document VUWC 14/9).

Resolved: that the unconfirmed Minutes of the Finance Committee meeting held 25 November 2013 be noted.

Carried
140012

14.17

MINUTES OF THE GOVERNANCE COMMITTEE

Received: the confirmed Minutes of a meeting of the Governance Committee held on 14 November 2013 (document VUWC 14/10).

Resolved: that the confirmed Minutes of the meeting of the Governance Committee held on 14 November 2013 be noted.

Carried
140013

14.18

MINUTES OF THE ACADEMIC BOARD

Received: the confirmed Minutes of the Academic Board meeting held on 21 November 2013 (document VUWC 14/11).

Resolved: that the confirmed Minutes of the Academic Board meetings held on 21 November 2013 be noted

Carried
140014

14.19

REPORT ON APPEAL COMMITTEE HEARINGS 2013

Received: a report from the Deputy Vice-Chancellor (Academic) dated 10 February 2014 on Appeal Committee Hearings during 2013 (document VUWC 14/13).

Resolved: that the contents of the report from the Deputy Vice-Chancellor (Academic) on Appeal Committee Hearings during 2013 be noted.

Carried
140015

14.20

2014 NEW YEAR'S HONOURS

Received: the list of graduates, friends and associates of the University who received awards in the 2014 New Year's Honours (document VUWC 14/14).

Resolved: that Council conveys its congratulations to the Victoria University of Wellington graduates, friends and associates honoured in the 2014 New Year's Honours.

Carried
140016

14.21 UNIVERSITY COMMON SEAL

Noted: a memorandum from the Secretary to Council dated 17 February 2014 regarding entries in the Seal Register (document VUWC 14/15) advising that there were no entries in the Seal Register for the period 27 November 2013 to 17 February 2014.

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

Carried
140017

14.22 DEGREES TO BE GRANTED

Received: the list of degrees, diplomas and certificates granted on 24 February 2014 (document VUWC 14/16).

Resolved: that Council grants the degrees, diploma and certificates in this University on those persons listed in the document VUWC 14/16, and that their names be entered on the Roll of Graduates on 24 February 2014.

Carried
140018

14.23 REPORT ON THE USE OF VACATION POWERS

Received: an oral report from the Chancellor on the use of Vacation Powers.

Noted: the oral report from the Chancellor on the use of Vacation Powers.

14.24 FORTHCOMING MEETINGS

Noted: that the next meeting of Council will be the Council Workshop to be held on 24 March 2014 at 2.00 pm at Rutherford House.