



**EMBARGOED UNTIL 4pm WEDNESDAY 28 MARCH 2018**

## Agenda

Date **Wednesday 28 March 2018**  
Time 4.00pm  
Venue Council Chamber, Matariki

Refer to  
Page No.

1. APOLOGIES:
2. CONFLICTS OF INTEREST  
*Every Member has an obligation to declare any material interests relevant to any University of Canterbury activities and to ensure that any conflict arising from the material interests is noted and managed appropriately*
3. MINUTES (28 February 2018) 1-6
4. MATTERS ARISING

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9.1 Academic Board Report 75-78

10. **PUBLIC EXCLUDED MEETING**

Motion by the Chancellor for Resolution to Exclude the Public Pursuant to s48 of the Local Government Official Information and Meetings Act 1987:

**I move that the public be excluded from the following parts of the proceedings of this meeting, namely:**

Item on Public Excluded Agenda	General Subject Matter	Reason for passing this resolution in relation to each matter	Grounds under section 48(1) for the passing of this resolution
4	Minutes of the meeting held on 28 February 2018 with the public excluded	These items concern matters that were previously dealt with during proceedings of Council from which the public was excluded.	
5	Matters arising from those minutes		
6 6.1	<b>From the Chancellor</b> Council member selection criteria and processes	To protect the privacy of natural persons To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(a) 7(f)(i)
7.	<b>From the Vice-Chancellor</b>	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
8.	<b>From the Finance, Planning and Resources Committee</b>		
8.1	UC Futures		
8.1.1	- UC Futures Summary		
8.1.2	- Rehua Budget Update		
8.1.3	- Rehua Timeline		
8.1.4	- RRSIC and CETF		
	Bond Release Information		
8.2	Naming Rights Policy		
8.3	Student First Update Report		
8.4	Dr Mickle Fund Update Report		
8.5	Movements in Year End		

**discussed, and is relevant because of their involvement in the development of the reports to Council on these matters.**

11. REPORT FROM THE PUBLIC EXCLUDED SESSION  
11.1 UC Trust Funds Financial Statements 31 December 2017
12. GENERAL BUSINESS
13. NEXT MEETING –**THURSDAY** 26 April 2018



# COUNCIL

## Minutes

Date	Wednesday 28 February 2018
Time	4.00pm
Venue	Council Chamber, Level 6 Matariki
Present	Dr John Wood (Chairman), Mr Peter Brown, Mr Scott Brown, Mr Shayne Te a, Mr Steve Wakefield



FROM THE  
CHANCELLOR

Chancellor's Meetings  
The schedule of meetings was noted for information

#### Council Appointments Statute

The Chancellor discussed the need for this statute to be reviewed following an opinion received from Emeritus Professor John Burrows and Dr Robin Mann in response to a letter from the Minister of Education. While Council was already compliant with the Minister's request, the proposed changes would clarify the processes followed for the election and appointment of members of Council.

The Chancellor also noted that other Chancellors had not sought legal advice and he had shared the Burrows/Mann advice with them. Council members noted that Council had good processes and it was fortunate to have access to the services of Professor Burrows and Dr Mann.

Moved

That the amended Council Appointments Statute be approved.

Carried

#### Council Work Plan 2018

An updated copy of the Work Plan was tabled and Mr Field noted the changes since the plan was last tabled. This was a dynamic document that provided information on the programme of work for Council for the coming year.

Mr Warren Poh spoke to a tabled paper on the Health and Safety visits for 2018. Four dates had been agreed with the Health and Safety that aligned with FPRC meetings: two to work sites managed externally by contractors and two business-as-usual sites. Council members were urged to try to attend at least one of each type of visit. A tour of the Rehua site had been arranged for the UC Future Centre on Monday 5 March which Mr Poh would join. He would report back to FPRC on 19 March and a decision as to whether Council needed to visit the site in either April or June would be made at that time. The UCSA site was suggested as a possibility for a work site visit later in the year.

#### Degrees conferred in absentia

The Chancellor advised Council that the schedule of degrees awarded in absentia had been approved and the names of the graduates were entered into the public record.

FROM THE VICE -  
CHANCELLOR

#### Monthly Report

Dr Carr took his report as read and provided an update on a number of matters

- x The Ernest Rutherford building had been opened by the Prime Minister in a ceremony that had been well received.
- x The Unicycleway had been commemorated in memory of those connected to the University killed in the 2010/2011





Carried

PUBLIC EXCLUDED  
MEETING

Moved

That: the public be excluded from the following parts of the proceedings of this meeting, namely

Item on  
Public  
Excluded  
Agenda

General Subject Matter

Reason for passing this resolution in relation to each matter

Grounds under section 48(1) for the passing of this



# Memorandum

Vice-Chancellor's Office

Email: [chancellor@canterbury.ac.nz](mailto:chancellor@canterbury.ac.nz)

To:	Council Members
From:	Dr John Wood, Chancellor
Date:	21 March 2018
Subject:	CHANCELLOR'S MEETINGS

I outline for you the key events I have attended on behalf of UC since my last report to Council have indicated (with an asterisk) those events at which I was required to deliver a speech. Those speeches can be viewed in the "Chancellor Speeches" folder on the Council's SharePoint site.

- x Participated in two teleconferences with Julie Steiner, Odgers Berndtson
- x Attended UCF Board of Trustees meeting
- x Attended GOG meeting
- x Attended Canterbury Labour MP's Back to Work Party
- x Attended a morning tea for visiting Erskine Fellows
- x Addressed the opening of the UC Child Wellbeing Institute\*
- x Attended the CFO of the Year Awards
- x Attended Executive Committee meeting
- x Attended Audit and Risk Committee meeting
- x Attended Finance, Planning and Resources meeting

with Minister Kelvin Davis.

Dr John Wood  
Chancellor





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## 1. INTRODUCTION

The new teaching year has commenced with gusto and the entire university has a positive vibe with some additional thousand students on campus. At an Institutional level, we have had a 4.5% increase in domestic EFTS and a 24.7% increase in full fee paying international EFTS. These increases are in line with the 2018 budget for domestic EFTS (+5%) and ahead of budget for full fee International EFTs (+9%) and clearly point to UC being on a trajectory for full financial recovery in 2019. All Colleges have reported uplifted EFTS of between 3.9-7 % for 2018. It is particularly gratifying and important for the whole university to see significant increases in Arts students with an increase of 61%. It remains unclear whether one or more drivers of student recruitment (including the fees policy) or more likely a combination of factors, has driven this increase. The university has just commenced an Early Experience survey with students which will provide insight into the motivations of students coming to UC.

The building programme continues to be topped. Canterbury Engineering the Future (CETF) and the Rutherford Regional Science and Innovation Centre (RRSIC) Stage 1 – the Ernest Rutherford building – are now essentially in full use for teaching, and progressively ramped up for research, though final contractual close out and payment for both has yet to be finalised. Both CETF and Ernest Rutherford are stimulating students and providing awaited infrastructure for staff.







### Attribute 3: Engaged with the Community

Learning Objective: Students will have observed and understood a culture within a community by reflecting on their own performance and experiences within that community.

UC students took part in the Big Give on March 3. Hundreds of students joined the Student Volunteer Army(SVA) and took part in a day of volunteering at Godley Head, giving back to the community. Activities included restoring historical WWII buildings.

### Attribute 4 : Globally Aware

Learning Objective: Students will comprehend the influence of global conditions on their discipline and will be competent in engaging with global and multicultural contexts.

An excellent example of global awareness in the classroom is the teaching initiative between the University of Helsinki and the University of Canterbury. In the initiative, students from New Zealand and Finland are working together on assignments and lectures delivered via Facebook and a chat app. UC's Head of [Media and Communication](#), Associate Professor [Lassal Matheson](#), says this international digital classroom expands students' horizons, while building international bridges in an educationally meaningful way. Associate Professor Matheson presented at the 2016 Tw 2 vUC<</MC





## Accommodation

All halls are at capacity with first-year students arriving for orientation. There are more than 100 extra first-years in halls in 2018. Halls Orientation and welcome activities went well.

More than 200 international students arrived between 18 February when student mentors were meeting and greeting at the airport. On those days, 70.6% of all students who had booked airport pickups were personally greeted by UC students on arrival.

Of note was an increase in students arriving late at night. Compared with 27.1% who arrived outside office hours last year, this year we had 34.3% either arriving early (12.4%) or late (21.9%).

Of all students who had booked an airport pickup this year 30.2% were taken to off-campus destinations, compared to 20.6% last year. Most of this is attributed to Malaysian students on a MARA scholarship. It is well-known that the Malaysian cohort has a well-established off-campus network.

Between 1 January and 6 February, 143 students booked airport pickups compared to 63 last year.

The welcome centre helped 3624 students with enquiries between 7 February and 7 March.

Accommodation now has a fixed-term Kiwi Host Coordinator to help plan the programme for the 45 Tokyo City University students in Semester Two

The welcome centre, Airport pickup service and Kiwi Host are funded through accommodation application fee revenue.

All affiliated houses have been handed back to landlords. One is managing 12 Kirkwood (six onebed units) and Grad House (30 rooms) both are at maximum capacity.

## Disability Services

As at the end of week two, Advisors have registered 318 new and continuing students with various support needs, including notetaking and exam accommodations. Of those, 169 students requested notetaking support for 256 different courses, and 81% of these notetaking needs are being covered through the use of 108 student peer note takers. Casual staff are being used to cover the remainder.

Fifteen students have also received practical demonstrations of assistive technology that will be helpful with their studies, and 17 electronic textbooks have been requested by students with print disabilities, enabling text to be read out aloud with their computers. Audials have also been captioned for hearing impaired students.

Term One's New Zealand Sign Language course is full with 20 staff and students learning basic sign language. Many attendees acknowledge how complementary this learning is to their work and study. These introductory courses will be offered again in terms two, three and four.

In February, two DRs registered students were delighted to receive grants from the Judith Ensor Prize for Students with a Specific Learning Difficulty, which was a positive start to their

## Student Success

### 3.9.1 Student Care

During February Student Care recorded 250 student engagements, with a unique count of 170. Additionally, the team managed:

- x ongoing staff enquiries about particular students they are needing guidance/advice about.
- x one International Student Welfare fund application.
- x several critical incidents: Student Care supported the students involved and liaised with

### 3.10.1 Strategic Development

Pasifika Talanoa professional development days have now been developed and will take place on 27 April and 12 November. This opportunity is included among the Teaching and Learning professional development offerings available to UC staff.

Pasifika Talanoa is for all staff who wish to deepen their understanding of Pasifika perspectives and increase effective engagement with Pasifika students, families and communities.

A Pasifika resources web page on Learn is currently being developed to allow UC staff to access a number of resources under the Pasifika Resource kit.

The Pasifika Advisory Group of UC staff from a range of Colleges and service groups has met for the first time in 2018. The group will examine a review of the 2014-18 UC Pasifika Strategy and begin the process of developing a new UC Pasifika Strategy for 2018-22.

The team will examine a new supplementary tutoring initiative this year. This involves a successful third-year student attending classes with a particular cohort, mentoring them over the year and attending their tutorials. Implementation will occur from 2019, with the School of Law and the College of Education Health and Human Development interested.

### 3.11.3 Golden Key

UC's high academic achievers were recognised in late February via an invitation to join the International Golden Key Honour Society. The Society recognises students whose overall GPA after a full year of study places them in the top 15% of their faculty, and focuses on the three pillars of Academics, Leadership and Service. The Society has had a UC chapter since 1999, and this year invited 1423 students. The new email invitations were received. New members will be officially recognised at a ceremony in April.

### 3.11.4 International Welcome



### 3.11.9 UC RecCentre

The new Intellifitness and sign up system has been installed, providing a platform for more functionality, reporting and ultimately a better customer experience.

The RecCentre supported a number of events on campus in February, including International Student Welcome, UC Maori Orientation, Orientation Day, Welcome Centre and the Summer Wellness Expo. It is currently supporting five UC students in internships, across Group Fitness, Fitness Consulting and Health Promotion programmes.

### 3.11.10 UC Sport

The UC Falcons Women's Rugby Sevens team competed at UTSNZ National Tournament, narrowly losing the final to Waikato, which was held at Waikato Stadium as part of the International Sevens World Series tournament. Student Grace Brooker was named in the Tournament team.

A number of current students, alumni and sport science centre clients have been selected recently as part of the New Zealand team to attend the Gold Coast Commonwealth Games in April.

Angie Petty, Brad Mathas, Tom Walsh (Athletics), Tayla Bruce, Katelyn Inch, Ali Forsyth, Jo Edwards, Shannon McIlroy (Bowls NZ), Ben Oliver, Anton Cooper, Olivia Podmore, Alex Frame, Linda Villumsen, Natasha Hansen, Dylan Kennet, Shane Archbold, Jack Bauer (Cycling), S Pascoe (Swimming), Andrea Hewitt (Triathlon)

Matthew Ingram (UC Sport staff) will travel to the Commonwealth Games as support to the swim team, as well as ex staff member Matthew Shallcross Head Coach of the Men's endurance cycling team.

UC alumnus Jamie Prebble recently competed at the Pyeongchang Winter Olympic games.

## 4. CONCENTRATE

Enhance research and creative work in chosen areas of endeavour, increasing efficiency, especially in the use of time in teaching and related activities per; Enhancing quality in teaching effectiveness and research outputs and increasing focus and concentration of effort

Deputy Vice-

The Early Experience Survey of first year students was launched on 7 March. This survey aims to understand student motivations drivers for selecting to study at UC and early barriers to their success. For example, we have asked questions in the area of the “Fe

#### 4.1.4 Research Development

R&I has completed the funding round for the MBIE Endeavour Fund and the Marsden Fund. UC submitted 12 Smart Idea proposals and 11 Research Programmes to the Endeavour Fund. As well, UC is named in at least 14 Research Programme proposals being submitted by other organisations. UC submitted 80 proposals to the Marsden Fund proposals which is below previous years of EOI submission. The outcomes of both funding rounds are expected in October.

The PBRF project is in its final stages, with the deadline for staffing data and portfolios to be submitted to the TEC by 6 July. At present, the number of staff submitting portfolios is 583, but this

#### 4.1.7 Postgraduate Research

Current enrolled Doctoral students for February 2018 were 899 and research Masters 241. Masters research numbers have dropped markedly in February as many Masters Part II thesis students are required to submit their thesis in February.

Highlights for the month include:

30 new Doctoral students enrolled in February (12

#### 4.2.2 Te Ohu Reo

With the opening of the Engineering Core and the Rutherford building, it is very pleasing to see the bilingual location signs being installed. Developing naming for these areas was a very large part of the work carried out by Te Ohu Reo in 2017. These bilingual signs set the standard for the University and support the use of te reo in the university environment. The RRSIC naming work highlighted the need for te reo technical terms use in the tertiary sector. Further development of technical terms may need to be a national collaboration.

Te Ohu Reo is now working on many UC publications including recruitment material for publication later in 2018.

#### 4.2.3 Kai —rahi Colleges

Te Ohu Reo is continuing their mahi with colleges to develop and enhance courses. The roles are as follows:

- x College of Arts – Te Ohu Reo will also work with the College of Education's School of Health Sciences, Sport and Physical Education and the School of Educational Studies and Leadership. She will work with the College of Engineering on the Product Design mahi.
- x College of Business and Law – Te Ohu Reo will work with the College of Engineering (other than Product Design).
- x College of Education, Health and Human Development – Te Ohu Reo will focus on Teacher Education while Jeanine Tamati will work with Health Sciences, Sport and Physical Education, and the School of Educational Studies and Leadership.
- x College of Engineering Abby Suszko and Jeanine Tamati (as noted above).
- x College of Science – Te Ohu Reo will work with the College of Engineering (other than Product Design).

#### 4.2.4 Te Ohu Reo

Te Ohu Reo is continuing their mahi with colleges to develop and enhance courses. The roles are as follows:



### 5.1.1 Project Communications

Ten thousand UC Campus Pocket Maps were distributed for the start of the academic year. The maps have become incredibly popular across University. Not unexpectedly, with significant change ongoing around the campus, the process for maintaining online campus maps has become complex and will be simplified.

The Cultural Narrative video is now widely available and has been requested for use by numerous staff for inclusion in induction materials for the start of the year.

A video has been produced of the unveiling of the Roimata sculpture on 22 February. It will be used as a standalone video to support commemorative activities on campus, a segment included in the Cultural Narrative video.

Initial testing of Bluetooth beacons as part of a digital and mobile student engagement project was undertaken at the opening of Ernest Rutherford and at International Enrolment.

More than 2,000 new-to-UC students spoke with UC staff about Health and Safety on campus, entered the UC Security number into their mobile phones, and received Think first drink bottles on Orientation Day on 16 February.

The new Health and Safety 101 video was also launched on Orientation Day at College information sessions. The video is available on the UC website and student blog and has been promoted via the student newsletter and various email outs to new students.

Content preparation has started for the UC Foundation 2017-2018 Report.

### 5.1.2 Media

February media coverage of UC related topics was again overwhelmingly positive. More than 120 media queries were received, with coverage highlights including the Prime Minister's official opening of the Ernest Rutherford building, ~~free~~ study and 2018 enrolments.

Local and international interest in the University's 600+ old genealogical scroll, the Canterbury Roll, continued and UC medieval historian Dr Chris Jones was interviewed by RNZ's Kathryn Ryan. Other coverage included the development of a new computer chip that mimics a human brain and could power everyday devices, an online bibliography of writing by Maori in English, seismic technology advances in new buildings, Antarctic orca research and UC students creating a world-first 3D-printed titanium engine for their Eco-marathon car. In a Press op; UC Law lecturer Dr





### 5.1.9 Canterbury University Press - Publications

Prepress work continued on eight print publications for 2018, one of which (Letters of Arthur Prior to Ursula Bethel) has potential to contribute to PBRF. It is anticipated that CUP will publish another volume in the Ka Roimata Whenua Series in association with UC's Ngai Tahu Research Centre later this year. Beyond Manapouri: 50 years of environmental politics in New Zealand was completed and is now in press, with delivery estimated for the end of May. Planning has begun for a launch in Wellington where many of the major entities/players are based. The assessment process for several manuscript proposals was progressed.

There was good coverage of CUP titles in the media. The Long Dream of Waking: New perspectives on Len Lye was reviewed in Art New Zealand and Art News NZ. The book, which was launched in Christchurch in November 2017, was launched in Auckland at the opening of a new exhibition on Lye at the Starkwhite Gallery on 7 February. New China Eyewitness: Roger Duff, Rewi Alley and the art of museum diplomacy was reviewed on Southland Radio <http://www.accessradio.org/Player.aspx?eid=071f2f6d746a58e4bf648002d4ec2>

An updated reprint of French Akaroa is in press. As West Coast Walking, which was reprinted with updates and corrections in January 2018, this is a backlist title that enjoys sustained interest in the local and tourist markets.

The twiceyearly processing of royalty payments is under way.

#### 5.1.10 Philanthropic Support: UC Foundation

	Income	Distribution
2017 Year End	\$10.9m	\$8.8m
2018 Target	\$10.5m	\$6.5m
2018 Year to Date	\$0.5m	\$0.2m
Total since 2001	\$74.5m	\$40.0m

	Donors	Gifts
2001 to date	7,614	25,245
2018 Year to Date	160	125

Work continues to identify and value possible sponsorship opportunities for UC at the Arts Centre, the UCSA and for Sport & Recreation.

### Stewardship

UCF Trustees are continuing to make donor thank you calls which is seeing an uplift in repeat donations. Support for Field Station (Cass) was secured and received by Learning Resources from Graduate Women. Brian and Sue Service from the Ed Bates visited the Arts Centre and several supporters of Science were at the opening of Ernest Rutherford building.

### Alumni

A family fun day was held in the llam gardens in beautiful weather and was enjoyed by those who attended. Alumni marketing campaign photos and interviews have been completed, with website and advertising to be in market soon.

We had been budgeting for an operating deficit as at the end of February 2018 of \$(2.284)m, but have returned an operating surplus of \$1.856m. This is a favourable variance to budget of \$4.140m.

Capital expenditure is \$7.014m below budget. \$6.727m of the expenditure incurred to date is UC Futures related (CETF, RRSIC, and Rehua) against a year to date budget of \$17.815m. The remaining capital spend (excluding UC Futures) against budget, is favourable by \$5.926m.

#### 7.1.1 Cash Flow

The February 2018 cash position of \$316.845m is higher than budget by \$3.187m due largely to higher than expected balances at 31 December 2017, additional cash received related to free fees, lower operation spend, and failure to meet budgeted Tf ( )Tj 0.004Can(e)4 (t)-2 ( bu (e)4 (t)-2 ( bud)-1

Research activities strong. The PBRF exercise is in its final stages, and thanks and credit go to our PBRF advisors, who have worked tirelessly to ensure every portfolio is of the highest standard. There were a good number of Marsden applications submitted this year, and the College has committed resource to support to any applicants who make it to the second round. Planning is well underway for major international conferences in 2019 and 2020 in the areas of Human Animal P a-10

In similar vein, Associate Professor Jerzy Bialkowki has been leading a number of initiatives to ensure that the UC Trading Room is a truly-wide resource to support 'hands on' student learning. Since the opening ceremony in October 2017, the UC trading room has become a well used teaching and research resource. It has also helped UC to foster stronger engagement with the finance industry, which is keen to connect with UC students and graduates. During the last three months, the Trading Room has run more than 20 training sessions for UC staff and students. This year, students studying seven or more different UC Finance courses will use this facility as part of their course. The UC Trading Room has also proved popular for extra-curricular and School outreach events. In November 2017 alone, 305 students were registered and involved in such events. Upcoming events include two investment competitions sponsored by the finance industry, an external speaker series and a 'Women in Finance Symposium' scheduled for May.

#### College of Engineering (7 H 5 — QINDUK B)

Around 900 first year students (Engineering, Product Design and Forestry) attended Orientation Day on 16 February, which included the PVC Welcome, Deans presentation (academic and support information), tours of departments and campus to Next year, we hope to run two sessions back-to-back to accommodate all the students, as space was limited this year.

The Core building is being used by more students than ever, and more events are taking place. Coupled with the recent return of the Mechanical and Civil and Natural Resource (CNRE) wings to the College, we are now benefitting from the investment in our facilities – though there are still some challenges.

Small parts of Chemical and Process Engineering and Electrical and Computer Engineering are not

In marking this milestone for UC, Chancellor John Wood and the Hon. Ruth Dyson spoke to the importance of the establishment of the Institute, and the potential to enhance the lives of New Zealanders. The Institute will be a leading and using culturally responsive research practices to develop a strategic discourse







Teaching commenced at the start of Semester One. Only minor issues experienced. Establishment of research facilities continues to be phased into the building, as relocation for some groups is less critical than others. Current temporary facilities allow continuance of some research activity. Complexity of establishment of research equipment into the new building requires extended periods of time to complete. Completion of outstanding defects, some outstanding critical works and provision of all final documentation, including O&M manuals, has caused predicted delay in Practical Completion being awarded. Some of these dependencies will now be frustrated by UC's occupancy UC

- x An independent H&S audit in February identified some areas for improvement. The general standard of housekeeping and PPE compliance improved considerably over previous reports. Minor hand injuries have increased as a result of the different work in progress during the fit-out stage.
- x TPO is implementing specific works stream management in collaboration with Hawkins to support an efficient closeout of the construction works.

### Other Buildings/ Projects

#### UCSA

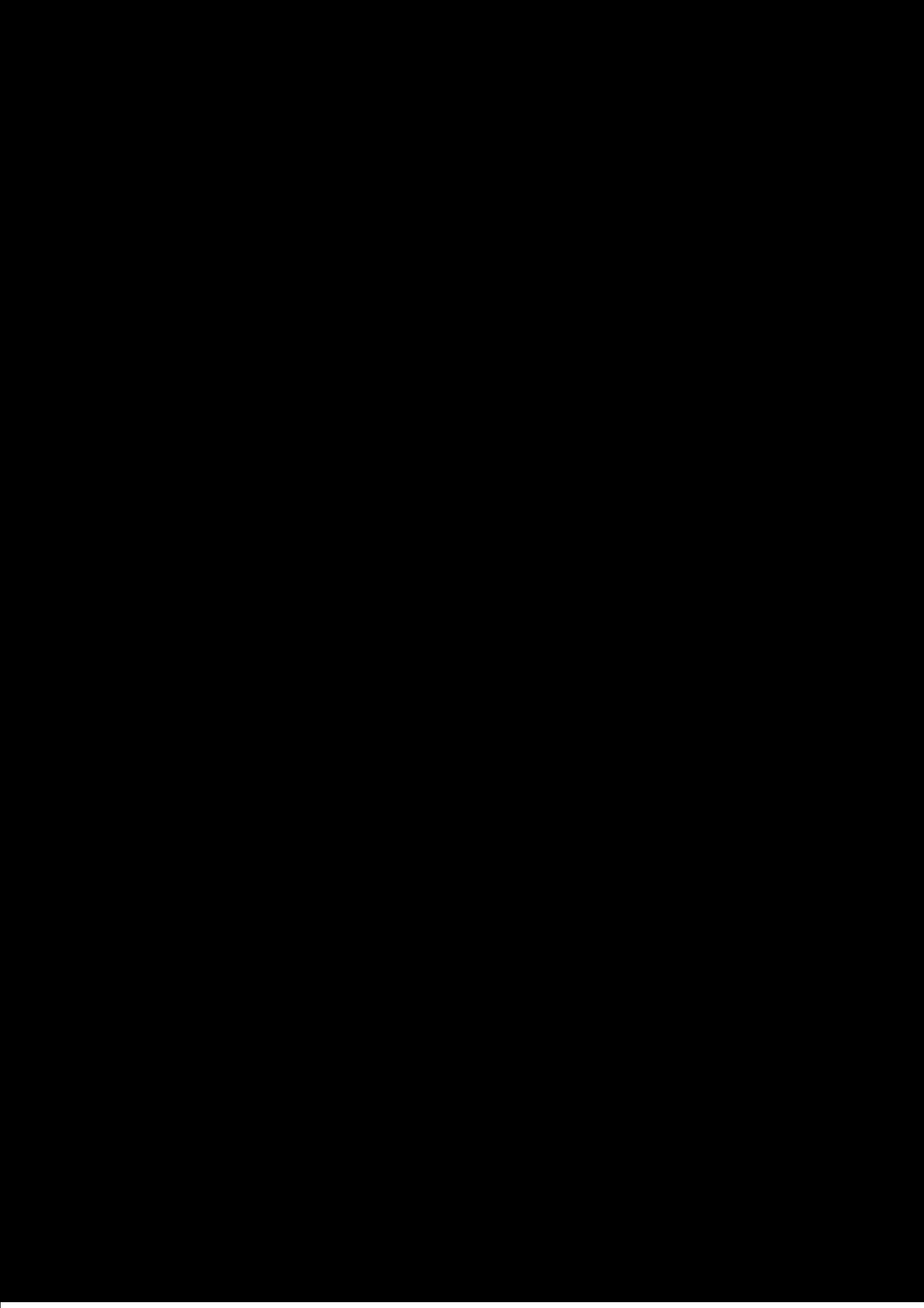
- x Delays are currently expected as a result of the lack of design completeness and coordination. The full impact of this, with recommended mitigation and acceleration measures, are still being developed in conjunction with the contractor and will be better understood by the team when the contractor lodges another updated program in early March 2018.
- x The mechanical services design of the building is the current critical weakness within the project and the project and Capital Works management team are actively working to address this with appropriate measures.
- x The Wellness Precinct Infrastructure works is nearing completion with the Health Centre, sub-station and major disruptive areas ~~works~~ completed before commencement of Semester One. The reinjection bore is the only significant infrastructure component left to be constructed.
- x The UCSA fit-out design and procurement strategy is ~~under~~ progressing on track and within budget.

## Alice Candy Refurbishment for UCIC

- x The refurbishment of the Alice Candy building is well under way and is planned to be complete by early May 2018. The building will be ready in advance of the planned decant from Kirkwood Village in late May 2018.
- x The project is currently forecasted to be within the approved Business Case budget.

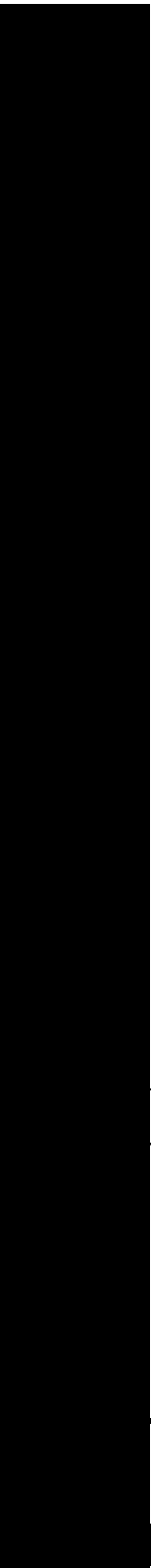
## Projects in planning this month include:

- x Procurement of a funding partner for future Student Accommodation (ITPD).
- x Communication Disorders relocation.
- x College of Business and Law growth/accommodation planning.
- x Next stage of Recreation Centre Business Case.
- x Implementation of Clearing the Villages project phases.
- x New Learning and Teaching Spaces planning for 2018/2019.
- x Kaikoura Field Station Business Case.



Appendix 3: VC & Acting VC Activities

Past



## Enrolment Table

2017/8 Budget and Forecast is not calculated down to year at UC.

Enrolment data is based on the same date across years i.e. 6th Jan vs 6th Jan

ATE data is based on student headcount and based on the students citizenship status rather than fee type. Enrolment data is based on the students citizenship status rather than fee type. Enrolment data is based on the students citizenship status rather than fee type (Domestic or International). 'International' refers to the students NZ citizen/residency status rather than their fee paying status. Most international students with paym~~nt~~ntal fees bu0.7 (r)-181.3 (n)1-1.6 (l)1 ( n689ic (u)-12 (F)1.s C 23 >>BDO







# Memorandum | Pukapuka

Financial Services | Te Ratonga Ahumoni

Office: 6th Floor, Matariki

Extension: 93454

Email: [keith.longden@canterbury.ac.nz](mailto:keith.longden@canterbury.ac.nz)

To:	Ki:	Council
CC:	d Œ μ W	
From:		
Subject:	Kaupapa:	31 December 2017 quarterly capital expenditure report
Purpose:	Aronga:	For information

I attach the Quarter 4, 31 December 2017 capital expenditure report.

The report shows continuing progress on many projects, but with



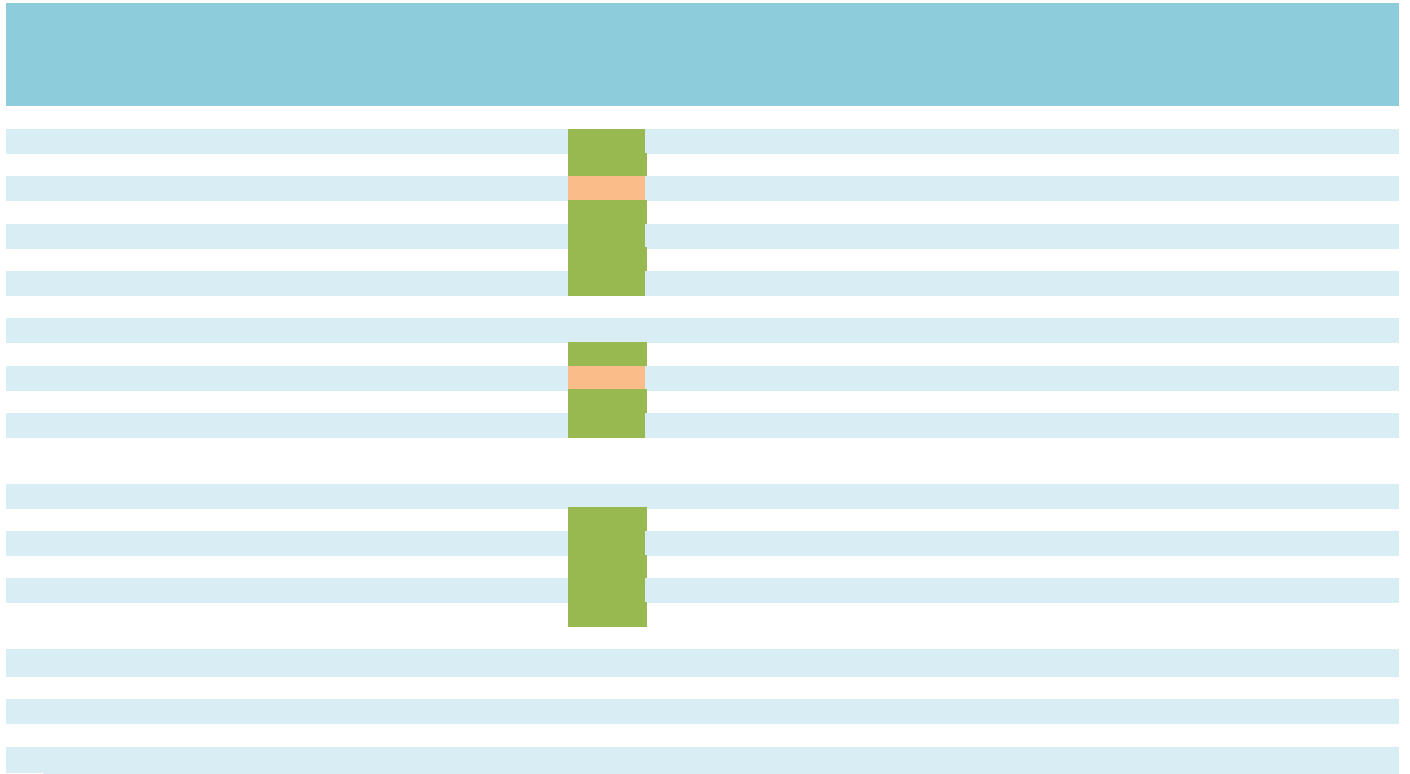
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## Capital Projects- In flight (excluding UC Futures projects)



## 5 Year Forecast



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## UC Futures











# Audit and Risk Report

To:



I am extremely proud of our Health and Safety Team Co-ordinator Angie Wellington who passed her National Examination Board in Occupational Safety and Health (NEBOSH) Certificate with Credit. This achievement shows commitment to the team, UC and should assist in her career development.

Annual Safeguard New Zealand Workplace Health and Safety Awards (Sponsored by WorkSafe) celebrate the best Health and Safety initiatives and the dedicated people working to improve Health and Safety outcomes in New Zealand. Any organisation which operates in New Zealand can enter within a selection of 9 categories. I would consider nominating UC for the 2019 awards if approved by SMT.

### 3. Health Safety and Wellbeing Priorities

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## 5. Health Monitoring

UC currently provide Health monitoring to a significant number of staff, some of which may or may not require such testing as defined under the Act.

Note: Because of the long period between exposure to a Health hazard and harm occurring, UC should not rely solely on Health Monitoring. A combination between Health Monitoring and Exposure Monitoring gives more insight into the effectiveness of controls in a workplace.

During Y18, the Health and Safety team will be carrying initial Environmental/Exposure Workplace monitoring where required/requested.

Our Health Monitoring Protocol final draft is under review with a HR/HS combined workgroup.

Y17 Health Monitoring Statistics :

Type of Test	Reason	# Staff 2017
Spirometry Testing	Staff exposed to hazardous dusts/fumes	52
Audiometry	Staff exposed to excess noise	88
Skin Checks	Staff exposed to UV	52

## 6. Training

Following an initial review of external providers, it

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## 7. Governance Tracking and Reporting

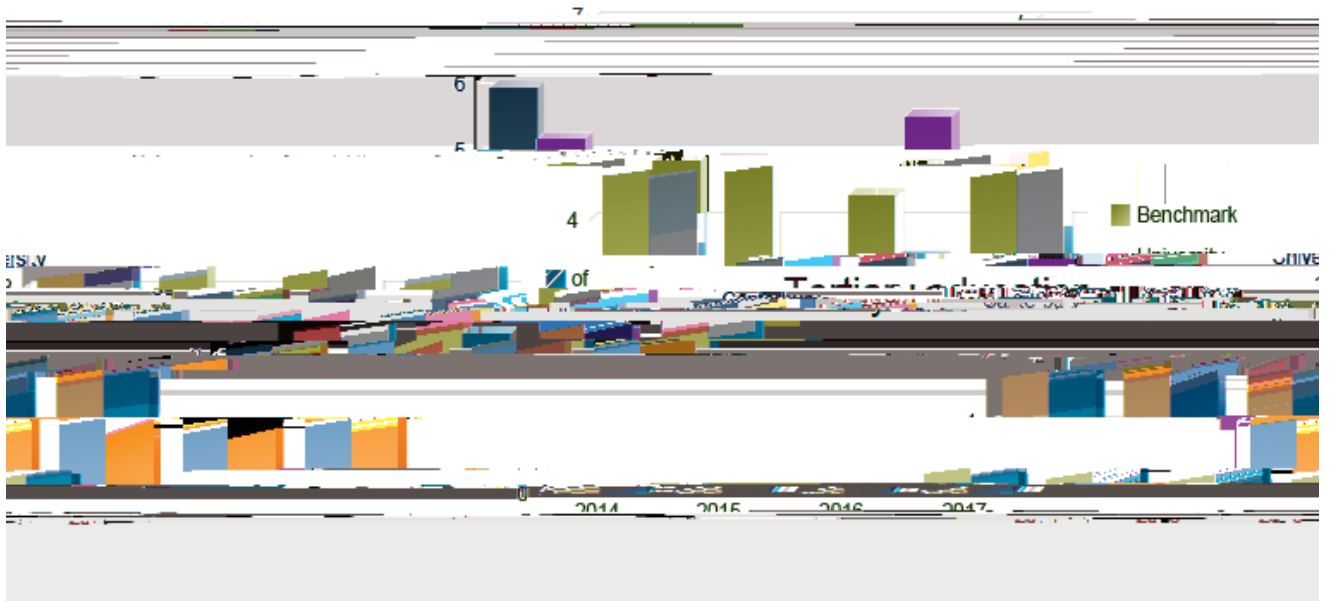
Observations of the effectiveness of UC Health and Safety Governance and supporting management systems include:

- x Council Safety walkabouts. These are helpful in raising culture from ground level upwards and are extremely well received. Council conversations between students and staff display a healthy supportive culture and commitment to Health, Safety and Wellbeing;

## 8. ACC Benchmarking

The University of Canterbury continue to track well within national tertiary education statistics in the number of weekly compensation claims. The 2017 figures are skewed by one claim of 365 days.

Cost per \$10K Liabile Earnings



Weekly Compensation Days

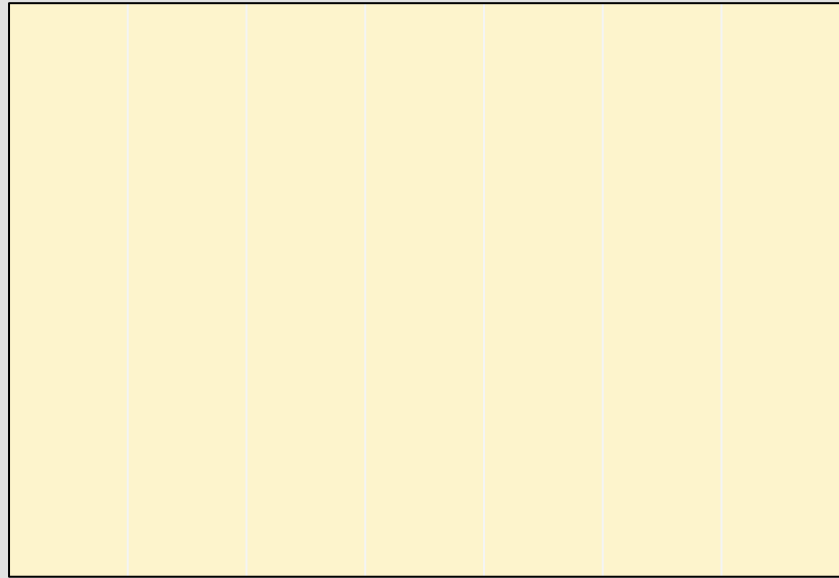












Note: Lagging Performance Indicators indicate the number of events which have already occurred, an indication of where you have been rather than where you are going. Improving Leading indicators significantly reduce Lagging Indicators.

Lagging Performance Statistics (Reported)	2016	2017
Total Occurrences employees	172	258
Total Occurrences non-employees	73	35
Total Occurrences	245	293
Total Occurrences Rec Centre	71	15
Lost Time Occurrences	8	10
Days Lost	167	54.5
UC Average Days Lost	20.9	5.5
Illness	14	12
Injury	116	135
Near Miss	51	51
Discomfort & Pain Reported	48	45
Notifiable to Worksafe Incident	6	3
Total Occurrences	316	308
Worksafe Investigations	0	0
Negative Safety Observations	0	0



Note:

## Health Centre Clinic Statistics

Statistics from the Health Centre and UCSA are intended to provide only a snapshot of activity to indicate the level of support provided to students.

(Chart data above corresponds to yellow shaded area below )

TIME	DOCS	NURSES	D+N	PHYSIO	DIETN	PHO	COUNS	2017	2016
<TERM 1	1,465	775	2,240	215	0	6	148	2,609	2,822
TERM 1	3,895	3,027	6,922	779	24	32	552	8,309	7,208
Aut Brk	994	998	1,992	171	4	12	156	2,335	2,911
TERM 2	2,916	2,177	5,093	624	18	47	407	6,189	6,025
Stdy+Exams	1,541	979	2,520	293	4	27	259	3,103	2,854
Mid-Year Break	1,136	733	1,869	208	0	16	218	2,311	1,299
TERM 3	3,470	2,148	5,618	687	21	68	504	6,898	6,372
Spring Break	913	464	1,377	160	3	24	138	1,702	1,599
TERM 4	3,146	2,092	5,238	758	16	13	204	6,229	7,450
Exams	1,505	885	2,390	263	0	15	253	292	2,765

>Exams

Pre-enrol UCIC CUP 1st year Undergrad Postgrad



TE POARI AKORANGA  
ACADEMIC BOARD



UNIVERSITY OF CANTERBURY  
REPORT OF THE ACADEMIC BOARD MEETING HELD ON  
FRIDAY 9 MARCH 2018  
TE POARI AKORANGA

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The Academic Board reports for information the following matters that have been considered since the February 2018 meeting of the Board

1. MATTER'S ARISING – ACADEMIC BOARD REVIEW

An update on the Academic Board Review was given indicating that the discussion would now come to the April meeting as a number of groups had requested more time to provide feedback.

The Chair invited the University Registrar to comment on the establishment of the working party. The Registrar noted:

- x That a new Council, under revision of the Education Act, was established in 2015.
- x The new Council had taken the opportunity to review all of its Committees and requested Academic Board to also undertake a review of its self.
- x The Council had noted the effectiveness, in recent times, of two working party reports from the Board.
- x The Council was looking for more proactive advice from the Board.
- x That a review of the delegations from Council to the Board is now also timely.

Questions and comments from the floor included:

- x A member questioned the timeliness and quality of the advice from Board to Council and asked specifically for examples where Council were unhappy with this?
- x A member asked Council elaborate on its perceptions of the Board?
- x There was also some discussion on the process and it was suggested that the working party collate the feedback and to present to Board areas of agreement and to frame the areas of disagreement so as to focus the discussion.
- x There was some discussion on the need for a timeframe for the review and the need for an endpoint.
- x It was stressed that the process needed to be undertaken fairly, but that the issue did need to be resolved.

2. THE VICE -CHANCELLOR' S REPORT

The Acting Vice Chancellor (Professor Ian Wright) presented the Vice Chancellor's report. He highlighted:

- x The enrolment numbers had hit the Domestic target and significantly exceeded the International target. He offered thanks to all the various groups that had contributed to the success in meeting these objectives.
  - x The topic of sexual harassment of student's on internships had been of particular media attention recently. Professor Catherine Moran will be undertaking a high-audit of these activities, which will be presented to the Audit and Risk Committee
-

was also noted that Sexual Violence Prevention Workgroup was established last year to look at these issues on campus.

Questions from the floor included:

- x There was significant discussion on the issue of sexual harassment and violence. Including:
  - o Who are the members of the workgroup?





- x A member noted that the College of Science is still in discussion on a proposal and a special working party to look at issues such as logistics and rationale is still to meet.
- x The College Market research had highlighted that “applied” is often associated with “dumbeddown” and “research” associated with “boring”.
  - o Could “empirical” be substituted for “applied”.

The Chair thanked the Vice-Chancellor and the Board for engaging in this high level discussion in a constructive manner. It was his desire that future Board meetings afford this type of engaged debate.

#### 4. VERBAL REFLECTION ON THE ACADEMIC STRATEGY DAY

The Chair noted the discussion just held and asked the question whether the day held was useful? Feedback included:

- x Appreciation for the format held as it permitted wider discussion
- x There was expectations to see outcomes from the meeting
- x Can some alternative engagement techniques, other than in-rooms, also be used.
- x The timing of the meeting was excellent.
- x A second meeting in the year would be useful in order to maintain progress.

Dr Andrew Bainbridge-Smith  
 Secretary  
 Te Poari Akoranga – Academic Board  
 16 March 2018