



COUNCIL

**Minutes of the Council Meeting held on Monday, 30 June 2014
from 2.00 – 5.45 pm in the Council Chamber, Level 2, Hunter Building**

- PRESENT:**
- Mr Ian McKinnon (Chancellor)
 - Mr Graeme Mitchell (Pro Chancellor)
 - Professor Grant Guilford (Vice-Chancellor)
 - Mr David Alsop
 - Professor Charles Daugherty
 - Mr Charles Finny
 - Mr Neville Jordan
 - Professor Paul Morris
 - Mr Neil Paviour-Smith
 - Ms Brenda Pilott
 - Ms Theresa Sawicka
 - Ms Helen Sutch
 - Mr Roger Taylor
 - Emeritus Professor Peter Walls
 - Ms Caroline Ward, Secretary to Council
- APOLOGIES:**
- Ms Sonya Clark
 - Ms Victoria Heine
 - Mr John Selby
- GUEST SPEAKER:**
- Emeritus Professor Sir Mason Durie
- IN ATTENDANCE:**
- Ms Jenny Bentley, Director Campus Services
 - Professor Bob Buckle, Pro Vice-Chancellor and Dean of Commerce
 - Ms Annemarie de Castro, Director Human Resources
 - Mr Declan Doherty-Ramsey, Engagement Vice-President, VUWSA
 - Ms Kerri Kilner, Administration Assistant, Vice-Chancellor's office
 - Mr Wayne Morgan, Chief Financial Officer
 - Ms Shelagh Murray, Executive Director, VUW Foundation
 - Professor Piri Sciascia, Pro Vice-Chancellor, Maori
 - Ms Madeleine Setchell, Director, Communications and Marketing
 - Mr Andrew Simpson, Chief Operating Officer
 - Mr Russell Third, Risk and Audit Manager
 - Ms Rāwinia Thompson – Academic Vice President, VUWSA
 - Ms Pam Thorburn, Director, Student Academic Services
 - Ms Carla Tuck, Acting General Counsel
 - Professor Mike Wilson, PVC/Dean Science, Architecture & Design, Engineering
 - Mr Rick Zwaan, Welfare Vice-President, VUWSA

PART A

14.88 WELCOME / ACKNOWLEDGEMENTS

- Noted:**
- 1 that the Chancellor welcomed all present and expressed warm thanks to Emeritus Professor Sir Mason Durie for his attendance today to address Council as part of input toward the development of the new Strategic Plan.
 - 2 that the Chancellor welcomed Ms Helen Sutch following her time overseas on leave attending to family matters.
 - 3 that apologies had been received from Ms Sonya Clark, Ms Victoria Heine and Mr John Selby.

Resolved: that the apologies from Ms Sonya Clark, Ms Victoria Heine and Mr John Selby be sustained.

Carried
140073

14.89 DISCLOSURES OF INTERESTS

- Noted:**
- that 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 were received as follows:
- 1 by the Chancellor, his appointment as a Board Member of Orchestra Wellington.
 - 2 by Emeritus Professor Walls due to a part time teaching position for one trimester in the New Zealand School of Music
 - 3 by Ms Pilott related to an item in Part C for which she will absent herself.

14.90 PARTS B AND D OF THE AGENDA

Noted: that the Chancellor asked that Item 20, Minutes of the Council meeting held on 5 May 2014 be moved to Part A, document VUWC 14/76.

14.91 SPEAKER: STRATEGIC PLAN DEVELOPMENT EMERITUS PROFESSOR SIR MASON DURIE

Received: an address from guest speaker, Emeritus Professor Sir Mason Durie as part of input towards the development of the new Strategic Plan.

- Noted:**
- 1 that Professor Sciascia provided a formal welcome to Sir Mason.
 - 2 by the Chancellor that Emeritus Professor Sir Mason Durie had been invited to address Council as one of a series of outside guest speakers who have provided input to assist in the development of the new Strategic Plan. The brief for Emeritus Professor Durie was to consider how Victoria's obligations under the Treaty can be embedded naturally in the culture of the University.
 - 3 that Emeritus Professor Durie gave a stimulating and thought provoking presentation.
 - 4 that the Chancellor thanked Emeritus Professor Sir Mason Durie and advised that copies of the presentation will be circulated to members of Council in due course.

14.92 SPEAKER: RAWINIA THOMPSON

Received: an address from Ms Rāwinia Thompson – Academic Vice President, VUWSA on behalf of VUWSA President, Ms Sonya Clark, in relation to the Student Representation item.

Noted:

- 1 that the Chancellor had agreed to provide Ms Thompson with the opportunity to speak in support of Item 11 (see Minute 14.99) in the absence of the VUWSA President.
- 2 that Ms Thompson endorsed the representation principles that helped inform the recommendations, namely that VUWSA be recognised as the primary representative body for students, playing a pivotal role in student representation, strengthening the student voice and developing a vibrant student community; and that VUWSA will work closely in partnership with other independent student representative groups like the PGSA, Ngai Tauira, Pasifika Students’ Council and the International Students’ Council.
- 3 by Ms Thompson that some recommendations have already been implemented, including attendance of a VUWSA representative as a full member of the Academic Board and attendance at the Vice-Chancellor’s forums. She further stated that an effective voice works when the value of student representation is part of a firm belief that the student voice is inherently valuable.
- 4 that the Chancellor thanked Ms Thompson for her address and confirmed his support for the approach taken by VUWSA.

14.93 REPORT FROM THE CHANCELLOR

Received: a report from the Chancellor for the period ending 23 June 2014 (document VUWC 14/64).

Noted: that the Chancellor asked that the report be taken as read. There was no further comment or questions.

Resolved: that the Chancellor’s Report be noted.

Sawicka/Mitchell
Carried
140074

14.94 REPORT FROM THE VICE-CHANCELLOR

Received: a report from the Vice-Chancellor covering the period 9 April to 9 June 2014 (document VUWC 14/65).

Noted: that the Vice-Chancellor asked that the report be taken as read. There was no further comment or questions.

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

Alsop/Sawicka
Carried
140075

14.95 CONSOLIDATED FINANCIAL RESULTS FOR APRIL 2014

Received: the consolidated financial report for the period ending 30 April 2014 (document VUWC 14/66).

Noted: 1 that the consolidated surplus for the period ended 30 April was \$2.2 m,

- compared with a budgeted surplus of \$1.1 m.
- 2 that in response to a question from Mr Paviour-Smith, the Chief Operating Officer confirmed that EFTS numbers are monitored weekly as part of the domestic SAC fund. We are currently on track for 99% and efforts are being invested in 2nd trimester marketing to keep on track.

Resolved: that the consolidated financial report for April 2014 be approved.

Taylor/Morris
Carried
140076

14.96 GUARANTEED ENTRY SCORES

Received: a memorandum and document from the Deputy Vice-Chancellor (Academic) dated 24 June 2014 (document VUWC 14/67).

Noted: that after production of the Council papers an error was uncovered in the covering memorandum, Resolution 2, hence the provision of a revised green sheet and updated document via Diligent Board Books.

- Resolved:**
- 1 that the Guaranteed Entry Score remaining at 150 for all programmes with the exception of Architecture and Design be approved.
 - 2 that the Guaranteed Entry Score for the BAS and BBSc qualifications within the Faculty of Architecture and Design remaining at 180 be approved.

Morris/Daugherty
Carried
140077

14.97 CAMPUS DEVELOPMENT COMMITTEE TERMS OF REFERENCE

Received: the Campus Development Committee Terms of Reference (document VUWC 14/68).

- Noted:**
- 1 that the Campus Development Committee recommended at its meeting held on 27 May 2014 that the Terms of Reference be put to Council for approval.
 - 2 that the Chancellor asked that 1.1 be elevated to sit in the opening paragraphs of Point 1, rather than as a separate bullet point.
 - 3 that under 5.2 the words 'Chancellor and' be added prior to the words 'Committee's immediate attention'.
 - 4 that Ms Pilott sought comfort under 2.2 that the Committee was not empowered to stray into operational matters. The Chancellor asked that this be clear in the Terms of Reference.

Resolved: that the Campus Development Committee Terms of Reference, as amended, be approved.

Paviour-Smith/Walls
Carried
140078

14.98 HONORARY DEGREES AND HUNTER FELLOWSHIPS COMMITTEE – NEW MEMBER

Received: a memorandum from the Chancellor dated 23 June 2014 regarding the appointment of a new member to the Honorary Degrees and Hunter Fellowships Committee (document VUWC 14/69).

- Noted:**
- 1 that the place on the Honorary Degrees and Hunter Fellowships Committee for a Student Representative was previously filled by the President of the Post Graduates' Association.
 - 2 that the PGSA President for 2014 is Tim Brox who is willing to accept this role.
 - 3 that the VUWSA President asked that the Chancellor convey that the correct process for the nomination for a student representative on the Honorary Degrees and Hunter Fellowships Committee was that the nomination should come from VUWSA. Due process had not been followed, however it was acceptable to Ms Clark that the appointment proceed subject to the recommendation and endorsement of the VUWSA executive at their next meeting.

Resolved: that the appointment of Tim Brox to the Honorary Degrees and Hunter Fellowships Committee, subject to the recommendation and endorsement of VUWSA, be approved.

McKinnon/Alsop
Carried
140079

Note: Following the meeting, Ms Thompson, attending for Ms Clark, stated that the above could be achieved quickly by an email vote of the VUWSA Executive.

14.99 STUDENT REPRESENTATION

Received: a memorandum from the Deputy Vice-Chancellor (Academic) dated 23 June 2014 regarding Student Representation (document VUWC 14/70).

- Noted:**
- 1 that this item was brought forward as a matter arising from the Council meeting held on 5 May 2014 and that the Chancellor acknowledged the work of Ms Thorburn and Mr Alsop in what had been a very long journey involving significant time and work.
 - 2 by Mr Alsop that it was important that the student voice was represented even at times when it was critical of the University. He emphasised that all concerned want the same result - the best University possible - and a strong student voice was an important part of achieving this.
 - 4 that in response to a question from Ms Pilott, Ms Thompson advised that the Maori Students' Association has a Memorandum of Understanding which outlines the relationship with VUWSA.
 - 5 that the representation principles are as follows:
 - VUWSA be recognised as the primary representative body for Victoria students, playing a pivotal role in student representation, strengthening the student voice and developing a vibrant student community.
 - VUWSA will work closely in partnership with other independent student representative groups like the PGSA, Ngai Taurira, Pasifika Students' Council and the International Students' Council.

Resolved:

- 1 that Council note that the operational recommendations are being progressed.
- 2 that the representation principles of student representation be approved.

Alsop/Sutch
Carried
140080

14.100 FOUNDATION 2013 ANNUAL REPORT

Received: a memorandum from the Foundation's Executive Director dated 23 June 2014 providing a summary update on the Foundation's 2013 Annual report (document VUWC 14/71).

Resolved: **that the summary memorandum on the Foundation's 2013 Annual report be noted.**

**Walls/Daugherty
Carried
140081**

14.101 REPORT OF THE ACADEMIC BOARD

Received: a memorandum from the Deputy Vice-Chancellor (Academic) dated 16 June 2014 providing a report on the Business of the Academic Board (document VUWC 14/72).

Noted: that in response to a question from the Pro Chancellor the Vice-Chancellor advised that double labelling was a device to enable a course to be recognised in a number of faculties. Deans have been asked to minimise double labelling by removing any that are not essential.

Resolved: **that the contents of the report on the Business of the Academic Board from the Deputy Vice-Chancellor (Academic) be noted.**

**Walls/Mitchell
Carried
140082**

14.102 REPORT ON EQUITY AND DIVERSITY, LEARNING AND TEACHING, AND STUDENT EXPERIENCE

Received: a memorandum from the Deputy Vice-Chancellor (Academic) dated 17 June 2014 providing an executive summary for the Report on Equity and Diversity, Learning and Teaching, and Student Experience (document VUWC 14/73).

Noted:

- 1 by the Vice-Chancellor that there was reasonably positive progress underway supported by a strong set of programmes.
- 2 that Mr Finny commented on the marked improvement in retention rates for Maori students.
- 3 that Mr Alsop spoke about the issue of 'women in leadership' noting that work was continuing in this area.

Resolved: **that the contents of the executive summary and the Report on Equity and Diversity, Learning and Teaching, and Student Experience be noted.**

**Finny/Alsop
Carried
140083**

14.103 REPORTS FROM COMMITTEE CHAIRS

Noted: that there were no reports from Committee Chairs.

14.104 RESPONSE TO COUNCIL WORKSHOP – 26.05.14

Received: an oral report from the Chair and Facilitator on the Council Workshop held on 26.05.14.

Noted: that the Chancellor confirmed that this Workshop included the fifth of six outside speakers, Ms Julia Davidson, Principal of Wellington Girls' College. The outside speakers have provided input as part of the formulation of the new Strategic Plan, an ongoing process.

Resolved: that the oral report from the Chancellor on the May Council Workshop be noted.

**Morris/Walls
Carried
140084**

14.105 FORTHCOMING EVENTS FOR 2014

Received: a memorandum from the Secretary to Council dated 23 June 2014 (document VUWC 14/74) listing events of significance for Council members during 2014.

Noted: by the Chancellor that in response to feedback regarding Graduation Ceremonies, new timing will be trialled in December. If well received, the changed timing will be continued with for Graduation in May 2015.

New December timing:

a morning ceremony at 10.30 am (formerly 1.30 pm)

the parade at 3.00 pm (formerly 12 noon)

a late afternoon ceremony at 4.30 pm (formerly 6.00 pm).

Resolved: that the memorandum from the Secretary to Council on Forthcoming Events for 2014 and the revised timing for December Graduation be noted.

**Mitchell/Sawicka
Carried
140085**

14.106 MINUTES OF THE COUNCIL MEETING HELD ON 5 MAY 2014

Received: the Minutes of the Meeting of Council held on 5 May 2014 with the public present (document VUWC 14/76).

Noted:

- 1 that the Minutes had been brought forward from Part B to Part A by the Chancellor due to an error in the attendance list, notably that Professor Walsh was not present as it was the first meeting of Council attended by Professor Grant Guilford as the new Vice-Chancellor.
- 2 that Ms Sutch advised that she was also left off the attendance list.

Resolved: that subject to the above amendments the Minutes of the Meeting of Council held on 5 May 2014 with the public present be approved.

**McKinnon/Mitchell
Carried
140086**

14.107

RESOLUTION CONCERNING THE EXCLUSION OF THE PUBLIC

Received:

a recommendation that certain items be taken with the public excluded (document VUWC 14/75).

Resolved:

that the public be excluded from the meeting for the discussion of items 29-46 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

140087

PART B

It should be noted that the Council Minutes were brought forward to Part A and approved under Minute 14.106

14.108 MINUTES OF THE ACADEMIC BOARD

Received: the Minutes of the Academic Board meetings held on 17 April 2014 (VUWC 14/77) and 29 May 2014 (document VUWC 14/78).

Resolved: that the Minutes of the Meetings of the Academic Board held on 17 April 2014 and 29 May 2014 with the public present be noted

Carried
140088

14.109 MINUTES OF THE FINANCE COMMITTEE

Received: the unconfirmed Minutes of a meeting of the Finance Committee held on 9 June 2014 with the public present (document VUWC 14/79).

Resolved: that the unconfirmed Minutes of a meeting of the Finance Committee held on 9 June 2014 be noted.

Carried
140089

14.110 MINUTES OF THE CAMPUS DEVELOPMENT COMMITTEE

Received: the unconfirmed Minutes of a meeting of the Campus Development Committee held on 27 May 2014 with the public present (document VUWC 14/80).

Resolved: that the unconfirmed Minutes of a meeting of the Campus Development Committee held on 27 May 2014 with the public present be noted.

Carried
140090

14.111 LIBRARY STATUTE

Received: a memorandum and revised Library Statute from the University Librarian dated 5 June 2014 on proposed amendments to the Library Statute (document VUWC 14/81).

Resolved: that the amendments to the Library Statute be approved.

Carried
140091

14.112 QUEEN'S BIRTHDAY HONOURS

Received: the list of graduates, friends and associates of the University who received awards in the 2014 Queen's Birthday Honours (document VUWC 14/82).

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

Carried
140092

14.113 UNIVERSITY COMMON SEAL

Received: a memorandum from the Secretary to Council dated 23 June 2014 regarding entries in the Seal Register (document VUWC 14/83) advising that there were no entries in the Seal Register for the period 29 April 2014 to 23 June 2014.

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

**Carried
140093**

14.114 DEGREES TO BE GRANTED

Received: the list of degrees, diplomas and certificates granted on 30 June 2014 (document VUWC 14/84).

Resolved: that Council grants the degrees, diploma and certificates in this University on those persons listed in the document VUWC 14/84, and that their names be entered on the Roll of Graduates on 30 June 2014.

**Carried
140094**

14.115 FORTHCOMING MEETINGS

Noted: that the next meeting of Council will be the Council Workshop to be held on 28 July 2014 at 2.00 pm at Rutherford House.