AUT

AGENDA PAPERS

NOTICE OF COUNCIL MEETING

Notice is Hereby Given that a Meeting of the Council of Auckland University of Technology will be held:

Council Room, Level 7, WA Building, AUT City Campus

On: Monday, 5 December 2022

FROM: 3.30 – 6.00 PM

Andrea Vujnovich
COUNCIL SECRETARY

AUCKLAND UNIVERSITY OF TECHNOLOGY COUNCIL

Chancellor	**Rob Campbell** Appointed by Council	
Pro-Chancellor	**Sussan Turner** Appointed by the Minister of Education	
Members	**Professor Damon Salesa** Vice-Chancellor of the Auckland University of Technology	
	Peter Treacy Appointed by the Minister of Education	
	Janine Smith Appointed by the Minister of Education	
	Sina Wendt Appointed by the Minister of Education	
	Sara Youssef Appointed by the Auckland University of Technology Student Association	
	Professor Edwina Pio Elected by the Academic Staff of the Auckland University of Technology	
	Corrie Cook Elected by the Professional Staff of the Auckland University of Technology	
	Renata Blair Appointed by Council	
	Leo Foliaki Appointed by Council	
	Marama Royal Appointed by Council	

PART A
OPEN AGENDA

AUT

COUNCIL MEETING PART A OPEN AGENDA

Council Agenda Part A (Open Agenda)
Monday 5 December 2022 at 3.30 pm to be held in the Council Room, Level 7, WA Building, AUT City

Karakia		
Mihi – Chancellor		
1. WELCOME, APOLOGIES AND APPROVAL OF AGENDA	The **Chancellor moves** that apologies be **noted** and that **Council approve** the assignment of agenda items to Part A and Part B of the Council agenda.	
2. DECLARATION/RECORDING OF ANY INTERESTS	**The attention of Members is drawn to the Conflicts of Interest Policy and the need to disclose any interest in an item on the Agenda of the meeting as set out in Schedule 11, Clause 8 of the Education and Training Act 2020.**	The **Chancellor moves** that the declarations, if any be noted and the action taken be **endorsed.**
3. CONSTITUTIONAL MATTER, CONFERMENT OF DEGREES AND POLICY	3.1. **Noting Chancellor delegation – Granting, Rescinding, Revoking and Amending Qualifications – June, July, August, September, October and November 2022**	The **Chancellor moves** that the following be **approved:** • See item 3.1
4. COUNCIL MEETINGS	4.1 **Special Council Meeting Draft Minutes Part A, 2 September 2022** 4.2 **Matters arising from the Minutes, of the Special Council Meeting on 2 September 2022 not elsewhere on the Agenda**	The **Chancellor moves** that the Minutes Part A, of the Special Council meeting on 2 September 2022 be taken as **read** and **confirmed**.
5. VICE-CHANCELLOR'S REPORT	5. **Vice-Chancellor's Report**	The **Chancellor moves** that the **Vice-Chancellor's Report** be **received**.
6. CHANCELLOR'S REPORT	6. **Chancellor's Report**	The **Chancellor moves** that the **Chancellor's Report** be **received.**
7. REPORTS FROM BOARDS, COMMITTEES AND WORKING GROUPS TO COUNCIL	7.1 **Reports and Minutes from the Academic Board, 25 July, 29 August, 3 October and 31 October 2022**	The **Chancellor moves** that **Reports and Minutes from the Academic Board**, 25 July, 29 August, 3 October and 31 October 2022 be **received**.

|	7.2 People and Culture Committee, draft Minutes 21 November 2022	The **Chancellor moves** that the **Council People and Culture Committee draft Minutes, 21 November 2022** be **received.**
8. HEALTH, SAFETY AND WELLBEING REPORTS	8. Health, Safety and Wellbeing Reports, July, August, September AND October 2022	The **Chancellor moves** that the **Health, Safety and Wellbeing Reports** be **received**.
9. TE TIRITI	No report	
10. STRATEGIC REPORT	10. Report from PVC Māori Advancement, Professor Pare Keiha	The **Chancellor moves** that the **repor**t **from the PVC Māori Advancement, Professor Pare Keiha** be **received**.
11. STUDENT SUCCESS	No report	
12. CORRESPONDENCE REFERRED BY THE CHANCELLOR	No correspondence	
13. OTHER MATTERS FOR DECISION OR NOTING	13.1 Update from AUTSA	The **Chancellor moves** that the **Update from AUTSA** be **received**.
	13.2 Draft Council and Committee Meeting Schedule -2023	The **Chancellor moves** that the Council and Committee Meeting Schedule -2023 be **received and approved.**
14. ITEMS MOVED FROM PART B OF THE AGENDA TO PART A AND GENERAL BUSINESS		

PUBLIC EXCLUSIONS

The Chancellor moved that the public be now excluded from Part B of this meeting, and that the following matters be discussed without public disclosure. This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and section 9 of the Official Information Act, as the case may require, which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting **AND THAT** W Lawson, A Vujnovich and P Keiha be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the matters to be discussed in the proceedings while the public are excluded. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to these matters because they relate to aspects of the administration of AUT for which those persons are responsible.

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 section 9 of the OIA identified below.	Ground(s) under section 48(1) LGOIMA for the passing of this resolution

15. Council Minutes Part B of the Special Council meeting held on 2 September 2022	s 9(2)(b)(ii), s 9(2)(i), 9(2)(k)	7(2)(f)(i), 7(2)h), 7(2)(i), 7(2)(j)
16. Report from AUT Ventures	s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k)	s7(2)(b), 7(2)(h), 7(2)(i), 7(2)(j)
17. Report from AUT Millennium	s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k)	s7(2)(b), 7(2)(h), 7(2)(i), 7(2)(j)
18. Report from AUT Ethics Committee	s 9(2)(a), 9(2)(b)(ii), s 9(2)(i), 9(2)(g)(i)	s7(2)(a), 7(2)(c), 7(2)(j), 7(2)(F)(i), 7(2)(f)(ii)
20. Draft Minutes of Finance and Audit Committee held on 19 September and 21 November 2022	s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k)	s7(2)(b), 7(2)(h), 7(2)(i), 7(2)(j)
20.1 Council Executive Committee Minutes of the meeting held on 2 August 2022 and draft Minutes of the meeting held on 29 August 2022	s 9(2)(b)(ii), 9(2)(g)(i) and s 9(2)(k)	7(2)(f)(i), 7(2)(h), 7(2)(i), 7(2)(j)
22- Other Business 22.1 Ratification 22.2 Approval - Lease 22.3 Approval -Agreement	s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k)	s7(2)(b), 7(2)(h), 7(2)(i), 7(2)(j)

Part A	3.1
OPEN AGENDA ITEM	
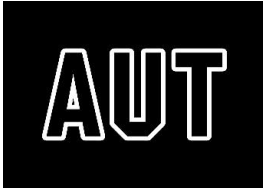
Council Agenda Paper

Subject: **GRANTING, RESCINDING, REVOKING AND AMENDING QUALIFICATIONS – JUNE, JULY, AUGUST, SEPTEMBER, OCTOBER AND NOVEMBER 2022**

Date: 13 October 2022

RECOMMENDATION:

THAT COUNCIL NOTE THAT THE CHANCELLOR HAS EXERCISED A DELEGATION UNDER THE COUNCIL DELEGATION POLICY AND IN ACCORDANCE WITH THE GENERAL ACADEMIC STATUTE AND SECTION 283 OF THE EDUCATION AND TRAINING ACT 2020 TO:

JUNE AND JULY
I.   *GRANT QUALIFICATIONS TO THE GRADUANDS ON THE ATTACHED SCHEDULE FOR THE WINTER 2022 MONTHLY CORPORATE GRANTING ON 28 JULY 2022.*

II.   *GRANT QUALIFICATIONS TO THE GRADUANDS ON THE ATTACHED SCHEDULE FOR THE JULY 2022 MONTHLY CERTIFICATE AND COP QUALIFCATION CYCLE ON 28 JULY 2022.*

III.   *GRANT QUALIFICATIONS TO THE GRADUANDS ON THE ATTACHED SCHEDULE FOR THE 2022 WINTER OFFSHORE GRANTING ON 28 JULY 2022.*

IV.   *GRANT QUALIFICATION TO THE GRADUAND ON THE ATTACHED SCHEDULE FOR THE JUNE SPECIAL GRANTING ON 21 JUNE 2022.*

V.   *REVOKE QUALIFICATIONS FOR THE STUDENTS ON THE ATTACHED SCHEDULE AHEAD OF THE 2022 WINTER COMPLETION ON 28 JULY 2022.*

AUGUST, SEPTEMBER AND OCTOBER
VI   *GRANT QUALIFICATIONS TO THE GRADUANDS ON THE ATTACHED SCHEDULE FOR THE 2022 SEPTEMBER CORPORATE GRADUATION ON 19-21 SEPTEMBER 2022;*

VII   *GRANT QUALIFICATIONS TO THE GRADUANDS ON THE ATTACHED SCHEDULE FOR THE AUGUST 2022 MONTHLY CERTIFICATE AND COP QUALIFICATION CYCLE ON 16 AUGUST 2022;*

VIII   *REVOKE THE QUALIFICATION FOR THE STUDENT ON THE ATTACHED SCHEDULE AHEAD OF THE 2022 SEPTEMBER CORPORATE GRADUATION ON 19-21 SEPTEMBER 2022; AND*

IX.   *RESCIND THE QUALIFICATION FOR THE STUDENT IN THE ATTACHED SCHEDULE.*

X.   *AWARD THE QUALIFICATIONS TO THE GRADUANDS ON THE ATTACHED SCHEDULE FOR THE SEPTEMBER 2022 MONTHLY CERTIFICATE AND COP QUALIFCATION CYCLE ON 15 SEPTEMBER.*

XI.   *AWARD THE QUALIFICATIONS TO THE GRADUANDS ON THE ATTACHED SCHEDULE FOR THE OCTOBER 2022 MONTHLY CERTIFICATE AND COP QUALIFCATION CYCLE ON 13 OCTOBER 2022.*

NOVEMBER
XII.   *AWARD THE QUALIFICATIONS TO THE GRADUANDS IN THE ATTACHED SCHEDULES FOR THE NOVEMBER 2022 MONTHLY CERTIFICATE CYCLE AND THE MONTHLY CORPORATE – SPECIAL CYCLE BOTH ON 17 NOVEMBER; AND*
XIII.   *THE QUALIFICATIONS BE AMENDED FOR THE INDIVIDUALS IN THE ATTACHED SCHEDULE.*

The schedules are in supplementary papers.

PART A	4.1
OPEN AGENDA ITEM	

Council Agenda Paper

Subject: **MINUTES PART A OF THE SPECIAL COUNCIL MEETING HELD ON 2 SEPTEMBER 2022**

Date: 5 September 2022

Author: A Vujnovich

RECOMMENDATION:

THAT THE MINUTES PART A OF THE COUNCIL MEETING HELD ON 2 SEPTEMBER 2022 BE CONFIRMED AS A TRUE AND CORRECT RECORD.

MINUTES

Special Council Meeting

Meeting held on 2 September 2022 at 4.00 pm
Online in Teams

PRESENT:	R Campbell (Chair); D Salesa; S Turner, E Pio, P Treacy; S Youssef; L Foliaki, M Royal, and C Cook.
SECRETARY:	A Vujnovich, Council Secretary
IN ATTENDANCE:	For Parts A and B: W Lawson (Deputy Vice Chancellor), B Bundy (Group Director People and Culture), S Williams (Director Employment Relations), D Shantra (Director HR Business Planning) and L Williams (CFO).
APOLOGY:	J Smith, R Blair and S Wendt

PART A OPEN AGENDA

Marama Royal opened the meeting with a Karakia

1   WELCOME, APOLOGIES AND APPROVAL OF AGENDA ITEMS

THAT AN APOLOGY FOR ABSENCE FROM JANINE SMITH, RENATA BLAIR AND SINA WENDT BE RECEIVED.

<u>Resolved</u>
THAT THE ASSIGNMENT OF AGENDA ITEMS TO PART A AND PART B OF THE COUNCIL AGENDA BE APPROVED.

2   DECLARATION/RECORDING OF INTERESTS

The attention of Members was drawn to the Conflicts of Interest Policy and the need to disclose any interest in an item on the agenda of the meeting as set out in Schedule 11, Clause 8 of the Education and Training Act 2020.

<u>Resolved</u>
THAT THE DECLARATIONS BE NOTED AND THE ACTIONS TAKEN BE ENDORSED.

3   CONSTITUTIONAL MATTER, CONFERMENT OF DEGREES AND POLICY

4   COUNCIL MEETINGS AND MINUTES OF PREVIOUS MEETING(S)

 4.1   Minutes of the previous meeting

<u>Received</u>
Draft Minutes (Part A), of the Special Council meeting held on 25 July 2022

Resolved
THAT THE MINUTES (PART A) OF THE SPECIAL COUNCIL MEETING HELD ON 25 JULY 2022 BE TAKEN AS READ AND CONFIRMED AS A TRUE AND CORRECT RECORD

4.2   Matters Arising

There were no matters arising from the Minutes (Part A), not elsewhere on the agenda.

5   VICE CHANCELLOR'S REPORT

Received
Vice Chancellor's Report

Noted in discussion
- The project milestones have been met and the Canvas project is now closed. There were some issues with integration of systems which have been worked through and the student feedback has been very positive.

Resolved
THAT THE VICE-CHANCELLOR'S REPORT TO COUNCIL BE RECEIVED.

6   CHANCELLOR'S REPORT
No report

7   PART A – REPORTS FROM BOARD, COMMITTEES AND WORKING GROUPS OF COUNCIL
No report

8   HEALTH, SAFETY AND WELLBEING REPORTS
No report

9   TE TIRITI REPORT
No report

10   STRATEGIC REPORTS
No report

11   CORRESPONDENCE REFERRED BY THE CHANCELLOR

12   OTHER MATTERS FOR DECISION OR NOTING

12.1   Update from AUTSA

Received
 Verbal Update from Sara Youssef (President of AUTSA)

Noted in discussion
- The 2023 student fees increases have been approved and the AUTSA President will meet with the CFO to receive a breakdown in the financial details.
- The AUTSA President will also meet with the Vice Chancellor and the CFO to arrange a student interview in regard to the 2023 fees increase.
- AUTSA would like assistance with lobbying Government to increase student allowances and is considering an open letter to the Minister of Education. This could be referred to NZUSA for a united voice. The Chancellor and Vice Chancellor have offered to meet with the AUTSA President to provide further guidance.

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<u>Resolved</u>
THAT THE VERBAL UPDATE FROM THE PRESIDENT OF AUTSA BE RECEIVED.

13   GENERAL BUSINESS AND ITEMS MOVED FROM PART B TO PART A

RESOLUTION TO EXCLUDE THE PUBLIC
The Chancellor moved that the public be now excluded from Part B of this meeting, and that the following matters be discussed without public disclosure. This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and section 9 of the Official Information Act, as the case may require, which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting **AND THAT** A Vujnovich, W Lawson, B Bundy D Shantra, S Williams and L Williams be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the matters to be discussed in the proceedings while the public are excluded. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to these matters because they relate to aspects of the administration of AUT for which those persons are responsible.

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22. Other Business	s 9(2)(b)(ii), s 9(2)(g)(i) and s 9(2)(k)	7(2)(f)(i), 7(2)(h), 7(2)(i), 7(2)(j)

Item 4.2 Matters Arising from the Minutes Part A

COUNCIL AGENDA ITEM	ACTION	Who	Status
28 September 2020	**7.1 Chancellor's Report** • The Chancellor was pleased with the Council Working Group meeting with Year 13 students and requested to catch up with the same students next year for a follow up.	Council Secretary	Ongoing- 2021
22 February 2021	**5. Vice Chancellor's Report** • In 2021, a Council meeting will be hosted in AUT's wharenui.	Tumuaki / Dean Te Ara Poutama	Open
31 May 2021	**3.3. Equal Opportunities Policy** • The Treaty of Waitangi should be referenced in the policy or alternatively, expressed in a Council Charter. • A paper will be drafted in regard to a policy on Te Titiri and each Council policy should be reviewed at each Annual General meeting.	Tumuaki / Dean Te Ara Poutama	Council Charter – ongoing Fourth Quarter 2021
30 August 2021	**6.2 Te Tiriti o Waitangi** • The Chancellor working with the Vice-Chancellor will bring a proposal back to Council.	Vice Chancellor's Office	Ongoing - 2022
28 February 2022	**AGM 4.1 Ōritetanga Learner Success** • A meeting between Council and the TEC Board should be facilitated to discuss the additional resources required by AUT to meet the objectives of to achieve the outcomes of the AUT strategy.	Council Vice Chancellor's Office	On-going
	9.1 Update from AUTSA • Students are experiencing stress and anxiety due to COVID related disruptions. Where possible AUTSA supports in-person class options. The format of the delivery of classes could be considered. If possible smaller class sizes could be arranged to accommodate those who prefer on-campus teaching. The emerging pattern of delivery will be monitored, and Council will be updated.	Vice-Chancellor's Office Group Director, Student Services and Administration	Ongoing - 2022
28 March 2022	**5. Vice-Chancellor's Report** • Council noted that the implications of the drop in EFTS will need to be analysed.	Vice-Chancellor's Office CFO	Closed
30 May 2022	**10.1 Report from Professor Pare Keiha (PVC Māori Development)** • Korero is important, however, a written report is also required by Council which includes qualitative and quantitative data. Some of this data is included in the Vice Chancellor's report as well as in other strategic reports, however, to have a courageous conversation, a written report to Council is needed so questions can be constructed and prepared and options proposed by Council. Council accepts the University's work has significant challenges and Council wishes to enable the work of the University to improve outcomes for our Māori students.	PVC Māori Development	26 September 2022
25 July 2022	**5. Vice Chancellor's Report** • The upskilling of Council members in Te Tiriti should be undertaken over the next 12-24 months and Marama Royal and Renata Blair can assist and support Council with this.	Council	Ongoing

PART A	**5**
OPEN AGENDA ITEM	

Council Agenda Paper

Subject: **VICE-CHANCELLOR'S REPORT**

Date: **5 December 2022**

RECOMMENDATION:
THAT THE VICE CHANCELLOR'S REPORT BE RECEIVED

Earlier in the year, I identified five critical strategic priorities to focus our mahi in support of a vision for AUT. Advancing our commitment to Te Tiriti o Waitangi, delivering excellence and equity in education and research, advancing our environmental and financial sustainability, student success and maturing the University's systems and processes.

Significant progress has been made on all these priorities this year, notably the Ki Uta Ki Tai Student Success Plan and the Te Tiriti Response Framework. We will build on these gains in 2023 as work matures and develops further.

This year saw AUT LIVE and other events and activities take place in person after a hiatus or move online over the last few years. Semester two also saw domestic and international students return to campus for a full semester of in-person learning as COVID-19 restrictions eased.

However, the tail of the pandemic is long, and its effects on student numbers and rising costs provide some challenges. University leaders and I have responded to these challenges with the AUT Financial Recovery Programme, which will put AUT on a strong footing to deliver on its unique and transformational mission.

All this groundwork is being done to ensure we continue to carry out our commitments and to provide opportunities for our students and communities to learn, grow and succeed.

HIGHLIGHTS

- 15 academics have been promoted to Professor and 30 to Associate Professor. There has been a significant increase in applications and successful appointees, up from last year.
- We are actively recruiting a new Pacific leader after the resignation of Assistant Vice-Chancellor South and Pacific Advancement, Walter Fraser.
- The School of Future Environments has gained official accreditation for its Master of Architecture programme from the New Zealand Registered Architects Board (NZRAB). This creates a new pathway for our graduates to become registered architects.

- AUT has received five stars (Excellent) overall in the latest QS Stars Ratings. We received five stars in research, teaching, internationalisation, facilities, environmental impact, employability, and sports-related subjects.
- AUT has successfully secured Marsden funding for two projects from the School of Science and the School of Public Health and Interdisciplinary Studies.
- Members of the Vice-Chancellor's Office have attended several awards ceremonies, events and symposiums celebrating the success, excellence and achievements of our students, staff, and the wider community.
- Members also continue to meet and engage with politicians.

PRIORITY 1: TE TIRITI O WAITANGI

1.1   Te Tiriti Response Framework

The Tērā Te Haeata Steering Group has completed the second draft of the Te Tiriti response framework. Dr Valance Smith has delivered a presentation on behalf of the Steering Group to the Vice-Chancellor and Pro Vice-Chancellor Māori Advancement, Pare Keiha, for feedback on the proposed draft framework.

The Tērā Te Haeata steering group plans to open consultation with Ngā Whānau Māori (AUT Māori staff) and all AUT staff and students early next year in 2023.

1.2   Māori Advancement

Māori Indigenous Business Minor The Māori Indigenous Business Minor has been approved by the Committee on University Academic Programmes (CUAP) and will be offered from Semester 1, 2023, in weekend wānanga modules. The programme is being heavily promoted amongst current Māori staff and students through media and social media. The Business School will also be approaching Māori and other corporations, as well as Te Puni Kōkiri, to consider funding scholarships for their staff and/or members to enrol in the programme, or individual courses, to build Māori business capability alongside cultural competence.

PRIORITY 2: EXCELLENCE AND EQUITY IN EDUCATION AND RESEARCH

2.1   Research

High-level planning to support AUT's submission for the 2026 PBRF Quality Evaluation is progressing with the Academic Working Group. The Sector Reference Group released consultation paper 8 "Panels Assessment Criteria" and proposed tie-point descriptors on 30 September 2022. Prof Kath McPherson has drafted a response, currently being reviewed by the Academic Working Group. Nominations for Panel Co-Chairs and initial Panel Members opened on 25 October and closed on 22 November 2022.

	New Research Contracts YTD	
	2022	**2021**
Contracts signed	$16,757,020	$16,969,352
Proposal submitted	243	182

The following is an update on AUT's research grant activity for October 2022.

Royal Society of New Zealand
Submissions
• Research Office is working with researchers for the 2023 Marsden round.

- 9 submissions to the Catalyst Seeding round were submitted on 20 October 2022. 8 from DCT and 1 from FHES

Results:
- Kate Diesfeld and Nicola Brasch were awarded a Marsden grant, equating to 2 out 6 applications being successful.

Ministry of Business, Innovation and Employment (MBIE)
Submissions
- Research Office is working with researchers for their forthcoming 2023 Smart Idea concept proposal.

Results:
- Signed MBIE contract for $1M for PI Jack Chen.

National Collaborations
- Contract with BioHeritage NSC

HRC
Submissions
- 3 rebuttals for Health Delivery Research Project Grant submitted on 10 Oct
- 9 reports due; 7 submitted, 2 outstanding pending PI completion

Results
- All AUT applications submitted to the HRC have been awarded (100% success).

2.2   Learning Management System - Canvas@AUT (detail in Appendix 3)

Project Status Summary

	Project Progress		Project Budget		Project Resources		Project Risks
🚦	All key milestones achieved.	🚦	Forecasting an underspend of $737K.	🚦	Project Team releasing resources	🚦	No significant risks or issues identified.

The Project Closure report has been drafted and is available for review.

All Project Success Criteria have been met with the exception of the retirement of Blackboard, which is on track to be completed in April 2023, outside of the project timeframe.

Both Canvas Support and Course Development Support are now being handled by altLAB with support for Semester 2 courses following the expected pattern of calls with no significant issues identified.

Interim results from the Student Canvas feedback survey have been received, which show that Canvas is widely used by students with 97% of students accessing Canvas on at least a weekly basis (66% access on at least a daily basis) with 84% of students 'satisfied' with Canvas, of which 36% are extremely satisfied. The results also indicate that lecturers are using the platform in different ways that, in turn, cause some confusion for Students.

The Project team continues to reduce with both planned and unplanned contract completions. As a result, the forecast underspend for the project continues to improve, with a forecast underspend now at $737K, along with the $700K contingency that remains unassigned.

The 2023 Course development cycle is progressing to plan with the first phase now completed. Project resources continue to be constrained.

2.3   Semester two assessments and SCAS

Semester two final assessment weeks have been completed, and results are now being processed with Assessment Boards reviewing and approving results at present.

One of the important avenues of support for students during any assessment process is the Special Consideration Application (SCA) process which enables students to get extensions on assessment due dates, re-scheduled exams or assessments, or, in exceptional circumstances, additional time to complete a course. The number of Special Consideration applications and outcomes has steadily risen over the past five years and not surprisingly rose sharply in 2020 and 2021, reflecting the impact of Covid and lockdowns. The numbers for the past few years are as follows:

SCA Outcomes, 2019-2022 (as of 16 November 2022)

SCA outcome	2019	2020	2021	2022
Extension Approved	8,578	33,493	34,126	23,504
Rescheduled Exam/Assessment Approved	1,658	829	886	1,163
STC Applied	170	95	169	156
Grand Total	**10,406**	**34,417**	**35,181**	**24,823**

Note: the data include only approved decisions and do not include cancelled, declined or withdrawn applications (or 2022 applications pending an outcome).

Although the number of SCAs has declined this year as compared with 2020 and 2021, it still remains high. Work is being undertaken to review the SCA process to provide a better balance between recognition of the circumstances students face for which evidence might be difficult to obtain, staff workload, and rigour and fairness for all students.

PRIORITY 3: ENVIRONMENTAL AND FINANCIAL SUSTAINABILITY

3.1   Financial Performance (detail in Appendix 2)

YTD October 2022 reflects a net surplus from operations of $34M, which is $5.8M behind budget driven by lower student enrolments and a provision for the financial recovery plan.

The full year forecast projects a $0.3M deficit from operations, which is $9M behind budget. The forecast position for 2022 reflects the ongoing financial impact of lower than planned domestic enrolments and estimated financial recovery costs to ensure the University is fit for purpose in the coming years. The full year net deficit variance to budget of $3.6M has improved $3M on last month's forecast.

3.2   Student enrolment update (detail of EFTS as of 16 May in Appendix 1)

	Domestic SAC		International		Total	
	2022	2021	2022	2021	2022	2021
YTD EFTS	16,664	17,340	1,787	2,183	18,451	19,523
% of target	94%	100%	111%	118%	96%	102%

Bullet points:

Year to Date **Domestic SAC** enrolments (2022, compared to the same time in 2021):
    Total: down -4% (-676 EFTS)
    New to Programme: down -9% (-682 EFTS)
    Returning: up 0% (+6 EFTS)

Year to Date **International Full Fee** enrolments (2022, compared to the same time in 2021):
    Total: down -18% (-396 EFTS)
    New to Programme: down -20% (-157 EFTS)
    Returning: down -17% (-240 EFTS)

Year to Date **Māori Domestic SAC** enrolments (2022, compared to the same time in 2021):
    Total: down -1% (-21 EFTS)
    New to Programme: down -12% (-109 EFTS)
    Returning: up 9% (+89 EFTS)

Year to Date **Pacific Domestic SAC** enrolments (2022, compared to the same time in 2021):
    Total: down -3% (-84 EFTS)
    New to Programme: down -5% (-62 EFTS)
    Returning: down -1% (-23 EFTS)

Year to Date **Pre-Degree** enrolments (2022, compared to the same time in 2021):
    Total: down -18% (-199 EFTS)
    New to Programme: down -23% (-216 EFTS)
    Returning: up 8% (+17 EFTS)

Year to Date **Undergraduate** enrolments (2022, compared to the same time in 2021):
    Total: down -3% (-499 EFTS)
    New to Programme: down -6% (-345 EFTS)
    Returning: down -2% (-154 EFTS)

Year to Date **Postgraduate** enrolments (2022, compared to the same time in 2021):
    Total: down -9% (-317 EFTS)
    New to Programme: down -19% (-305 EFTS)
    Returning: down -1% (-13 EFTS)

3.3   University key performance indicators (Details in Appendix 4)

AUT has a new Statement of Service Performance in place from 2022, established as part of the Investment Plan 2022-2024. It retains many of the KPIs from the previous Investment Plan and introduces several new measures designed to better understand the impact of AUT's teaching, research, and community engagement actions. Each KPI relates to at least one of the key themes of AUT Directions.

- Theme 1 Creating exceptional learning experiences
- Theme 2 Discovery and application of knowledge for wellbeing and prosperity
- Theme 3 Responding to our place in the world
- Theme 4 Building our position as New Zealand's university of technology

- Theme 5 Being a great place to work and learn

3.4   Brand and Marketing

AUT LIVE International

In collaboration with AUT International, the first AUT LIVE international was delivered in October. The online event generated 1285 registrations, and 271 attendees tuned in.

AUT Live International was a new event initiative for 2022, targeting students and parents in China, Asia, Europe and the US, India, and the Middle East. The event was led by the International Marketing team and supported by AUT International and the Future Students team.

- Four 30-minute simulated online events using ON24
- China, USA and Europe, India and the Middle East, Asia
- Live chat support by the AUT International Team and the Future Students Team
- 1285 registrations worldwide
- 271 attendees
- Attendees from across 13 countries

AUT International Student Accommodation Scholarship remarketing campaign launched on 1 November with 139/250 places offered.

3.5   Places and spaces

The Estates Group was focused on the following key areas:
- Financial Recovery Plan Implementation.
- Implementation of the Estates Business Plan 2022.
- A1 Project implementation and delivery of PM/MCW programme.
- Active management of all property and services-related risks within resource constraints.
- AX End of Lease/Lease Renewal project implementation.
- Issues: Staffing levels remain low.

A1 Project

A1 construction proper was tracking 3 days behind programme but on budget. Timber superstructure erection was underway; the first two main frame lifts were planned for 24 Nov 22, subject to weather. Interior fit-out design main building consent lodged.

3.6   Staff diversity statistics (October 2022)

Staff count			Occupation			
2,101 FTE			**Academic** 1,015 (48.3%)		**Professional** 1,086 (51.7%)	
Gender			Annual Turnover Rate			
Female	59.0%	**Gender diverse**	0.5%	**7.2%**		**14.7%**
Male	39.8%	**Not disclosed**	0.7%			
Ethnicity						
Academic (47.2%)				Professional (52.8%)		
NZ European	46.9%	**Other**	4.7%	**NZ European**	38.8%	**Other**	4.4%
Asian	17.3%	**Undeclared**	6.7%	**Asian**	28.6%	**Undeclared**	7.4%
European	7.8%	**Middle Eastern**	2.3%	**European**	4.8%	**Middle Eastern**	1.3%
Māori	7.7%	**Latin American**	1.3%	**Māori**	5.5%	**Latin American**	1.0%

Pacific	3.9%	African	1.4%	Pacific	7.4%	African	0.7%

Of the University leadership, 56.1% of roles are held by men, and 43.8% are held by women. Eleven leadership roles are held by Māori and Pacific women, and 10 leadership roles are held by Māori and Pacific men.

3.7   People and Culture – Voluntary Turnover
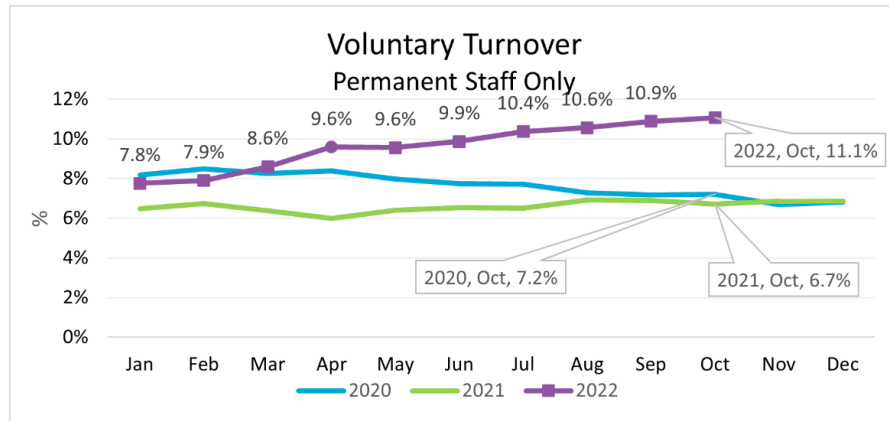
- Voluntary turnover has increased to 11.1% in October 2022, which is 4.4% higher than in October 2021.
- Voluntary turnover of permanent academic staff has increased to 7.2% in October 2022 which is 3.4% higher than October 2021.
- Voluntary turnover of permanent professional staff has increased to 14.7% in October 2022 which is 5.3% higher than October 2021.
- During October 2022, there were 2 permanent academic staff and 8 permanent professional staff who left employment with AUT.

PRIORITY 4: STUDENT SUCCESS

4.1   Graduation

Graduation applications for Summer 2022 finalists were scheduled to be sent on 31 October but were delayed because of unexpected staff shortages at faculties that were also dealing with several competing priorities and deadlines, which affected meeting the deadline to recommend finalists. These are now expected to be sent in early November.

PRIORITY 5: MATURING UNIVERSITY SYSTEMS AND PROCESSES

5.1   Independent Review progress update (details in appendix 5)

We are nearing the completion of the Independent Review project.

A review was recently conducted of all activity undertaken to date by AUT in response to the Independent Review recommendations. Our response was compared to that undertaken by two other universities—Australia National University and University of Auckland. Opportunities for AUT were identified, and the next steps will be to determine whether we should pursue these opportunities.

Opportunities for AUT to progress in 2023:
1.   Develop an action plan around creating a culture of respect and consent
2.   Support the implementation of the action plan by establishing a Steering Group
3.   Support the action plan with a Code of Conduct

4.   Develop or amend policies to give effect to the action plan – including something around harmful sexual behaviour and something more specific around personal relationships at university

5.2   Curriculum development

There has been ongoing curriculum development and review work this year, with some significant changes to large degrees being approved by Committee on University Academic Programmes (CUAP). Seven programmes underwent the regular formal Periodic Programme Review process involving industry representatives and external academics. As part of the continuous improvement and management of the entire suite of programmes offered, programmes are regularly reviewed for relevance and fitness for purpose, and some are closed, then deleted, or replaced with new or restructured qualifications.

Appendix 1: Enrolments

2022 EFTS Progress to Target Monitoring Report
Year to Date Compared to Target and Equivalent Date Last Year

Programme EFTS as at 20 Nov 2022

Student Achievement Component EFTS	Total	BEL	CSOC	DECT	HEAL	TEAP
Pending	**71**	23	7	17	19	4
Actual	**16,593**	2,899	2,501	4,531	6,492	132
Total Pending and Actual	**16,664**	2,922	2,509	4,548	6,511	137
2022 Target	**17,691**	3,205	2,764	4,723	6,731	193
Progress to Target (%)	**94%**	91%	91%	96%	97%	71%
EFTS needed to reach 100%	**1,027**	283	255	175	220	57
Ahead or behind on this time last year:	Behind by 676	Behind by 220	Behind by 287	Behind by 181	Ahead by 128	Behind by 47
Progress to Target, this time last year (%)	**100%**	99%	97%	99%	103%	105%
EFTS needed to reach Target this time last year	**-4**	46	89	67	-190	-9
Achieved from this time last year to year end	**-18**	-5	-1	-6	-6	1

International Full-Fee EFTS	Total	BEL	CSOC	DECT	HEAL	TEAP
Pending	**23**	15	2	3	1	0
Actual	**1,764**	659	341	540	212	2
Total Pending and Actual	**1,787**	675	343	543	213	2
2022 Target	**1,617**	727	243	466	151	1
Progress to Target (%)	**110%**	93%	141%	116%	141%	174%
EFTS needed to reach 100%	**-169**	52	-101	-77	-62	-1
Ahead or behind on this time last year:	Behind by 396	Behind by 191	Behind by 31	Behind by 126	Behind by 48	Behind by 2
Progress to Target, this time last year (%)	**116%**	130%	133%	101%	109%	12073%
EFTS needed to reach Target this time last year	**-305**	-201	-92	-10	-21	-5
Achieved from this time last year to year end	**-13**	-1	-1	-1	-9	0

AUT South Campus	Total	BEL	CSOC	DECT	HEAL	TEAP

Pending	**9**	2	0	0	7	0
Actual	**1,927**	270	263	58	1,302	8
Total Pending and Actual	**1,936**	272	263	58	1,309	8
2022 Target	**2,481**	436	279	97	1,575	18
Progress to Target (%)	**78%**	62%	94%	59%	83%	43%
EFTS needed to reach 100%	**545**	164	16	39	266	10
Ahead or behind on this time last year:	**Behind by**	Behind by	Behind by	Behind by	Behind by	Behind by
	225	41	18	65	41	6
Progress to Target, this time last year (%)	**86%**	92%	82%	54%	91%	105%
EFTS needed to reach Target this time last year	**356**	29	61	106	140	-1
Achieved from this time last year to year end	**-4**	-1	0	0	-3	0

Pre-Degree Total EFTS	Total
Pending	**9**
Actual	**930**
Total Pending and Actual	**939**
Ahead or behind on this time last year:	Behind by 199

Undergraduate Total EFTS	Total
Pending	**70**
Actual	**14,657**
Total Pending and Actual	**14,727**
Ahead or behind on this time last year:	Behind by 499

Postgraduate Total EFTS	Total
Pending	**34**
Actual	**3,357**
Total Pending and Actual	**3,391**
Ahead or behind on this time last year:	Behind by 317
Doctoral	**793**

Māori Domestic SAC EFTS	Total
Pending	**8**
Actual	**1,870**
Total Pending and Actual	**1,878**
Ahead or behind on this time last year:	Behind by 21

Pacific Domestic SAC EFTS	Total
Pending	**17**
Actual	**2,845**
Total Pending and Actual	**2,862**
Ahead or behind on this time last year:	Behind by 84

Please note:
- In 2021, 101 SDR SAC Budget EFTS were not assigned to an academic faculty. As a result, the total budget is 101 greater than the sum of the faculty totals for tables presenting Domestic – SAC Funded, South (SAC) and University totals.
- Returning to programme EFTS defined as all EFTS consumed by students enrolled in the same programme code in a previous calendar year, regardless of progress through programme. EFTS consumed by students who enrolled in any Bachelor of Health Science programme (any programme code ending in '3680') in a previous calendar year and then enrolled in a related programme are also considered to be returning. All other EFTS classified as 'New'.
- Budget EFTS pertaining to South Campus have been identified using the following working definition: Where the teaching school name includes the word 'Manukau', 'Manku', 'South', or 'South', OR the teaching school code is 'VK', 'RO', or 'KO', the Budget EFTS are assumed to relate to South Campus.
- (*) Please note that the 2016 South SAC EFTS target of 1,514 represents the University's internal operating budget, as set by central Finance, rather than the 2016 TEC South Campus target provided in the Funding Letter (1,827).

Appendix 2: Financial Performance – Current Year

Financial Performance – Current Year
As at 28 October 2022 (refer item 5.1)

$000s	Year to Date ($000s)			Full Year ($000s)		
	Actual	**Budget**	**Variance**	**Forecast**	**Budget**	**Variance**
Income	369,758	375,397	(5,639)	412,930	421,567	(8,637)
Expense	333,944	333,013	(931)	411,220	410,085	(1,135)
Surplus before interest	**35,814**	**42,384**	**(6,570)**	**1,710**	**11,482**	**(9,772)**
Interest	1,552	2,304	752	1,971	2,764	793
Net surplus	**34,262**	**40,080**	**(5,818)**	**(261)**	**8,718**	**(8,979)**

YTD October 2022 reflects a net surplus from operations of $34M, which is $5.8M behind budget driven by lower student enrolments and a provision for the financial recovery plan.

The full year forecast projects a $0.3M deficit from operations, which is $9M behind budget. The forecast position for 2022 reflects the ongoing financial impact of lower than planned domestic enrolments and estimated financial recovery costs to ensure the University is fit for purpose in the coming years.

TEC Financial Covenants	2022 Year-end Forecast		
	FY Forecast	**TEC**	**Outcome**
Max commercial debt borrowings $000s	$51,141	$220,000	On target
Max aggregate financing $000s	$62,882	$243,000	On target
Max Debt / Debt + Equity Ratio	7%	30%	On target
Max Debt / Net Cash Flow Ratio	1.22	3.00	On target
Max Debt / Total Revenue Ratio	15%	55%	On target
Min Net Surplus Ratio	(0.1%)	>0.0%	Off target
Min Cash Flow from Operation Ratio	114%	113%	On target
Min Interest Cover Ratio	0.87	Suspended until 2026	
Min Liquidity Ratio	46%	2%	On target

All TEC financial covenants are projected to be met, except for the net surplus ratio. Management have already provisionally alerted the TEC to this potential risk and agreed that we will notify them once Council have agreed to the projections.

Financial Performance 2022 YTD Compared to 2021 YTD

$000s	Year to Date ($000s)		
	2022	**2021**	**Variance**
Income	369,758	376,707	(6,949)
Expense	335,496	324,739	(10,757)
Net surplus	**34,262**	**51,968**	**(17,706)**

Lower **year-to-date income** compared to the same period last year is driven by lower student enrolments.

Higher **year-to-date expense** compared to the same period last year is driven by higher salary costs due to a provision for financial recovery plan.

Overall, the **year-to-date net surplus** is $17.7M lower than the same last year reflects the net impact of lower student enrolments and higher operation costs in 2022.

Appendix 3: Canvas Project Report

Project Status Summary

	Project Progress All key milestones achieved.		**Project Budget** Forecasting an underspend of $737K.		**Project Resources** Project Team releasing resources		**Project Risks** No significant risks or issues identified.

The Project Closure report has been drafted and is available for review.

All Project Success Criteria have been met with the exception of the retirement of Blackboard which is on track to be completed in April 2023, outside of the project timeframe.

Both Canvas Support and Course Development Support are now being handled by altLAB with support for Semester 2 courses following the expected pattern of calls with no significant issues identified.

Interim results from the Student Canvas feedback survey have been received, which show that Canvas is widely used by students with 97% of students accessing Canvas on at least a weekly basis (66% access on at least a daily basis) with 84% of students 'satisfied' with Canvas, of which 36% are extremely satisfied. The results also indicate that lecturers are using the platform in different ways that in turn causes some confusion for Students.

The Project team continues to reduce with both planned and unplanned contract completions. As a result, the forecast underspend for the project continues to improve with a forecast underspend now at $737K along with the $700K contingency that remains unassigned.

The 2023 Course development cycle is progressing to plan with the first phase now completed. Project resources continue to be constrained.
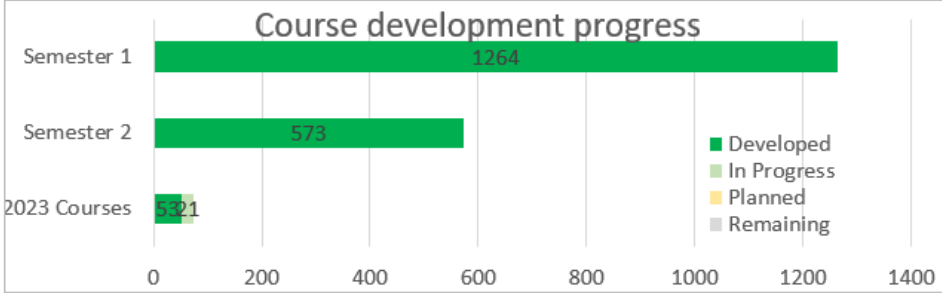
Key Milestones

All key Milestones have been completed in line with Target dates.

Milestone	Status	Baseline Date	Target date	Notes
~~Canvas Contract Agreed~~	~~cmpl~~			
~~Environments Commissioned~~	~~cmpl~~			
~~Development Resources confirmed~~	~~cmpl~~		~~3/3/21~~	
~~Baseline Curriculum workload confirmed~~	~~cmpl~~		~~10/3/21~~	
~~Baseline Canvas configuration completed~~	~~cmpl~~		~~24/3/21~~	
~~Project team training completed~~	~~cmpl~~		~~7/4/21~~	

Curriculum development cycle 1 completed	cmpl	14/6/21	2/7/21	Cycle 1a completed on 2/7/21, Cycle 1b completed 6/8/21.
Curriculum development cycle 2 completed	cmpl	23/8/21	10/9/21	Cycle 2a completed on 10/9/21 and 2b completed on 15/10/21.
Curriculum development cycle 3 completed	cmpl	1/11/21	19/11/21	Cycle 3a completed on 19/11/21. Cycle 3b completed on 18/10/21
Blackboard content migrated	cmpl		31/3/22	Extension provided by Instructure. 2020/2021 courses migrated (20/6).
Curriculum development cycle 4 completed	cmpl	14/2/21	25/2/22	Cycle 4a completed on 18/2/22 Cycle 4b completed on 25/2/22
Cut Over to Canvas	cmpl		25/2/22	
Curriculum development cycle 5 completed	cmpl	25/4/22	6/5/22	Cycle 5a completed on 6/5/22 Cycle 5b completed on 10/6/22
Curriculum development cycle 6 completed	cmpl	4/7/22	15/7/22	Cycle 6a completed on 15/7/22

Project Status by Stream

🚦	<u>LMS technical Implementation.</u> The Canvas environment continues to perform well with no significant issues reported.
🚦	<u>Curriculum Development.</u> The 2023 Course development cycle is progressing as planned. Of the 74 courses planned 53 have been completed and the remaining 21 are currently being developed. **Course development progress** Semester 1: 1264 Semester 2: 573 2023 Courses: 53, 21 Legend: ■ Developed ■ In Progress ■ Planned ■ Remaining (Axis: 0, 200, 400, 600, 800, 1000, 1200, 1400)
🚦	<u>Blackboard migration.</u> The technical migration of 2020 / 2021 Blackboard content to Canvas by Instructure has been completed.
🚦	<u>Change management</u> The Interim results from the Student Canvas feedback survey are available and show that Canvas is widely used by students with 97% of students accessing Canvas during each week, whether it be hourly, daily or several times a week (66% access on at least a daily basis). 84% of students are 'satisfied' with Canvas, of which 36% are extremely satisfied. Nearly half of the respondents (46%) reported finding the layout and design confusing. From the related comments confusion appears to be around how lecturers are using Canvas rather than the base course design and layout, particularly around online sessions and their recordings which had a heightened importance across Semester 1. On a positive note, 83% of students perceived that they have a mostly consistent experience between courses. The words 'Easy', 'Helpful', 'Simple', and 'Informative' were most prominent positive words that students used when describing their experience of using Canvas.

Financial Summary

As at September 2022 month end the forecast position of the project is that the project spend will be $1.436M, 9.6%, under budget (this includes the project contingency of $706K).

Financial Summary (as @ September month end):

Learning Management System	Council approved budget	Spend to September 2022	Remaining Spend	Total Project Spend	Underspend / (Overspend)
	('000)	('000)	('000)	('000)	('000)
Academic Course development	5,200	5,812	0	5,812	(612)
Learning Designers	3,100	2,471	142	2,612	488
Learning Technologists	1,200	1,549	111	1,660	(460)
Media Developers	1,000	959	72	1,031	(31)
Staff Contingency (annual leave balance)	0	0	179	179	(179)
Course Development	**10,500**	**10,791**	**504**	**11,295**	**(795)**
Canvas professional services	130	43	0	43	87
Development of AUT integrations	250	142	36	178	72
Course template development	250	24	0	25	225
Special Considerations	0	175	0	175	(175)
Blackboard cut over costs	125	0	0	0	125
Integration Student Portal	100	0	0	0	100
Integrate with Datawarehouse	100	0	10	10	90
Technical Implementation	**955**	**385**	**46**	**430**	**525**
First year license cost	800	415	0	415	385
Project manager	390	275	41	316	74
Project change champion	320	154	0	154	166
Faculty rep	720	450	0	450	270
Project Coordinator	355	154	14	168	187
Project expenses	90	69	103	172	(82)
Project Cost	**2,675**	**1,517**	**157**	**1,674**	**1,001**
Contingency	706	0	700	700	6
Total	**14,836**	**12,693**	**1,407**	**14,099**	**737** #

Notes:

(1) Spend to September 2022 accounts has consumed 86% of the project budget and have completed 100% of course development

(2) The Council approved budget contained a contingency of $706K which is still in the forecast and there is no known commitment against it to date.
(4) Overall, the project is forecasted to have $737K savings from the approved budget

Notes on Major Variances	('000)	
Course development	(795)	Originally budgeted for 1,750 courses. Actual courses developed totalled 1,837. Remaining Course development salary is forecasted at $504K (including $179K contingency) covering period from Oct to Dec to support Semester 2 courses and development support of 2023 courses.
Technical Implementation	525	(a) Course template development significantly less than budgeted. (b) Special considerations not budgeted but required for project. (c) Black board cut over cost classified as opex. (d) No work required on integration with student portal. The cross subsidisation among these four items resulted in overall positive of $525k.
Project Costs	1,001	(a) License cost $385K less than budgeted. (b) Project manager, coordinator and change manager salary less than budgeted due to later start date. (c) Faculty reps budgeted for 24 months, but only required for 15 months. (d) Project expenses is overbudget which included 30K legal fees and buyout of leased computer devices.

Key Issues & Risk Analysis
No key Issues or Risks to report.

Key activities / Milestones for next month
The following activities / Milestones are planned for over the next month:

- Cycle 2023 development.
- Project close activities

Appendix 4: University key performance indicators – Progress report

University key performance indicators: Progress report

9 November 2022

AUT has a new Statement of Service Performance in place from 2022, established as part of Investment Plan 2022-2024. It retains many of the KPIs from the previous Investment Plan and introduces several new measures designed to better understand the impact of AUT's teaching, research, and community engagement actions. Each KPI relates to at least one of the key themes of *AUT Directions*

- Theme 1 Creating exceptional learning experiences
- Theme 2 Discovery and application of knowledge for wellbeing and prosperity
- Theme 3 Responding to our place in the world
- Theme 4 Building our position as New Zealand's university of technology
- Theme 5 Being a great place to work and learn

KPIs	Theme(s)	Target 2022	YTD 2022	YTD 2021	Actual 2021	Notes
3. Proportion of bachelors graduates who completed work-integrated learning while studying	1, 4	90%	88%	87%	90%	Below target
5. Course completion rate for students from areas with high deprivation scores	1, 3	77%	70%	75%	77%	Below target (S1 results only)
6. Number of quality-assured research outputs	2	Annual increase	1,656	1,394	2,048	Above this time last year
7. Proportion of research-active academic staff	2	Annual increase	58%	49%	57%	Achieved
8. Value of new research contracts signed	2,4	Annual increase	$16.8M	$17.0M	$18.6M	Close to this time last year
9. Proportion of outputs with an international co-author	2, 3	Annual increase	59%	n/a	59%	Below target
10. Ranking amongst NZ universities for field citation ratio	2,4	Top-four placing	Second	n/a	Second	Based on 2019 publications (used for the 2022 reporting year), AUT's FCR is 2.79, above the sub-sector average of 2.56
11. Number of media articles using AUT staff as expert voices or highlighting AUT research	2,4	>1,000	1,097	1,273	1,475	Achieved

KPIs	Theme(s)	Target 2022	YTD 2022	YTD 2021	Actual 2021	Notes
12. Number of Māori graduates from bachelors degrees	1, 3	Annual increase	106	107	305	Close to this time last year
13. Number of Māori students in research programmes	2,3	Annual increase	137	110	113	Achieved
14. Number of Pacific graduates from bachelors degrees	1, 3	Annual increase	192	203	440	Below this time last year
15. Number of Pacific students in research programmes	2, 3	Annual increase	88	87	93	Close to this time last year
16. Number of EFTS at South Campus	3, 5	Annual increase	1,979	2,219	2,223	Below target; unlikely to achieve based on past enrolment trends

Results still to come

KPI	Theme(s)	Target 2022	Actual 2021	Source	Available
1. Proportion of students who would recommend their programme of study	1	81.5%	82%	Annual Programme Survey	Annually (December)
2. Proportion of students who are satisfied with teaching quality	1	83%	82.5%	Annual Programme Survey	Annually (December)
4. Proportion of available graduates who are working full time	1	81%	80.5%	Annual Graduate Survey	Annually (December)

VC's Report to Council – May 2022

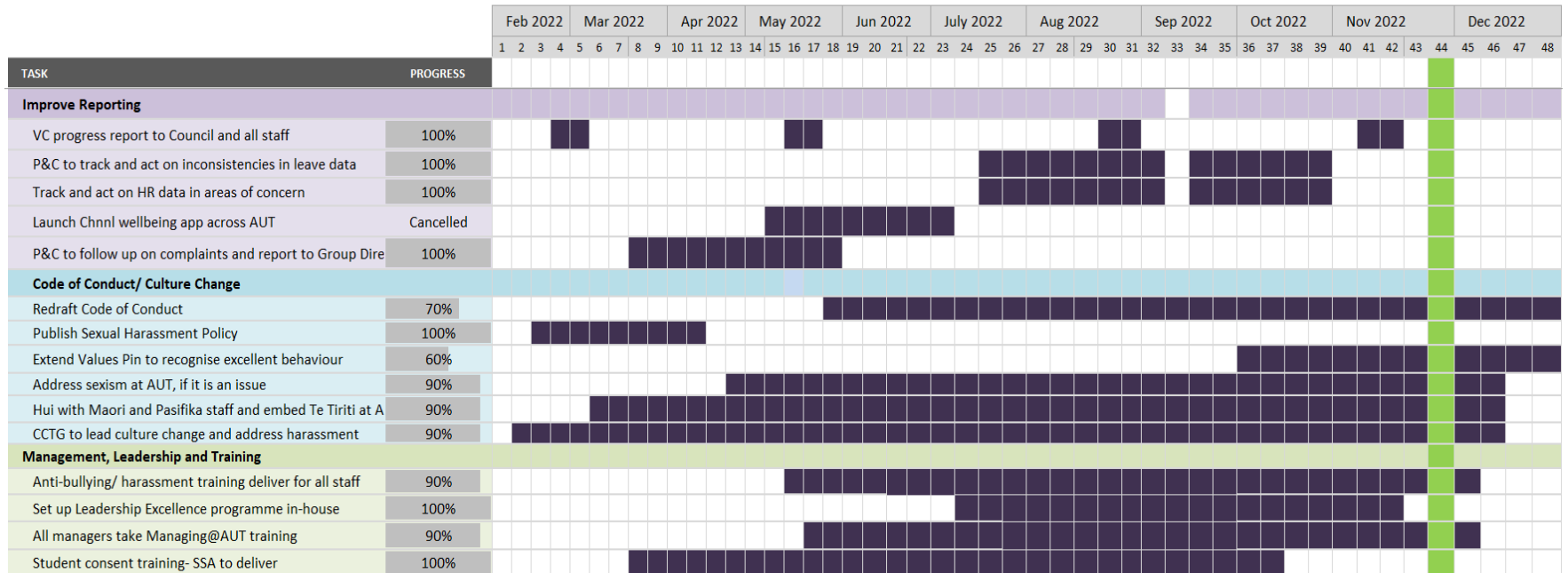## Appendix 5: Independent Review implementation year-end update

November 2022

We are nearing completion of the Independent Review project. Below you can see the 1) project plan gannt chart, 2) a table with our work to date and upcoming actions, and 3) next steps/ opportunities identified for 2023.

1) Project plan gannt chart:

Independent Review Recommendations Implementation 2022

Beth Bundy, Group Director P&C, AUT

TASK	PROGRESS
Improve Reporting	
VC progress report to Council and all staff	100%
P&C to track and act on inconsistencies in leave data	100%
Track and act on HR data in areas of concern	100%
Launch Chnnl wellbeing app across AUT	Cancelled
P&C to follow up on complaints and report to Group Dire	100%
Code of Conduct/ Culture Change	
Redraft Code of Conduct	70%
Publish Sexual Harassment Policy	100%
Extend Values Pin to recognise excellent behaviour	60%
Address sexism at AUT, if it is an issue	90%
Hui with Maori and Pasifika staff and embed Te Tiriti at A	90%
CCTG to lead culture change and address harassment	90%
Management, Leadership and Training	
Anti-bullying/ harassment training deliver for all staff	90%
Set up Leadership Excellence programme in-house	100%
All managers take Managing@AUT training	90%
Student consent training- SSA to deliver	100%

2) Work to date and upcoming actions

In 2022 we focused on adding value by further addressing the QC Recommendations noted below, which are sorted by theme.

Theme	Recommendation	Work to date	Upcoming actions	Current Status of Activity
Improve reporting	3. VC Report to Council/ AUT on progress against the Review's recommendations 6-monthly and then annually	This marks the eighth progress report to Council. All staff have also been regularly updated on our progress via TUIA, emails and video chats.	Continue to provide quarterly reports to Council.	Reports are being provided to both Council and the P&C Committee. Activity is regularly updated on internal channels to update staff.
	8. Ensure leave is properly recorded and taken	P&C tracks leave balances and managers are responsible for ensuring leave is taken.	n/a (Complete)	Monthly reporting is provided to all divisional managers.
	30. Track HR data, identify and act on trends	P&C began to track and act on data in key areas of concern.	n/a (Complete)	P&C provides detailed reports of staff turnover, sick leave and retention rates in the monthly VC report.
	31. P&C to follow up with all complainants and report to Group Director P&C	A process was devised for following up on complaints.	The process has been implemented, and regular reports are being made to the Group Director P&C.	Details of the complaints and the follow-up with individual staff are detailed in the AUT Council quarterly report.
	32. Invest in Chnnl, P&C to investigate issues raised	The Chnnl trial was a success, however other tools may be more appropriate.	To pursue other more appropriate tools to investigate issues raised.	A review of usage and consideration of its purpose from the review recommendations have indicated other tools are more appropriately responding to this.
Code of Conduct/ Culture change	4. Redraft Code of Conduct and Sexual Harassment (SH) Policy	SH policy was drafted, consulted and published.	A project has commenced developing a new Code of Conduct.	The Sexual Harassment Policy has been published.
	21. Extend Values pin to recognise excellent behaviour	A review, led by OMA, began on AUT's Values in Action. A toolkit was developed for leaders and staff and webinars on how to integrate values-led behaviour into the e-MAP conversation. The eMAP form has been	The eMAP update will progress pending availability of the ICT Dev team. Look at ways the Values Pin can be extended across the	The Vice Chancellors Office are initiating a review of the University Excellence Awards and associated activity. This review will provide the appropriate opportunity to consider

|		partially updated this year. Additional changes to the form will require additional budget which was not available in 2022. The New Leaders@AUT. Programme was introduced.	organisation and link to the VC's annual awards celebrations.	how the Values Pin Award might form part of the wider University's strategic reward and recognition activity.
	24. CCTG to lead culture change and address harassment	CCTG began work on key areas including Accountability, Action planning, Policy review, Surveys and Data, and Values. It created a Journey Map for culture change.	CCTG continues to progress its work plan by advising P&C and the VC on ways to improve culture at AUT. The VC is considering the CCTG's proposed next steps.	The Vice Chancellor has met with the Co-Chairs and the Group Director P&C to discuss the future of the CCTG. CCTG drafted a paper confirming the contribution of the CCTG to date and proposing the model for the future.
	35. Address sexism at AUT, if it is an issue	Thinking began in this space but the lockdown paused progress on this initiative. The Gender Tick has been achieved for the advanced criteria.	We have achieved the Gender Tick – action now working on gender and ethnicity pay gap action plans.	We participated in the Mind the Gap initiative, informed by the Public Service Commission's new Te Orowaru Pay Equity Assessment. The Gender Pay Gap action plan and an Ethnicity Pay Gap plan is being updated.
	36. Hui with Māori and Pasifika staff and embed Te Tiriti at AUT	Office of Māori Advancement led work to determine how we build cultural capability and improve training around living our values and Te Tiriti.	OMA/ VCO will continue to lead this work. Beth and Valance will review Te Ara Whiti document and how we can apply it at AUT. A funding proposal has gone to SLT, to train all staff in AUT values, values-behaviours, and Te Tiriti. P&C is poised to support training, development and delivery if funding is approved.	The University Te Tiriti Strategy is on course for completion in 2022. The P&C Business Plan has confirmed the anticipated resource requirements for delivery of programme to build organisational capability and individual competency from 2023.
Management, Leadership and Training	19. Student Consent training	SSA developed the student consent programme and began rolling it out students in AUT Accommodation	A compulsory component of induction for all students is undertaking this training.	SSA delivered an initial programme to all residential students in 2022. The initial programme has been reviewed and revised.

20. Leadership & Management Training; set up Leadership & Excellence programme	Following covid delays, these programmes are back up and running.	P&C will continue to deliver Leadership and Management training including Catalyst, Aspire, Ignite, and People Leaders Essentials training.	Leadership and excellence programs are operating across management levels at AUT. Each program has a module on addressing bullying and harassment.
27. Bullying and harassment/ conduct training for all staff	The senior leadership modelled this behaviour by being the first group to undergo the training. 379 People Leaders have attended the training so far, and 199 have attended the all-staff sessions	Anti- Bullying and Harassment training will continue in 2023, to be delivered internally by the EARS team.	96% of managers have attended the Bystander course for people leaders.
28. All managers to take Managing@AUT training	All leadership and management development includes modules on people management and having difficult conversations.	Managing@AUT training will continue to be delivered.	All outstanding attendees have been scheduled to attend and SLT have been advised of those who have not yet attended.

3) NEXT STEPS

A review was recently conducted of all activity undertaken to date by AUT in response to the Independent Review recommendations. Our response was compared to that undertaken by two other universities—Australia National University and University of Auckland. Opportunities for AUT were identified, and the next steps will be to review these opportunities with the Head of EARS against the EARS/ VC charter and other EARS-type programmes internationally, and to determine whether we should pursue these opportunities.

Opportunities for AUT to potentially progress in 2023:
1. Develop an action plan around creating a culture of respect and consent
2. Support the implementation of the action plan by establishing a Steering Group
3. Support the action plan with a Code of Conduct
4. Develop or amend policies to give effect to the action plan – including something around harmful sexual behaviour and something more specific around personal relationships at university
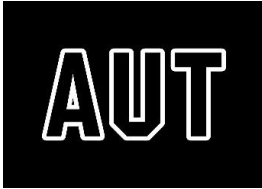
PART A OPEN AGENDA ITEM	6

Council Agenda Paper

Subject: **CHANCELLOR'S REPORT**

Date: 5 December 2022

RECOMMENDATION:

THAT COUNCIL RECEIVE THE CHANCELLOR'S REPORT

The University is overcoming a range of challenges at present. We have been deeply affected by the pandemic disruption of recent years. In addition, there are wider issues of economic conditions and social inequality which are a serious challenge. Two decades of growth from our inception as a university had ended before the pandemic and we have minimal financial flexibility. AUT is responding appropriately through a deep examination of where we are now and where we are heading in the future.

This has been reflected in the development of Ki Uta Ki Tai as the framework for student. This is not simply a shift in emphasis but a distinctive approach to our role in our communities. While consistent with government policies it is not supported by needed funding and our resolve around it is tested. We will survive that test.

It is also reflected in hard work around unacceptable aspects of university culture to establish sound principles and actions consistent with our mission. This also includes the previous lack of progress on our Tiriti commitments and opportunities which require deep and urgent action. Also, our relationships with Pacific and wider ethnic and cultural communities must be advanced and deepened. As Council we must ensure that these aspects of the University flourish. This all means mind, spirit, and resources.

We must also continue to show leadership in providing a relevant education for the future workforce. Despite the many great graduates, we help to create, we should continually question whether our courses, programmes and research are meeting the fast-changing employment and social engagement needs of our communities. We need to maintain our position of leadership in this space because it matters very much to our students – current and future and more broadly to the communities we serve.

Amidst this we face a serious and related financial challenge. The shifts in numbers and nature of student participation are not temporary but part of trends. The funding flow from government is not going to float us off any reefs we hit. We search for and promote private funding support, but this is neither quick nor can it be core. Accordingly, we have had to undertake the current financial restructuring.

This was always going to be painful and controversial. Especially amidst a surge of general inflation placing pressure on staff and students alike, an inflation which in terms of university costs is far from fully funded. But we do not choose the conditions in which the University must act.

The University executive leadership is undertaking a carefully considered restructure. The Council has fully supported this and must continue to do so. As Chancellor I have stayed close to the Vice-Chancellor as he leads this, supporting and challenging approaches as required. I consider that he and his leadership team have taken a principled and careful approach. I know that it has been difficult and testing for them and that their care for the University and its people has been paramount in how they have acted. The management and personal details are not for this Council, but our full and open support is justified.

Rob Campbell
CHANCELLOR

Part A	7.1
OPEN AGENDA ITEM	
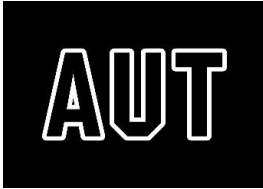
<u>Council Agenda Paper</u>

Subject: **REPORT FROM ACADEMIC BOARD**

Date: 21 November 2022

RECOMMENDATION:

THAT COUNCIL RECEIVE THE ACADEMIC BOARD REPORT AND MINUTES OF THE MEETINGS HELD ON 25 JULY, 29 AUGUST, 3 OCTOBER AND 31 OCTOBER 2022

The minutes are in supplementary papers.

Academic Board Report to Council

Meeting held 25 July 2022

Strategic Matters and Policy Developments

- **PBRF** – The Vice-Chancellor reported on the TEC decision to delay the 2025 PBRF round to 2026 and outlined some of the ramifications.

Committees of Academic Board

- Academic Board approved six proposals and reports for submission to CUAP Round 2 2022: one new subject; one change of qualification structure; one change to admission requirements; one change of qualification name; deletion of six subjects; and, deletion of nine qualifications.

- Academic Board approved the closure to new enrolments into four programmes and two specialisations from 1 January 2023 and one specialisation from Semester 2 2022.

Other

Nil.

Academic Board Report to Council

Meeting held 29 August 2022

Strategic Matters and Policy Developments

University Planning update – The Vice-Chancellor and the Chief Financial Officer outlined the continuing revenue and cost challenges facing the University. The robust 3-year financial planning process which has commenced in alignment with the University's strategic direction and priorities was highlighted as well as the commitment to recovery, core activities of teaching and research, and continued development as a university.

Committees of Academic Board

- Academic Board approved the further extension of TOEFL and IELTS conditions introduced in 2020 and extended in 2021.

- Academic Board approved the closure to new enrolments into one programme and one major from 1 January 2023.

Other

Nil.

Academic Board Report to Council

Meeting held 3 October 2022

Strategic Matters and Policy Developments

- **AUT's Financial Recovery Update**
  The Vice-Chancellor and members of the Executive Team acknowledged the difficulty of the current situation for all staff and encouraged members to make submissions on the proposal document during the consultation period. Aspects highlighted included: financial and EFTS forecasts; themes of feedback received to date; and, the engagement of Deloitte for the review of professional staff.

Committees of Academic Board

- Academic Board approved changes to the Monitoring and Review of Programmes Policy.

Other

- Two members' items related to the Financial Recovery were discussed: the value of scholarly service in assessing AUT's financial recovery proposal; and, how the professoriate can contribute to increasing research-related income.

Academic Board Report to Council

Meeting held 31 October 2022

Strategic Matters and Policy Developments

- **Academic Freedom and Freedom of Expression**
  The Vice-Chancellor outlined the establishment of a working group to shape a policy or position statement to clarify and inform the University's values and position around freedom of expression and academic freedom. The constitution of the working group was discussed and members invited to participate.

- **AUT Travel Policy**
  An overview of the renewed Travel Policy and the international travel points system was provided including details of the processes followed in their preparation.

- **AUT's Financial Recovery Update**
  The Vice-Chancellor informed the meeting that the FTE reduction in Group 1 Faculty academic activities has risen from 150 (as proposed early September) to 170 due to a lower EFTS forecast, increasing costs and inflation plus potential salary increases in 2023. The revised timeframe was outlined. It was noted that two programmes initially identified in the proposal for closure have been retained.

Other

- Academic Board approved changes to the General Academic Regulations that address inconsistencies in terminology around research projects and provide greater clarity in terms of postgraduate research component appeals processes.

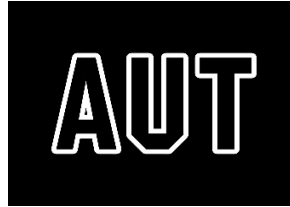| Part A OPEN AGENDA ITEM	7.2

Council Agenda Paper

Subject: **DRAFT MINUTES OF THE COUNCIL PEOPLE AND CULTURE COMMITTEE MEETING HELD ON 21 NOVEMBER 2022**

Date: 23 November 2022

RECOMMENDATION:

THAT COUNCIL RECEIVE THE DRAFT MINUTES OF THE COUNCIL PEOPLE AND CULTURE COMMITTEE MEETING HELD ON 21 NOVEMBER 2022

MINUTES

Council People and Culture Committee

Meeting held Monday 21 November 2022 commencing 11.00 am
Council Room, Level 7, AUT City Campus

PRESENT:	J Smith (Chair), D Salesa, R Campbell and S Wendt
SECRETARY:	A Vujnovich, Council Secretary
IN ATTENDANCE:	W Lawson (Deputy Vice Chancellor- Academic) B Bundy (Group Director, People and Culture) D Shanta (Director, HR Business Partnering) K Birch (Director, Talent & Culture) For item 4.1: D Pinchen (Director, HSW)

1   OPENING OF THE MEETING, WELCOME AND APOLOGIES

1.1   Health and Safety Walk

- The People and Culture Committee assist and support the Director of Health and Safety and provide feedback and review areas of concern regarding health and safety. Council will also undertake a health and safety walk when meeting at AUT North and AUT South.

- The Health and Safety walk was held on Level 13, Oracle Building in the Brand, Marketing and Communication Division. As well as its usual work, the Division delivers events to the public on campus and in schools, which involve a level of health and safety responsibility greater than its office-based activities.

- It was noted that a workplace should provide easily locatable information for new staff, including how to respond to an incident and report a hazard. Notices providing useful health and safety information was evident during the walk.

- The Group Director advised that health and safety is an item considered by the wider group during WIP updates and in all team meetings. When events are held in Schools, staff are police vetted and processes are implemented according to the Vulnerable Children Act and the policies and procedures of the school are followed.

- New processes have been put in place to educate new staff in the Division as well as Faculty staff who contribute to Division activities such as with AUT Live. This was put in place after the health and safety incident reported at AUT Live caused by a Faculty staff member who was unfamiliar with the AUT Live venue (see item below).

- The Group Director undertakes regular HSW walks and will document these in the new HSW system so these appear in the regular Division reports. The Director didn't understand the requirement to report the HSW walks in its HSW KPI report and had only been reporting incidents. This will be corrected in future HSW reports from the Division.

- The Fire extinguisher was up to date in the maintenance schedule and sprinklers were located in the ceiling. The Committee noted recycling bins blocking egress ways, cardboard boxes presenting a trip hazard and computer wires not taped to the floor. These hazards will be corrected immediately.

- It was noted that HSW should be part of everyday work and should be balanced, impactful and automated wherever possible.

- The HSW audit of the Division has been deferred by the Internal Auditor and will be included in the 2023 audit plan.

The Chair opened the meeting with a Karakia.

Resolved

THAT APOLOGIES FROM R BLAIR AND M ROYAL BE RECEIVED.

2   MINUTES OF THE PREVIOUS MEETING(S)

2.1   Minutes of the Council People and Culture Committee Meeting held on 18 July 2022

Received

Minutes of the Council People and Culture Committee Meeting held on 18 July 2022

Resolved

THAT THE MINUTES OF THE COUNCIL PEOPLE AND CULTURE COMMITTEE MEETING HELD ON 18 JULY 2022 BE CONFIRMED AS A TRUE AND CORRECT RECORD.

3   INITIAL ITEMS AND MATTERS ARISING

3.1   Table of Actions

Resolved

THAT THE COUNCIL PEOPLE AND CULTURE COMMITTEE RECEIVE THE TABLE OF ACTIONS

4   BUSINESS

4.1   Health, Safety & Wellbeing Reports July, August, September and October and HSW Management Committee Minutes of the meeting held on 25 August 2022

Received

Health, Safety & Wellbeing Reports July, August, September and October and HSW Management Committee Minutes of the meeting held on 25 August 2022

Noted in discussion

- There was a notifiable event associated with the A1 project. Regular reports should be provided by the A1 project team to the HSW team as well as incident reports. The Project team has been notified and this will be corrected.

- An incident reported by the Brand and Marketing Division occurred at the recent AUT Live event where the entrance to the dangerous goods storage area was made accessible. No-one was harmed, however, the report was made 24 hours after the incident.

- There should be clear timeframes for reporting and responding to incidents and any outstanding matters should be highlighted in the report itself.

- The automated HSW system will be fully implemented in Q1 2023 and will provide clear data and timelines for reporting, responding and remedial actions taken in response to an incident or notification.

- A campaign will be held in 2023 informing staff on the importance of reporting and responding promptly to an incident as well as notifying Estates using the HSW platform so that a matter can be dealt with as soon as possible.

- HSW reports are comprehensive and published on the HSW web site and the People Leaders website. Faculty executive committees also receive HSW reports, and these are discussed at multiple levels.

- The HSW team is having a positive impact. The HSW culture is changing in the University and staff are committed. HSW is more than box ticking and the importance of health and safety has been adopted by University leadership.
- Monthly HSW reports will continue to be received by the Committee until the HSW system is fully implemented then summary reports can be provided.
- The Director HSW will provide more information on an incident in the Waikato.

Resolved

HEALTH, SAFETY & WELLBEING REPORTS JULY, AUGUST, SEPTEMBER AND OCTOBER AND HSW MANAGEMENT COMMITTEE MINUTES OF THE MEETING HELD ON 25 AUGUST 2022

4.2   Wider University Culture and Values

4.2(a)   Independent Review 2022 Implementation Plan Progress Update and Report in Response to Recommendation 31
Received
Independent Review 2022 Implementation Plan Progress Update and Report

Noted in discussion
Progress
- The plan is on track to complete the Independent Review project by the end of 2022.
- The work in 2022 focused on adding value by further addressing the Recommendations sorted by themes of improving reporting, Code of Conduct and culture change and management and leadership training.

Future Work
- The Vice-Chancellor has asked for a review of activity undertaken to date. A Project Manager has been engaged to review the work and compare to that undertaken by other universities. On completion of this assessment, a report will be provided confirming how our activities compare and areas for further work.
- It was noted that Council should be made aware of matters that have been referred to the Human Rights Proceedings and management should consider the pathway of escalation. A pathway of escalation to Council could also be considered for serious matters referred to the Privacy Commissioner.
- The Group Director reported that implementation of many of the Recommendations has been very effective, for example the EARS programme where its independence and ability to manage issues has had a significant impact on the willingness of staff to report concerns.
- Leadership Training has also been effective in changing behaviours, building trust, and engaging in difficult conversations. The next step is to engage with staff who are not taking up the opportunity for training.
- Policies and procedures have also been updated and a review of the offering by People and Culture will be undertaken in 2023. The aim is for continual improvement and demonstrating authenticity in delivery and the processes to consider staff matters and concerns. The core values and principles of the University should be at the centre of its activities.
- The Financial Recovery Programme is underway according to the projected time frames. EAP will be made available to staff and eligible staff have access to a retraining allowance.

Resolved

THAT THE COUNCIL PEOPLE AND CULTURE COMMITTEE RECEIVE THE INDEPENDENT REVIEW IMPLEMENTATION PLAN PROGRESS UPDATE AND REPORT IN RESPONSE TO RECOMMENDATION 31

4.2(b)   Independent Review Overall Implementation Review
Received

Page | 3

Independent Review Overall Implementation Review and Report on Opportunities and Options for Culture Change

<u>Noted in discussion</u>
Progress
- The majority of recommendations have been adopted and implemented.

<u>Resolved</u>

THAT THE COUNCIL PEOPLE AND CULTURE COMMITTEE RECEIVE THE WIDER UNIVERSITY CULTURE AND VALUES – INDEPENDENT REVIEW OVERALL IMPLEMENTATION REVIEW AND REPORT ON OPPORTUNITIES AND OPTIONS FOR CULTURE CHANGE

4.2(c) **Cultural Change Transition Group and People and Culture Report**
<u>Received</u>
CCTG and People & Culture Update October 2022

<u>Noted in discussion</u>
Progress
- The Culture Change Transition Group (CCTG) was established in May 2021 and exists to monitor and provide advice and feedback to the Vice Chancellor on the implementation of the relevant Independent Review recommendations and to support AUT's efforts towards embedding a culture of tika, pono and aroha.
- The CCTG comprises a diverse group from across AUT to ensure AUT is a safe and welcoming place for people to work and learn.

Key Actions
- These include feedback on policy design, policy development and on a variety of matters at the request of People and Culture, supporting the development of a proposal on values-behaviours and Te Tiriti training, supporting the establishment of EARS and developing a draft Cultural Action Plan.

Recommendations for the Future
- On the expiration of the CCTG in May 2023, the CCTG's function and responsibilities will be transferred to a representative group of 5-6 people, who will serve as a reference group to People and Culture and the VCO.
- CCTG's role will be to provide feedback and recommendations on projects, policies and processes that impact on staff culture and wellbeing.
- The principles underpinning CCTG's draft Cultural Action Plan, will be incorporated into the Te Tiriti Framework.
- The CCTG will contribute to the development, education, embedding and monitoring of the new framework under the Office of the Vice Chancellor, and support People and Culture in the development of a new Code of Conduct in 2023.

<u>Resolved</u>

THAT THE COUNCIL PEOPLE AND CULTURE COMMITTEE RECEIVE THE WIDER UNIVERSITY CULTURE AND VALUES – CCTG AND PEOPLE & CULTURE UPDATE OCTOBER 2022

4.2(d) **Eke Tangaroa Programme Report**
<u>Received</u>
Eke Tangaroa Programme Report

<u>Noted in discussion</u>

2022 Cohort
- A significant change is the appointment of a Kaiurungi which has had an impact on recruitment to the programme. The Eke Tangaroa recruitment process started in April and 15 expressions of interest were received.
- Recruitment completed in September with the appointment of 8 Kaihoe - the largest cohort to date, and the first to include male Māori academics. This cohort comprises 4 Māori, 4 Pacific, 4 male and 4 female Kaihoe.

Promoting the Eke Tangaroa programme:
- A permanent webpage on aut.ac.nz is under construction to create a permanent public-facing online presence and digital reality.

Resolved

THAT THE COUNCIL PEOPLE AND CULTURE COMMITTEE RECEIVE AN UPDATE ON THE WIDER UNIVERSITY CULTURE AND VALUES - EKE TANGAROA PROGRAMME REPORT

4.3   Attraction, Development and Retention of Academic and Professional Staff - My Annual Plan (eMAP)
Received
My Annual Plan (eMAP) Report

Noted in discussion
- The My Annual Plan (e-MAPs) form is built in SharePoint and is tailored to support the development of staff. It now forms an important part of managing staff through enabling a formal conversation between a manager and staff to set goals, build on strengths, and identify strategies to improve areas for development.
- The e-MAP still has areas for improvement including in reporting and increased participation.

Future Work
- Targeted communications to people leaders, with regular reporting on the completion data for their team.
- Senior leaders role model behaviour which encourages engagement with the EMap starting with the Executive Leadership Team.
- The 2023 communication plan and engagement strategy includes:
  - Webinars for Professional staff on the importance and value of e-MAP conversations;
  - Webinars for Academic staff on e-MAP conversations;
  - Tutorial videos on how to navigate the forms; and
  - Usual reminders throughout the year via the People Leaders' Update

Resolved

THAT THE COUNCIL PEOPLE AND CULTURE COMMITTEE RECEIVE THE ATTRACTION, DEVELOPMENT AND RETENTION OF ACADEMIC AND PROFESSIONAL STAFF - MY ANNUAL PLAN (EMAP) UPDATE

4.4   Remuneration and Reward

4.4(a) Academic Promotions & Progression Reprort- Diversity and Equity Focus.

Received
Presentation from the Deputy Vice Chancellor- Academic

Noted in discussion
- The statistics from the 2022 promotion demonstrated (which had an overall success rate of 67%) demonstrated that:

- o Māori who comprise 7% of academic staff had a success rate in promotion of 79% with 80% at professorial level.
  - o Pacific people who comprise 3% of academic staff had a success rate in promotion of 50% with 25% at professorial level; and
  - o Women who comprise 55% of academic staff had a success rate in promotion of 65% with 25 new associate professors and professors.
- The application process is now digital and more accessible and processes for appeal have been systemised and monitored. The policy and procedures are now available in a single document.
- In 2023, Te Tiriti factors may be included in the academic promotion process, including consideration by Maori kahui and Maori representation in decision making. Benchmarking is also underway.
- Processes for progression requires standardisation and intregation and there could be refinements in academic portfolio developement and development in the capability of Heads of Schools.

4.4(b) Allied Progressions Update

Received

Remuneration and Reward - Professional Progression Report November 2022

Noted in discussion
- The numbers are slightly lower than expected, however, it is early in the process and the figures will change when the second round of professional promotions and progressions is completed in November 2022.
- An update will be provided to the Committee at its first meeting in 2023.

Resolved

THAT THE COUNCIL PEOPLE AND CULTURE COMMITTEE RECEIVE THE REMUNERATION AND REWARD - PROFESSIONAL PROMOTIONS & PROGRESSION REPORT

5   OTHER BUSINESS
5.1   Organisational Health Indicators – No report

6   TERMINATION OF MEETING
The meeting terminated at 1.30 pm

7   NEXT MEETING
Date: 17 April 2023
Time: 11:30 pm – 2.30 pm
Venue: Council Room (WA710), AUT City, Level 7, WA Building, 55 Wellesley Street East.

Part A	8
OPEN AGENDA ITEM	

Council Agenda Paper

Subject: **HEALTH, SAFETY & WELLBEING REPORTS**

Date: 12 November 2022

RECOMMENDATION:

THAT COUNCIL RECEIVE THE HEALTH, SAFETY AND WELLBEING REPORTS FOR JULY, AUGUST, SEPTEMBER AND OCTOBER 2022

Monthly Health, Safety & Wellbeing Summary
## July 2022

Highlights - Digital HS&W Risk Management Platform

The procurement team have finalised the selection process and recommended moving forward with Noggin and their Work Safety platform as the preferred vendor. The recommendation had been accepted by the Group Director – People & Culture and the Chief Financial Officer, and AUT has placed the order. Internally the project will begin in early August, with discovery sessions scheduled for mid-August. Shortly a paper will be prepared for the executive, outlining an indicative project implementation timeline and other high-level considerations to support user uptake in their areas.

Risks - Completion of Monthly KPIs

Three areas of the University have not logged an HSW Korero/team engagement since the KPIs began in 2021, with two of these areas not supplying any staff or engaging in the HSW audit plan. Forty-five per cent of the organisation is yet to record an undesired circumstance (hazard spot). Roughly the same areas are yet to complete a monthly focussed inspection.

Performance (Lagging Indicators)

Twenty-eight events were recorded overall for July, an increase of four from June. Seven of these are categorised as accidents (an event that resulted in injury/ill-health), compared to six in June.
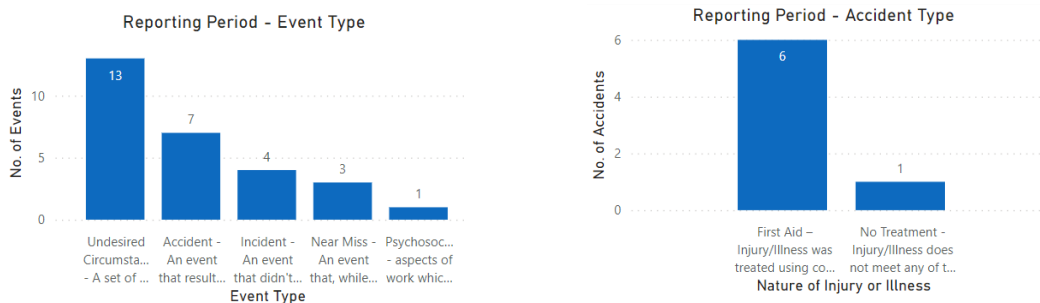
Undesired Circumstances (proactive reporting):

Thirteen undesired circumstances were recorded, a decrease of five from June. All are categorised as unsafe conditions, mainly building-related issues, all of which have been raised with Estates.

Psychosocial event:

A male came into the Employability Lab claiming to be a student and provided an invalid student. He seemed a bit suspicious, so we reported the event to security.

Year on year HSW incident / accident / event comparison

The overall year-to-date figures show a downward trend of 33% in the number of events reported for the comparative periods (193 events YTD compared to 288 events YTD for 2021). The decrease is likely reflective of a more hybrid working environment. However, there are still areas of the University that continue not to report any events or participate in audits and focused inspections. Further analysis and investigation are needed to ensure that the reported figures are accurate.

Projects Update

Digital HSW Solution – See highlights for current progress.

Psychological Safety – The content is created for the workshop series, and two teams have been nominated for the pilot.

Wellbeing Framework – The next Thrive team challenge kicks off on 15 August and is a four-week step challenge designed to get individuals and teams to increase their steps each day and feel better for it.

Monthly Health, Safety & Wellbeing Summary
## August 2022

Highlights - Korero/ Team Engagement

Our People Leaders community has exceeded the target for this activity. It is the first time since we introduced the monthly HSW KPIs at the beginning of 2021. Thank you to our People Leaders that have contributed to this success and their commitment to raising the profile of HSW, making AUT an even safer place to work and learn.

Risks - Serious Accident - Waikato University

An accident recently occurred at Waikato University, resulting in a staff member sustaining life-changing injuries which could have been fatal. The accident happened during a routine change of an oxygen cylinder which involves the regulator for the supply being installed on a new (full) oxygen cylinder. The HSW team issued an action to the known areas that use portable gas equipment; further details are in the exceptions report.

Performance (Lagging Indicators)

Forty-nine events were recorded overall for August, an increase of twenty-one from July. Thirteen of these are categorised as accidents (an event that resulted in injury/ill-health), compared to seven in July.
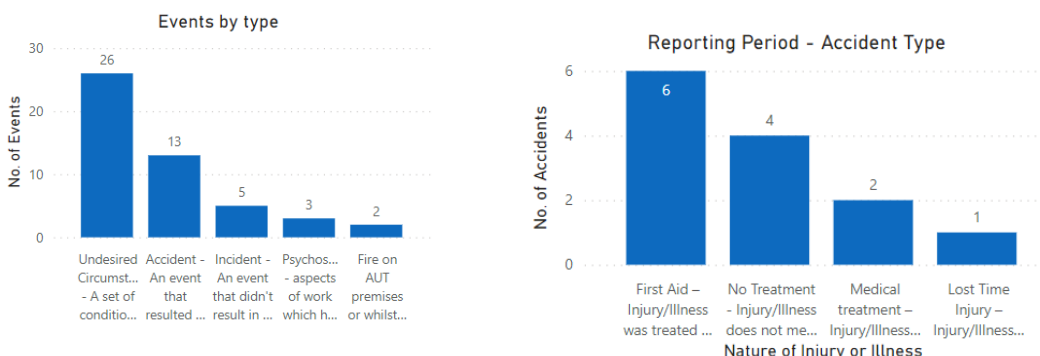
Significant Event

WS104 Dangerous Good Store door into WS100D corridor was left tied open with rope during AUT Live. The door from WS100D corridor into the main WS foyer WS100 was also propped open

- o An initial investigation by the school found the door to the storage area had been secured open
- o Initial action has resulted in all academic and non-essential access to this area being revoked
- o The HSW Team has started a full investigation into the event

Year on year HSW incident / accident / event comparison

The overall year-to-date figures show a downward trend of 37% in the number of events reported for the comparative periods (242 events YTD compared to 331 events YTD for 2021). The decrease is reflective of a more hybrid working environment. However, there are still areas of the University that continue not to report any events or participate in audits and focused inspections.

Projects Update – current Focus

Noggin (Risk Management) – Initial super-user training and process mapping started; a discovery session is planned for September.

Psychological Safety – Nine AUT policies and procedures have been revised to include psychological safety language; they are currently going through the review process.

Wellbeing Framework – finalising the next challenge on THRiVE, Masters of the Trivia-verse.

Monthly Health, Safety & Wellbeing Summary
September 2022

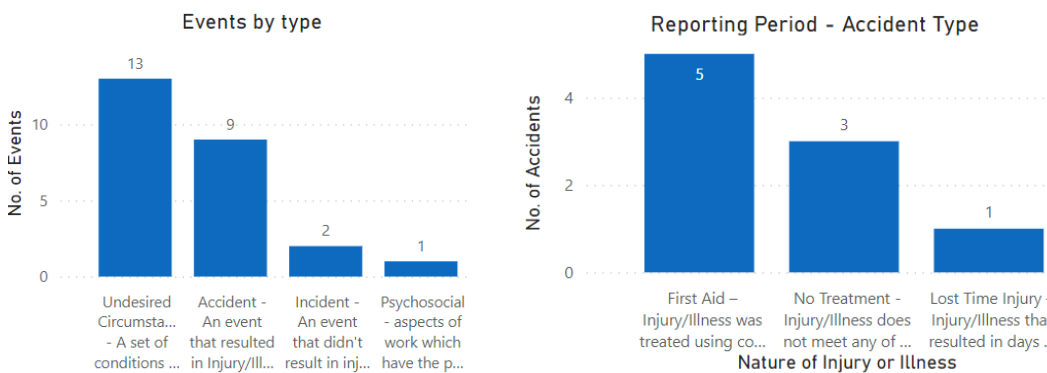### Highlights - Monthly KPIs – Korero/ Team Engagement

Our People Leaders community exceeded this activity's target for the second consecutive month. Thank you to our People Leaders that have contributed to this success and their commitment to raising the profile of HSW, making AUT an even safer place to work and learn.

Risks - Significant Event – WS Dangerous Goods Stores

During AUT Live, a secure access door to a high-hazard stores area and the adjacent corridor was fixed in the open position by an academic staff member. Due to the inherent risk, swipe card access to this area was recently revoked for all non-essential personnel. A full investigation has taken place, and a 'Learning from Events' briefing will be issued across the organisation to highlight the key issues. The investigation actions are included in the exceptions report.

Performance (Lagging Indicators)

Twenty-five events were recorded overall for September, a decrease of twenty-eight from August. Nine of these are categorised as accidents (an event that resulted in injury/ill-health), compared to fifteen in August.

Events by type

Type	No. of Events
Undesired Circumsta... - A set of conditions ...	13
Accident - An event that resulted in Injury/Ill...	9
Incident - An event that didn't result in inj...	2
Psychosocial - aspects of work which have the p...	1

Reporting Period - Accident Type

Nature of Injury or Illness

Nature	No. of Accidents
First Aid – Injury/Illness was treated using co...	5
No Treatment - Injury/Illness does not meet any of ...	3
Lost Time Injury – Injury/Illness that resulted in days ...	1

Lost Time Injury

- A research assistant used a style to climb over a farm fence and roll their ankle.
  - Sustained a broken ankle.
  - Other staff members were on-hand to help and administer initial first aid

Year on year HSW incident / accident / event comparison

The overall year-to-date figures show a downward trend of 19% in the number of events reported for the comparative periods (271 events YTD compared to 335 events YTD for 2021). The decrease is reflective of a more hybrid working environment. However, there are still areas of the University that continue not to report any events or participate in audits and focused inspections.

Projects Update – current Focus

Noggin (Risk Management) – Discovery planning is well underway, and we have already identified and prioritised various changes, events and tasks AUT want to automate, simplify and improve.

Psychological Safety – A paper is prepared for the Vice Chancellor to advise on current and future program activities. E-Map update continues and will be completed by November.

Wellbeing Framework – We have postponed Masters of the Trivia-verse on THRiVE until early 2023 to make way for targeted support during the consultation phase of the financial recovery plan.

AUT

Monthly Health, Safety & Wellbeing Summary
October 2022

Highlights

Recognition from Audit Findings - Vice Chancellor's Office

During this month's audit of the Return-to-Work protocol and procedure, the Vice Chancellor's Office has shown a great understanding of the requirements and has found creative and proactive ways to inform their area of our HSW procedures, leading to a best practice observation. Well done to those involved.

Risks

WorkSafe Notifiable Event – A1 Project

A Naylor-Love contract worker suffered a severe injury when using an electric drill. The incident was reported to WorkSafe, but there was a delay in the central HSW team being made aware. Naylor Love and AUT conducted a full investigation in an in-depth client investigation looking at how the HSW due diligence and the communication of HSW expectations and requirements took place. Further information will follow once this investigation has concluded.

Performance (Lagging Indicators)

Fifty-three events were recorded overall for October, an increase of twenty-four from September. Thirteen of these are categorised as accidents (an event that resulted in injury/ill-health), compared to eleven in September.
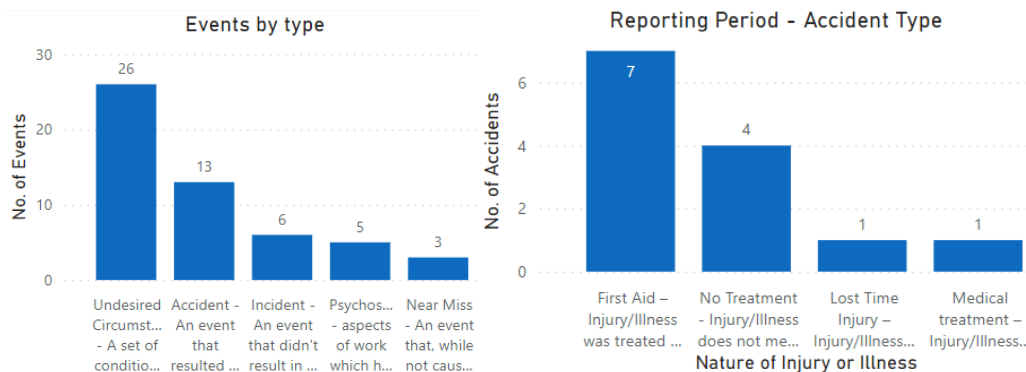
Lost Time Injury

- A staff member from Estates twisted their knee whilst stepping down from a ladder.
  - Sustained sprain/strain to the knee.

Medical Treatment Case – WorkSafe Notifiable – Contract Worker

- A Naylor Love contract worker was drilling timber when the drill hit the worker's hand, twisting the glove fabric around it, severing the top of their finger. A full AUT Client investigation is underway. Further information is in the October HSW Report

Year on year HSW incident/accident/event comparison

The overall year-to-date figures show a slight downward trend of 4% in the number of events reported for the comparative periods (328 events YTD compared to 341 events YTD for 2021). The decrease is reflective of a more hybrid working environment.

Projects Update – current Focus

Noggin (Risk Management) – Approaching sprint 3 (risk assessment and reporting)

Psychological Safety – Metrics and a TUIA page are under development; an e-MAP section is finalised

PART A **OPEN AGENDA ITEM**	**10**

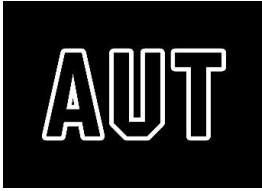# <u>Council Agenda Paper</u>

Subject: **Strategic Report**

Date: **5 December 2022**

Author: **Professor Pare Keiha Pro Vice Chancellor for Māori Advancement**

RECOMMENDATION:

THAT COUNCIL RECEIVE THE STRATEGIC REPORT FROM PROFESSOR PARE KEIHA PRO VICE CHANCELLOR FOR MĀORI ADVANCEMENT

PART A	13.1
OPEN AGENDA ITEM	

Council Agenda Paper

Subject: **UPDATE FROM AUTSA**

Date: 5 December 2022

RECOMMENDATION:

THAT COUNCIL RECEIVE THE VERBAL UPDATE FROM THE PRESIDENT OF AUTSA

AGENDA ITEM	13.2

Council Agenda Paper

Subject: **Council and Committee Meeting Schedule - 2023**

Date: **25 September 2022**

Author**:   Council Secretary**

RECOMMENDATION:

THAT COUNCIL RECEIVE AND APPROVE THE MEETING SCHEDULE FOR 2023

Prepared by	Andrea Vujnovich, Council Secretary

COUNCIL MEETINGS SCHEDULE FOR 2023

MEETING	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Council People & Culture Committee **Mondays 11.30am – 2.30pm**			Meeting 17/4 Agenda Deadline 6/4 (Thursday)			Meeting 17/7 Agenda Deadline 7/7				Meeting 20/11 Agenda Deadline 10/11	
Council Finance & Audit Committee **Mondays 2.30pm – 5pm**	Meeting 20/2 Agenda Deadline 10/2		Meeting 17/4 Agenda Deadline 6/4 (Thursday)	Meeting 22/5 Agenda Deadline 12/5		Meeting 17/7 Agenda Deadline 7/7		Meeting 18/9 Agenda Deadline 8/9		Meeting 20/11 Agenda Deadline 10/11	
Council Meeting **Mondays 3.30pm – 6pm**	Meeting 27/2 AGM: 3.30-3.45 FCM: 3.45 AUT City Campus Agenda Deadline 17/2	Meeting 27/3 FCM AUT City Campus Agenda Deadline 17/3	Meeting 24/4 SCM AUT City Campus Agenda Deadline 14/4	Meeting 29/5 FCM AUT Sth Campus Agenda Deadline 19/5		Meeting 31/7 FCM AUT Nth Campus Agenda Deadline 21/7		Meeting 25/9 FCM AUT City Campus Agenda Deadline 15/9	Meeting 30/10 SCM AUT City Campus Agenda Deadline 20/10		Meeting 4/12 FCM AUT City Campus Agenda Deadline 24/11

FCM – Full Council Meeting SCM – Special Council Meeting (As Required)