

AGENDA PAPERS

NOTICE OF SPECIAL COUNCIL MEETING

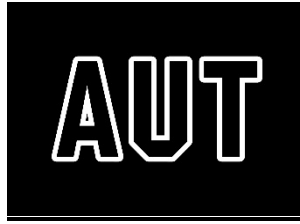
**Notice is Hereby Given that a Meeting of the Council of Auckland
University of Technology will be held:**

AT: AUT City, Council Room, WA710, 55 Wellesley Street East

On: Monday, 28 June 2021

FROM: 3.30 – 6.00 PM

**Dr Andrea Vujnovich
COUNCIL SECRETARY**



AUCKLAND UNIVERSITY OF TECHNOLOGY COUNCIL

Chancellor

Rob Campbell
Appointed by Council

Pro-Chancellor

Sussan Turner
Appointed by the Minister for Tertiary Education

Members

Dr Pat Alley
Appointed by Council

Renata Blair
Appointed by Council

Corrie Cook
Elected by the Professional Staff of the Auckland University of Technology

Sisifa Liu
Appointed by the Auckland University of Technology Student Association

Derek McCormack
Vice-Chancellor of the Auckland University of Technology

Professor Edwina Pio
Elected by the Academic Staff of the Auckland University of Technology

James Schofield
Appointed by Council

Janine Smith
Appointed by the Minister for Tertiary Education

Peter Treacy
Appointed by the Minister for Tertiary Education

Sina Wendt
Appointed by the Minister for Tertiary Education

PART A

OPEN AGENDA

Council Agenda Part A (Open Agenda)

Monday 28 June 2021 at 3.30 pm to be held at AUT City, Council Room, WA710, 55 Wellesley Street East

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. CONFERMENT OF DEGREES AND POLICY	3.1 Council Finance and Audit Committee Terms of Reference	The Chancellor moves that the Council Finance and Audit Committee Terms of Reference be approved .
4. COUNCIL MEETINGS	<p>4.1 Council Draft Minutes (Part A), 31 May 2021</p> <p>4.2 Matters arising from the Minutes (Part A), 31 May 2021 not elsewhere on the Agenda</p>	The Chancellor moves that the Minutes (Part A), 31 May 2021 be taken as read and confirmed .
5. VICE CHANCELLOR'S REPORT		The Chancellor moves that the Vice-Chancellor's Report be received .
6. CHANCELLOR'S REPORT		The Pro Chancellor moves that the Chancellor's Report be received .
7. REPORTS FROM BOARDS, COMMITTEES AND WORKING GROUPS TO COUNCIL	7.1 Chancellor's Committee on Māori and Pacific Matters Draft Minutes 31 May 2021	The Chancellor moves that draft Minutes from the Chancellor's Committee on Māori and Pacific Matters , 31 May 2021 be received .
	7.2 Report from the Academic Board 31 May 2021	The Chancellor moves that Report and Minutes from the Academic Board , 31 May 2021 be received .
	7.3 Council Working Group Draft Minutes 31 May 2021	The Pro Chancellor moves that draft Minutes from the Council Working Group , 31 May 2021 be received .

8. CORRESPONDENCE REFERRED BY THE CHANCELLOR		
9. OTHER MATTERS FOR DECISION OR NOTING	9.1 Update from AUTSA 9.2 AUT Ethics Committee Annual Report 2020	The Chancellor moves that Update from AUTSA be received . The Chancellor moves that AUT Ethics Committee Annual Report 2020 be approved .
10. 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 the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or 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 in public are as follows:

1. To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the University.
2. To enable the University to carry out, without prejudice or disadvantage, commercial activities or negotiations.
3. To protect the privacy of persons referred to in the recommendations and to maintain the confidentiality of those recommendations.
4. To enable free and frank discussions.
5. To prevent the disclosure or use of Official Information for improper gain or advantage.

AND THAT A Vujnovich, K McPherson, L Williams, S Shergill and A Burrows 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 the sections of the OIA identified below.	Ground(s) under section 48(1) for the passing of this resolution
11. Council Minutes Part B of the meeting held on 31 May 2021	s 9(2)(b)(ii) and s 9(2)(i)	LGOIMA s48(1)(a)(ii)
12. Health, Safety & Wellbeing report	s 9(2)(a) and s 9(2)(b)(ii)	LGOIMA s48(1)(a)(ii)
19. Vice Chancellor Update on Current Matters	s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k)	LGOIMA, s48(1)(a)(ii)
20. Chancellor Update on Current Matters	s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k)	LGOIMA, s48(1)(a)(ii)

21. Items moved from Part A of the Agenda to Part B	s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k)	LGOIMA, s48(1)(a)(ii)
22. Other Business	s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k)	LGOIMA, s48(1)(a)(ii)
22.1 Investment Plan 2022-2024 and TEC Learner Success Template	s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k)	LGOIMA, s48(1)(a)(ii)
22.2 Approve Entry into a Relationship Agreement and Addendum	s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k)	LGOIMA, s48(1)(a)(ii)

Part A	3.1
OPEN AGENDA ITEM	

Council Agenda Paper

Subject: **COUNCIL FINANCE AND AUDIT COMMITTEE TERMS OF REFERENCE**

Date: 14 June 2021

RECOMMENDATION:

THAT COUNCIL APPROVE THE FINANCE AND AUDIT COMMITTEE TERMS OF REFERENCE

Background

At the Council meeting on 31st May 2021, Council resolved

- *THAT THE COUNCIL PROPERTY COMMITTEE BE DISBANDED AND THE PROPERTY OVERSIGHT RESPONSIBILITES BE ALLOCATED TO THE COUNCIL FINANCE AND AUDIT COMMITTEE NOTING THAT PROPERTY EXPERTISE BE ADDED TO THE COMMITTEE AND ALL STRATEGIC PROPERTY MATTERS BE DECIDED BY COUNCIL.*

The amended terms of reference for the merged Finance and Audit Committee with changes tracked are below. A final version with changes accepted is also provided.

Council Finance and Audit Committee

1 Purpose/Objectives

- 1.1 The role of Council Finance and Audit Committee is to strengthen the University's control environment by reviewing and overseeing the University's strategic direction with respect to financial management, risk management, financial and management systems and other activities and processes related to such systems.
- 1.2 In particular the Finance and Audit Committee will monitor financial performance and provide a useful means of dealing with matters relating to financial statements and internal control systems.
- 1.3 The Finance and Audit Committee will also ensure that the University's campus development plans meet the requirements of the University's strategic plan.
- 1.4 It will also ensure that property transactions meet accommodation requirements and are managed effectively and efficiently to meet the needs of the University.

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2 Responsibilities

Council Finance and Audit Committee will:

2.1 Finance and Financial Statements

- Review and recommend approval to Council of the annual budget
- Authorise, if appropriate, material expenditure which is not included in the annual budget
- Consider the accounting and compliance implications of major transactions
- Oversee the Treasury activities of the University
- Review significant proposed accounting policy changes and discuss the nature and impact of such changes
- Review the performance indicators used to assess the University's achievement of its financial objectives
- Ensure that all financial statements released to the public, stakeholders, lenders or any regulatory body comply with accounting standards, are true and fair and are not misleading
- Recommend to Council adoption of the annual report

2.2 Audit and Risk Management

- Review and approve the annual plan of the Audit, Risk and Assurance Function
- Receive regular reports from the Director of Audit, Risk and Assurance view on the status of the annual plan
- Review the adequacy of the University's internal control structure
- Review and approve changes to the University's risk management policy

- Monitor the adequacy of arrangements in place to ensure that strategic risks are effectively managed and that risk management is appropriately embedded in the University's planning and budgetary processes

2.3 Legal Compliance

- Receive a report from the Vice-Chancellor on the outcomes from the annual legal compliance certification process
- Monitor the effectiveness of the University's processes for ensuring compliance with relevant laws and regulations

2.4 External Audit

- Receive a report from the External Auditors on the planned scope of the external audit for the forthcoming year.
- Review the External Auditors Audit Report and Management Letter along with the University's response to those reports.
- Participate in the engagement of the External Auditor.

2.5 Property Development and Transactions

- Review the University's master development plan to meet the University's property needs and to recommend actions for Council approval.
- Review proposed property transactions with a value greater than \$2m, and make recommendations to Council on:
 - Purchase of property;
 - Entry into or renewal of lease agreements;
 - Building proposals including design and concept plans; and
 - Risk management strategies and the nature of the contractual arrangements to be entered into.
- Provide assurance to Council that building projects are being conducted effectively and according to the terms of approval by Council.

3 Membership

- 3.1 The Council Finance and Audit Committee will comprise not less than four (4) members..
- 3.2 Council may appoint one (1) non-Council member onto the committee for an agreed period, renewable at the discretion of Council.
- 3.3 The Chancellor and Pro-Chancellor are *ex officio* members and may attend meetings and vote on resolutions.

4 In Attendance

- 4.1 The Vice Chancellor and members of the Strategic Leadership Team invited by the Vice Chancellor may attend meetings.

- 4.2 The person responsible for the University's external audit may attend meetings.

5 Procedures

5.1 Appointments

In accordance with, Council Statute No 1, Council Standing Orders, Clause 43, election of the Chair and the appointment of members to the Council Finance and Audit Committee whose term is for one (1) year be held at the Council Annual General Meeting in February each year.

5.2 Meetings

- 5.2.1 The Finance and Audit Committee will meet as required from February to November and shall hold such additional meetings, as the Chair shall decide.
- 5.2.2 A quorum shall be one-half of the number of members.
- 5.2.3 If the Chair is absent, then those present shall elect one of their members to take the Chair.
- 5.2.4 The Chief Financial Officer is responsible for keeping the Chair of the Finance and Audit Committee and its members informed as to significant financial issues as and when they arise.
- 5.2.6 The Group Director - Risk and Assurance is responsible for keeping the Chair of the Finance and Audit Committee and its members informed as to significant results of internal audits and significant audit, risk and compliance issues as and when they arise.
- 5.2.7 Meeting agendas will be drawn up by Secretary in conjunction with the Chair and shall be circulated with appropriate papers, at least four days prior to the meeting of the Committee, but where circumstances require and with the consent of the Chair, papers maybe circulated later.

5.2.8 The Secretary, in discussion with the Chair, is responsible for ensuring that appropriate reports and information are brought before the Committee. This may include inviting individuals with specialized knowledge to present to the Committee.

5.3 Reporting

- 5.3.1 The Chair will report to Council and all Council members will receive copies of the minutes of each Finance and Audit Committee meeting.
- 5.3.2 The Secretary is responsible for recording the proceedings of the meeting including any recommendations to Council.

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PART A	4.1
OPEN AGENDA ITEM	

Council Agenda Paper

Subject: **MINUTES PART A OF THE COUNCIL MEETING HELD ON 31 MAY 2021**

Date: 16 June 2021

RECOMMENDATION:

THAT THE MINUTES PART A OF THE COUNCIL MEETING HELD ON 31 MAY 2021 BE CONFIRMED AS A TRUE AND CORRECT RECORD.



MINUTES

Council Meeting

Meeting held Monday 31 May 2021 at 4.36 pm
Boardroom, MB317, AUT South Campus, 640 Great South Rd

PRESENT: R Campbell (Chair); P Alley; R Blair; C Cook; S Lui; D McCormack; E Pio; J Schofield; J Smith; P Treacy; S Turner and S Wendt (via Teams).

** Apologies for lateness / ** Apologies for early departure*

SECRETARY: A Vujnovich, Council Secretary

IN ATTENDANCE: K McPherson (Deputy Vice Chancellor), S Shergill (Council Co-ordinator), D Pinchen (Director, Health Safety & Wellbeing) -for Item 12, B Bundy (Group Director, People & Culture) -for Item 12.

PART A OPEN AGENDA

1 WELCOME, APOLOGIES AND APPROVAL OF AGENDA ITEMS

NO APOLOGIES WERE RECEIVED.

Agenda item 19.1 - Implementation of the Independent Review Recommendations - update was moved from Part B Vice Chancellor Update on Current Matters to the Council Working Group.

Resolved

THAT THE ASSIGNMENT OF AGENDA ITEMS TO PART A AND PART B OF THE COUNCIL AGENDA BE APPROVED AS AMENDED.

2 DECLARATION/RECORDING OF 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.

Resolved

THAT THE DECLARATIONS BE NOTED AND THE ACTIONS TAKEN BE ENDORSED.

3 CONFERMENT OF DEGREES AND POLICY

3.1 Honours Policy

Received

Honours Policy

Resolved

THAT THE HONOURS POLICY BE RECEIVED AND APPROVED.

3.2 Treasury Policy

Received

Treasury Policy

Noted in discussion

Background

- The AUT Foundation has a relatively modest endowment fund which has been held in term deposit. The AUT Foundation has engaged Forsyth Barr as its Financial Manager.
- There does need to be some oversight and monitoring of values of the investments made by Forsyth Barr with AUT Foundation funds in terms of sustainability and ethical investments.
- The Council's representation on the AUT Foundation should ensure the values are aligned.

Resolved

THAT THE TREASURY POLICY BE RECEIVED AND APPROVED.

3.3. Equal Opportunities Policy

Received

Equal Opportunities Policy

Noted in discussion

- The wording "emotional handicap" should change to align with section 21 of the Human Rights Act 1993.
- 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.

Resolved

THAT THE EQUAL OPPORTUNITIES POLICY BE RECEIVED AND APPROVED.

3.4 Council Code of Conduct and Council Governance Guidelines

Received

Council Code of Conduct and Council Governance Guidelines

Noted in discussion

- The role of the Vice Chancellor is to advise Council in its development of strategic direction.
- The wording in 10.3 of the Council Governance Guidelines should change from "advising Council on its strategic direction" to "advising Council in its development of strategic direction."
- Elected staff representatives are acting in the best interests of the University but aren't delegates of staff, as Ministerial appointees aren't representing the Minister. There is a difference between delegation and representation.

Resolved

THAT THE COUNCIL CODE OF CONDUCT AND COUNCIL GOVERNANCE GUIDELINES BE RECEIVED AND APPROVED.

4 COUNCIL MEETINGS AND MINUTES OF PREVIOUS MEETING(S)

4.1 Minutes of the previous meeting

Received

Draft Minutes (Part A), of the Council meeting on 29 March 2021

Resolved

THAT THE MINUTES (PART A) OF THE COUNCIL MEETING ON 29 MARCH 2021 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), of the Minutes of 29 March 2021 not elsewhere on the Agenda.

4.3 2020 AUT ANNUAL REPORT AMENDMENTS

Received

2020 AUT ANNUAL REPORT AMENDMENTS

Noted in discussion

Background

- There have been some minor amendments to the 2020 Annual Report that was approved by Council in the meeting on 29th March 2021.

Resolved

THAT THE COUNCIL RETROSPECTIVELY APPROVE THE FOLLOWING AMENDMENTS TO THE 2020 AUT ANNUAL REPORT;

- *“FINANCIAL INFORMATION AND ADVICE”, COMPULSORY STUDENT SERVICES FEE AND TOTAL REVENUE FROM 519 TO 90;*
- *TOTAL EXPENSES FROM 577 TO 100, WITH THE DEFICIT CHANGING FROM (58) TO (10); AND*
- *“FINANCIAL HARDSHIP SUBSIDY”, COMPULSORY STUDENT SERVICES FEE AND TOTAL REVENUE FROM 253 TO 682; AND*
- *TOTAL EXPENSES FROM 281 TO 758, WITH A DEFICIT CHANGING FROM (28) TO (76).*

5 VICE CHANCELLOR’S REPORT

Received

The Vice Chancellor’s Report

Noted in discussion

LMS

- Work to replace Blackboard with Canvas is progressing with the first transition cycle underway.
- The Blackboard license is ending, and a lot of work has gone into developing the Canvas program.
- Staff are reporting workload related issues associated with LMS. These issues could be significant, and it is important to consider at what point this could be an issue for Council.
- The alternative option is uploading courses directly from Blackboard without modification.
- The challenge is knowing when things are going wrong and when to notify Council which will show on the traffic light system.
- The LMS reports will be provided frequently to Council.
- Further clarity needs to be provided on each team that is responsible for different areas of LMS.

Ranking and Staff Appointments

- In the latest Times Higher Education (THE) Impact Rankings AUT was ranked seventy-sixth in the world and remains in the top 10 per cent of the almost 1200 universities globally that participated.
- Internal staff appointments include;
 - AUT's first Deputy Vice-Chancellor -Academic will be Professor Wendy Lawson.
 - Professor Kath McPherson, currently in the interim role of the sole Deputy Vice-Chancellor, will be transitioning to the interim role of Deputy Vice-Chancellor -Research.

Enrolment

- Domestic enrolments have increased compared to 2020. There are 1400 more EFTS in 2021 compared to the same time in 2020.
- AUT's submission to the TEC has been received favourably and the TEC will fund the increase in tranches and will consider a second request from AUT if there are further increases in EFTS in semester 2, 2021.
- The border closure to international students is still uncertain.

Advancement

- The University has re-established an advancement programme to create new philanthropic and industry partnerships.
- The advancement operation has three key streams: bequest campaigns, stewardship of donors and major gifts.
- There is an update from the advancement team twice a year.

Resolved

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

6 CHANCELLOR'S REPORT

Received

Chancellor's Report

Noted in discussion

- A number of meetings have been held between the Chancellor and senior leaders in the University which have been very useful.

Resolved

THAT THE CHANCELLOR'S REPORT TO COUNCIL BE RECEIVED.

7 PART A – REPORTS FROM BOARD, COMMITTEES AND WORKING GROUPS OF COUNCIL

- 7.1. Report from the Chancellor's Committee on Māori and Pacific Matters
No Report

- 7.2 Report from the Academic Board 29 March 2021
Received
Report from the Academic Board and Draft Minutes of the meeting held on 29 March 2021

Resolved

THAT THE REPORT FROM THE ACADEMIC BOARD AND MINUTES, 29 MARCH 2021 BE RECEIVED

8 CORRESPONDENCE REFERRED BY THE CHANCELLOR

No correspondence was referred.

9 OTHER MATTERS FOR DECISION OR NOTING

- 9.1 Update from AUTSA
Received
Verbal Report from Sisifa Lui (President of AUTSA)

Noted in Discussion

- Students are currently under exam and assignment pressures. The majority of issues being raised are related to this, in particular timetabling.
- The recent budget has provided an increase to the tertiary sector and to the student allowance and living allowance. Some students believe this doesn't go far enough. By the time this is implemented, the cost of living would have continued to increase and therefore this increase may not be as relevant then.
- President of AUTSA is heading to Wellington to discuss student issues with NZUSA.
- NZUSA doesn't represent all universities in NZ and AUT is not a member and these will form a consortium.

Resolved

THAT THE REPORT FROM THE PRESIDENT OF AUTSA BE RECEIVED.

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

RESOLUTION TO EXCLUDE THE PUBLIC

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 THE PARTICULAR INTEREST OR INTERESTS PROTECTED BY SECTION 6 OR SECTION 7 OF THAT ACT OR SECTION 6 OR SECTION 7 OR 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 IN PUBLIC ARE AS FOLLOWS:

1. *TO PROTECT INFORMATION WHERE THE MAKING AVAILABLE OF THE INFORMATION WOULD BE LIKELY UNREASONABLY TO PREJUDICE THE COMMERCIAL POSITION OF THE UNIVERSITY.*
2. *TO ENABLE THE UNIVERSITY TO CARRY OUT, WITHOUT PREJUDICE OR DISADVANTAGE, COMMERCIAL ACTIVITIES OR NEGOTIATIONS.*
3. *TO PROTECT THE PRIVACY OF PERSONS REFERRED TO IN THE RECOMMENDATIONS AND TO MAINTAIN THE CONFIDENTIALITY OF THOSE RECOMMENDATIONS.*
4. *TO ENABLE FREE AND FRANK DISCUSSIONS.*
5. *TO PREVENT THE DISCLOSURE OR USE OF OFFICIAL INFORMATION FOR IMPROPER GAIN OR ADVANTAGE.*

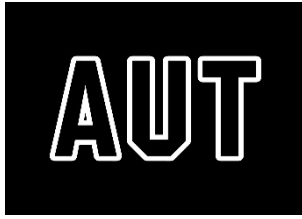
AND THAT A VUJNOVICH, K MCPHERSON, S SHERGILL, D PINCHEN (FOR ITEM 12), B BUNDY (FOR ITEM 12) BE PERMITTED TO REMAIN AT THIS MEETING, AFTER THE PUBLIC HAS BEEN EXCLUDED, BECAUSE OF THEIR KNOWLEDGE OF THE MATTERS TO BE DISCUSSED IN THE PROCEEDINGS WHILE THE PUBLIC ARE EXCLUDED. THIS KNOWLEDGE, WHICH WILL 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 the sections of the OIA identified below.	Ground(s) under section 48(1) for the passing of this resolution
11. Council Minutes Part B of the meeting held on 29 March 2021	s 9(2)(b)(ii) and s 9(2)(i)	LGOIMA s48(1)(a)(ii)

12. Health, Safety & Wellbeing report	s 9(2)(a) and s 9(2)(b)(ii)	LGOIMA s48(1)(a)(ii)
14. Report from AUT Millennium	s 9(2)(b)(ii) and s 9(2)(i)	LGOIMA s48(1)(a)(ii)
15 Report from Council Finance and Audit Committee	s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k)	LGOIMA, s48(1)(a)(ii)
16. Report from AUT Ethics Committee	s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k)	LGOIMA, s48(1)(a)(ii)
17. Report from Council Property Committee	s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k)	LGOIMA, s48(1)(a)(ii)
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20. Council Working Group	s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k)	LGOIMA, s48(1)(a)(ii)
21. Chancellor Update on Current Matters	s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k)	LGOIMA, s48(1)(a)(ii)
22. Items moved from Part A of the Agenda to Part B	s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k)	LGOIMA, s48(1)(a)(ii)
23. Other Business	s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k)	LGOIMA, s48(1)(a)(ii)

Item 4.2 Matters Arising from the Minutes Part A

COUNCIL AGENDA ITEM	ACTION	Who	Status
28 September 2020	7.1 Chancellor's Report <ul style="list-style-type: none"> 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 <ul style="list-style-type: none"> The Maori and Pacific strategy will be considered by the Chancellor's Committee on Maori and Pacific Matters throughout the 2021 year. On behalf of AUTSA, the President requested management to reduce its projected surplus in 2021 and direct saved funds as additional funds allocated to the offices of Maori and Pacific Advancement. Management will consider this request in accordance with other factors impacting the 2021 budget. In 2021, a Council meeting will be hosted in AUT's wharehau. 	Council Secretary Vice Chancellor Tumuaki / Dean Te Ara Poutama	Ongoing 2021 First Quarter 2021 First Quarter 2021
31 May 2021	3.3. Equal Opportunities Policy <ul style="list-style-type: none"> The wording "emotional handicap" should change to align with section 21 of the Human Rights Act 1993. 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. 	Council Secretary Tumuaki / Dean Te Ara Poutama	June 2021- actioned Council Charter – ongoing Third Quarter 2021
	4 Council Code of Conduct and Council Governance Guidelines <ul style="list-style-type: none"> The wording in 10.3 of the Council Governance Guidelines should change from "advising Council on its strategic direction" to "advising Council in its development of strategic direction." 	Council Secretary	June 2021- actioned
	5 VICE CHANCELLOR'S REPORT LMS <ul style="list-style-type: none"> The LMS reports will be provided frequently to Council. Further clarity needs to be provided on each team that is responsible for different areas of LMS. 	Vice Chancellor's Office	Ongoing 2021



PART A	5
OPEN AGENDA ITEM	

Council Agenda Paper

Subject: **VICE CHANCELLOR'S REPORT**

Date: **25 June 2021**

RECOMMENDATION:

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

As this is a report to a Special Meeting of Council and not a General Meeting focussing mainly on the consideration of the Draft Investment Plan to be submitted to the Tertiary Education Commission next month, I have summarised the main points to note in following.

1. Progress on implementation of independent review's recommendation

The main changes to note from the report to the last General Council Meeting are:

- All 450 people managers are now registered for a session this year with Shayne Mathieson for training on Bullying and Harassment;
- The process for appointing an independent lead for EARS (the independent Employment Advisory and Resolution Service) is now underway;
- Expressions of Interest (Eol) to become a member of the Culture Change Transition Group (CCTG) have been received and the appointing committee will announce the membership next week.

2. Vice Chancellor Announcement to all staff

As I advised Council at its last meeting, I announced to staff and stakeholders on Friday 11 June my retirement date from the Vice Chancellorship - 31 March 2022, at the conclusion of my current contract and after 18 years in the role.

3. Learning Management System (Canvas@AUT)

Course development of Cycle 1A is well underway and on track. Cycle 1B commenced on 31 May. More information about the status of the project can be found in **Appendix 3**.

4. AUT confirmed as 40th in the world

This week Times Higher Education confirmed AUT's place as number 40 in the world's universities under 50 years old. This is a great position for us in our 21st year.

5. Enrolment status

As we head towards Second Semester, on 21 June, compared to the same time last year, our Total EFTS were 3.9% and 723 EFTS ahead. Domestic EFTS were the main factor in this at 1513 or 10% ahead. Full Fee International EFTS were 717 or 28% behind. Other categories showed minor differences. The report at **Appendix 1** gives more detail but is a week older.

6. Financial Position

The enrolments have brought our financial forecasts into a favourable position against budget and against all regulator and bank covenants ratios. See **Appendix 2**. However, cautious financial management will be maintained as 2022 and 2023 remain likely also to be negatively impacted by COVID.

7. The WQ Complex on Mayoral Drive Open

A Maori blessing ceremony last week marked the readiness for occupation of the last parts of this complex, which houses student living accommodation, City Campus student recreation facilities, and staff work areas.

- Staff of the Schools of Languages and Social Sciences & Public Policy are moving from the WT AUT Tower Building now.
- The student recreation facilities will be formally open for Semester Two Orientation.
- The student accommodation managed by UniLodge is still markedly down on occupants with 697 rooms and only around 100 filled.
- A scholarship scheme for accommodation costs designed to encourage student uptake of rooms has been mounted, and negotiations continue with owners Cedar Pacific over our guaranteed fill rate and associated liabilities for this disrupted year.

8. COVID Response and Preparedness

The situation in Wellington over the last few days reminds us that disruptions remain a real possibility. Liz Gosling our CIO and head of the AUT Emergency Management Team has taken the role of COVID Response for the university. Our response and preparedness measures include the following:

- No international travel to be approved even to Australia or Cook Islands despite travel bubbles;
- Maintaining QR tracking awareness and reminders of personal precautionary measures;
- Digital equity provisions for students have been made in advance;
- Keeping up our readiness to go to online teaching and learning;
- Keeping close to government and the other universities on progress with border and international student entry and management.

Other points of interest this month.

1. The Office of Māori Advancement (OMA) and Te Ara Poutama were sponsors of the 2021 Ngā Manu Kōrero – Tamaki ki Te Waitematā

Ngā Manu Kōrero – Tamaki ki Te Waitematā are national speech contests, intended to encourage the development of skills and confidence of Māori students in spoken English and te reo Māori.

All secondary schools are invited to participate noting that the Māori section is open to all students as part of a strategy to support everyone to learn and to speak in te reo Māori.

This event was hosted at Ngā Puna o Waiōrea and supported by other host schools: Mount Albert Grammar; Selwyn College; Massey High School and Te Kura Kaupapa Māori o Hoani Waititi. OMA provided the four winners of each stage with Apple technology packs.

2. Returning international students

A team of assessors has been established to help the returning international students to enter New Zealand successfully. They worked with each student to complete all necessary steps to return to New Zealand, including:

- Providing an updated offer of place or confirmation of enrolment letter
- Completing the request to travel application
- Obtaining approval for the invite to apply application
- Completing their visa application
- Book managed isolation and quarantine (MIQ) and flights.

Student Services and Administration (SSA) collaborated with the AUT International team to manage personal support plans for international students, as they enter MIQ and their transition back on campus. Three students from this cohort successfully arrived in New Zealand, and additional students are expected to arrive in the lead up to the start of Semester Two. To support these students to return to New Zealand, AUT have established a fee-credit, which equates to 50% of their MIQ costs.

3. Design Your Life workshops

The first five-week Design Your Life 2021 programme for Bright Side commenced on 19 May. Run by SSA, Bright Side's programmes are extra-curricular activities put on designed to help students explore what a life with meaning and purpose looks like, and to set goals and a plan to achieve them.

The programme received 160 applications for 40 places and began with a two-hour session on understanding their values. Participants then attended two workshops led by Design your Life guide Melissa Jenner.

4. Mayoral Drive Student Accommodation (WQ) marketing campaign

WQ provides AUT with a new accommodation option that reflects the AUT brand – modern, aspirational, design-led and purpose-built. However, the global pandemic and NZ's closed border response cut off one of our important target markets for accommodation – international students.

SSA and Brand and Marketing Services have collaborated to leverage all channels to promote the benefits of WQ and our wrap-around residential life programmes to a range of onshore NZ target markets, including current and future students.

5. Recent grants awarded have included:

a) Ministry of Business, Innovation & Employment (MBIE)

- Two Smart Ideas full proposals were submitted, one from BEL and one from HES.
- An application was submitted under the Catalyst Strategic NZ Korea Joint Research Partnership from DCT.

b) Royal Society of New Zealand

Marsden Fund: The Marsden EOI outcomes were released on May 13. This year 8 out of our 32 applicants have been invited to submit a full proposal (25%). These are composed of 5 Standard track applications, and 3 Fast Start applications. The national success rate for the Expressions of Interest nationally was just over 20%.

c) Health Research Council (HRC)

All three AUT proposals invited to submit full proposals to the HRC Standard Projects funding round were successful. The winning applicants were:

- Professor Denise Wilson and team - proposal title “Kei roto tō tātau rongoā: A community and whānau-based prevention approach for wellbeing” (\$1.2M).
- Associate Professor El-Shadan (Dan) Tautolo and team - proposal title “Pacific Island Families: Thriving Pacific Young Adults” (\$1.2M).
- Dr Isaac Warbrick - proposal title “Te Maramataka – restoring ‘health’ by reconnecting with Te Taiao” (\$1.1M).

In addition to the above results, AUT is a successful subcontractor for the following projects being led by:

- Professor Denise Wilson – proposal title “Kei te puawai te Māori flourishing at home – a project within a larger programme grant titled 21/716 Kia puawai ake ngā uri whakatupu: flourishing future generations. The primary contract holder and research partner is Whakauae Research Services Ltd.
- Professor Judith McAra-Couper – proposal title “Knowledge translation for equity in preterm birth care and outcomes in Aotearoa”. This is with The University of Auckland.

6. Appointment of AUT academics to external bodies

- Professor Edwina Pio has been appointed as one of 28 people from diverse backgrounds across Aotearoa to the Ministerial Advisory Group on the Government's Response to the Royal Commission of Inquiry into the terrorist attack on Christchurch mosques.
- Associate Professor Khylee Quince is one of 19 people appointed to an independent group to advise a research project investigating bias towards Māori within the New Zealand Police force.

7. AUT emerging researchers win one third of HRC first grants

AUT picked up one third of Health Research Council Emerging Researchers First Grants this year. The grants, which are all for a term of three years, went to the following:

- Dr Cassandra Fleming, School of Science, received \$246,869.00 for work on light-responsive molecular tools to study Tau-mediated neurodegeneration.
- Dr Tom Stewart, Human Potential Centre, School of Sport and Recreation, received \$124,261.00 for studying environmental determinants of national physical activity and nutrition behaviour.
- Dr Mangor Pedersen, School of Clinical Sciences, received \$249,964.95 for research on improving outcomes of mild traumatic brain Injury with advanced brain imaging.

8. Impact of housing redevelopment on wellbeing

AUT has begun research on how urban housing redevelopment affects people's wellbeing.

Te Hotonga Hapori (Connecting Communities) is a five-year \$8M research programme on the large scale, multi-billion-dollar urban redevelopment projects by Kāinga Ora and Isthmus (integrated design studio).

The overarching aim of urban redevelopment is to improve livability, social cohesion, and place-based identity by providing more affordable homes and shared community spaces. This research will give developers and policymakers essential information on the multifaceted impact of urban redevelopment on the people of New Zealand, including mental and physical health and a sense of community and place. Findings will give direction to further improvements.

9. Graduate Research School Researcher Development

The Researcher Development (RD) team provide and support opportunities for researcher capability building, in both academic staff and graduate research students:

- A Postgraduate Mix and Mingle and AUT Doctoral Scholarship award ceremony is being planned for Wednesday 23 June.
- Entries for the 3 Minute Thesis competition close on Friday 25 June.

10. Advancing by collaborating

On Friday 11 June, a Memorandum of Understand (MoU) was signed between AUT International, Ministry of Foreign Affairs and Trade (MFAT) and APEC Voices Trust, in preparation for AUT hosting APEC Voices Conference in November 2021.

11. Queen's Birthday Honours

Dame Judy Kilpatrick received a Dame Companion of the NZ Order for services to nursing education. During her distinguished career of more than 50 years, Dame Judy headed AUT's (then AIT) nursing school.

12. Accounting Professors receive recognition from CPA Australia

- Two accounting professors in the AUT Faculty of Business, Economics and Law have been recognised for achievements in academia and service by CPA Australia (Certified Practising Accountant), one of the largest professional accounting bodies in the world with memberships exceeding 166,000 and provide accreditation to our Accounting programmes.
- Professor Asheq Rahman received the President's Award for Excellence for Achievement in Academia, and Associate Professor and Head of Department of Accounting, Anil Narayan, received recognition for 30 years of membership with CPA Australia. Both Professor Asheq Rahman and Associate Professor Anil Narayan are Fellows of CPA Australia.

13. Tony Astle awarded an AUT Seddon Honorary Fellowship

Tony Astle OMNZ, a long-term supporter of and contributor to the School of Hospitality and Tourism, and culinary leader, has been awarded a Seddon Honorary Fellowship, for his contribution to AUT over many years, and his relentless commitment to mentoring and nourishing the minds of aspiring chefs and restaurateurs.

14. Improving our work through internationalisation

PVC International Professor Guy Littlefair and Dr Howard Youngs spoke at the New Zealand Partners Workshop Week hosted by ENZ. Professor Littlefair spoke of 'Student centred education, through the lens of a contemporary University of Technology in Aotearoa New Zealand'. Dr Howard Youngs spoke of 'How the COVID-19 pandemic has forced the digital transformation of education'.

15. Vice-Chancellor's Update to staff

AUT staff have been invited to attend the first Vice-Chancellor's Update for 2021, took place on the following days in June with a total of several hundred staff attending or viewing live online:

- North Campus – Tuesday 22 June
- South Campus – Wednesday 23 June
- City Campus – Friday 25 June

3. Senior staff appointments

a) Professor Fiona Brooks, Pro Vice-Chancellor and Dean of the Faculty of Health and Environmental Sciences

Professor Fiona Brooks has been appointed to the position of Pro Vice-Chancellor and Dean of the Faculty of Health and Environmental Sciences.

After an international search and selection process, Fiona will be joining AUT from the University of Technology Sydney (UTS) where she is currently Assistant Deputy Vice-Chancellor Research: Development. She has over 20 years of senior academic leadership and research experience, including 14 years as Professor of Health Services Research and Head of the Adolescent and Child Health Research unit at the University of Hertfordshire in the United Kingdom.

As well as her extensive experience, Fiona brings an international scholarly reputation to this role and a commitment to inclusive leadership and cross-university collaboration. She will take up her role as Dean of the Faculty in early September 2021.

b) Professor Aman Oo, Head of School of Engineering, Computer and Mathematical Sciences

The School of Engineering, Computer and Mathematical Sciences has welcomed Professor Aman Oo as its new Head of School.

Professor Oo joins the Faculty of Design and Creative Technologies from Deakin University in Victoria, Australia, where he was Head of its School of Engineering.

Professor Oo's expertise is renewable energy, and he has been involved in many projects in Australia, working with a range of different communities and both federal and state governments to develop strategies related to their renewable energy targets in response to climate change.

c) Lucy McKenzie, Director of Sustainability

After an internal invitation for expressions of interest, Lucy McKenzie has been appointed to the new position of Director of Sustainability and will take up the role in June. Lucy currently works on sustainability in the AUT Estates division.

In the new role, Lucy will be part of the senior team in Strategy and Planning and will work with the Vice-Chancellor's Sustainability Task Force, currently chaired by Dr David Hall of the School of Social Sciences and Public Policy.

16. International Student Barometer

AUT has taken part in the International Student Barometer for the first time in six years. This is an important global survey that will give AUT insights into the international student experience during these difficult times. It will also allow AUT to benchmark against competitors from Australasia. The results will be shared later in 2021.

17. Sustaining our future

AUT International is refocusing resources for Semester 2, 2021 recruitment on key onshore channels, underpinned by conversion activities to maximum enrolment, working closely across faculties and service divisions.

18. Eat and Chat with Alumni

Over 200 students took the opportunity to 'Eat and Chat with Alumni' during a May student event lunch series across all three campuses, which connected students with 25 graduates from all faculties and a range of industries.

Organised by Strategy Lab (part of Strategy & Planning) in close collaboration with Alumni Relations, the purpose of this pan-university initiative was to link students with alumni to discuss and share their most valuable AUT experiences.

Appendix 1: Enrolments

2021 EFTS Progress to Target Monitoring Report Year to Date Compared to Target and Equivalent Date Last Year

Programme EFTS as at 14 June 2021

The following information has been extracted from the EFTS Monitoring Report, updated using data from the AUT Data Warehouse.

1. EFTS compared to Target EFTS

	Likely and Confirmed				Progress		Needed		Achieved after PYTD
	2021	2020	Growth	Target	2021	2020	2021	2020	
Domestic SAC	16,517.34	15,023.74	9.9%	17,010.92	97.1%	91.8%	493.57	1,346.40	1,468.53
Int Full Fee	1,837.79	2,563.93	-28.3%	1,857.27	99.0%	75.3%	19.48	841.19	487.68
International SAC	250.31	279.42	-10.4%	325.22	77.0%	74.7%	74.91	94.62	41.65
Domestic Other	177.96	220.50	-19.3%	301.50	59.0%	75.7%	123.53	70.78	103.11
International Other	201.51	191.93	5.0%	242.70	83.0%	58.3%	41.19	137.07	117.47
Total AUT	18,984.93	18,279.52	3.9%	19,737.61	96.2%	88.0%	752.68	2,490.08	2,218.44
South Domestic SAC	2,150.90	2,017.38	6.6%	2,516.42	85.5%	86.8%	365.52	306.65	145.60
South Int Full Fee	45.73	65.37	-30.0%	41.59	110.0%	106.9%	-4.14	-4.25	6.25

2. Total AUT EFTS by Intake Type and Award Level

	2021 Likely and Confirmed				Growth	2020 Likely and Confirmed			
	%	New	Returning	Total		%	New	Returning	Total
Pre-Degree	5.6 %	859.87	200.05	1,059.92	4.0 %	5.6 %	841.31	178.17	1,019.49
Undergraduate	77.3 %	5,335.17	9,339.74	14,674.91	7.7 %	74.6 %	4,981.42	8,650.28	13,631.71
Postgraduate	16.9 %	1,301.55	1,903.94	3,205.49	-8.6 %	19.2 %	1,505.61	2,001.42	3,507.03
Not Categorised	0.2 %	18.86	25.75	44.61	-63.2 %	0.7 %	78.17	43.12	121.29
Total		7,515.44	11,469.49	18,984.93	3.9 %		7,406.52	10,873.00	18,279.52

3. International Student View EFTS

	2021 Likely and Confirmed				Growth	2020 Likely and Confirmed			
	%	New	Returning	Total		%	New	Returning	Total
Pre-Degree	4.2 %	75.87	20.61	96.49	-18.7 %	3.9 %	94.50	24.17	118.67
Undergraduate	58.1 %	314.86	1,015.00	1,329.85	-4.6 %	45.9 %	441.23	952.51	1,393.75
Postgraduate	37.5 %	282.55	575.65	858.20	-42.3 %	49.0 %	674.97	812.61	1,487.58
Not Categorised	0.2 %	4.66	0.42	5.08	-85.6 %	1.2 %	29.37	5.92	35.29
Total		677.94	1,611.68	2,289.62	-24.6 %		1,240.07	1,795.21	3,035.28

13. Māori and Pacific Domestic SAC EFTS by Intake Type and Award Level

	2021 Likely and Confirmed						2020 Likely and Confirmed				
	%	New	Returning	Total	%Dom	Growth	%	New	Returning	Total	%Dom
Māori											
Pre-Degree	6.3 %	94.44	23.29	117.73	12.7%	13.7 %	6.2 %	87.63	15.88	103.50	12.2%
Undergraduate	83.7 %	677.01	889.16	1,566.17	11.8%	12.1 %	83.7 %	542.44	854.36	1,396.79	11.4%
Postgraduate	10.1 %	105.35	82.82	188.17	8.3%	12.0 %	10.1 %	81.23	86.82	168.04	8.6%
Total		876.80	995.27	1,872.07	11.3%	12.2 %		711.29	957.05	1,668.34	9.1%
Pacific											
Pre-Degree	8.9 %	219.13	38.71	257.83	27.9%	-4.2 %	10.2 %	239.56	29.62	269.19	31.7%
Undergraduate	83.3 %	925.52	1,492.10	2,417.62	18.1%	11.5 %	82.3 %	844.10	1,323.41	2,167.51	17.7%
Postgraduate	7.8 %	108.37	116.75	225.12	9.9%	13.8 %	7.5 %	86.46	111.36	197.82	10.1%
Total		1,253.01	1,647.56	2,900.57	17.6%	10.1 %		1,170.12	1,464.40	2,634.52	14.4%

Appendix 2: Financial Performance – Current Year

As at 28 May 2021

\$000s	Year to Date (\$000s)			Full Year (\$000s)		
	Actual	Budget	Variance	Forecast	Budget	Variance
Income	167,848	162,386	5,462	417,077	408,235	8,842
Expense	144,678	149,033	4,354	398,127	397,441	(686)
Surplus before interest	23,170	13,353	9,816	18,950	10,794	8,156
Interest	1,127	1,444	318	3,936	3,936	-
Net surplus	22,043	11,909	10,134	15,014	6,858	8,156

Comment

Year-to-date May 2021 net surplus from operations is \$22.0M, which is ahead of year-to-date budget by \$10.1M. This is driven by the fees free credit earned in 2020, the better-than-expected domestic and international enrolments, and savings in salary expenditure and other costs.

The full year net surplus forecast of \$15M is a projected improvement of \$8M on the 2021 budget. The forecast net surplus of \$15M represents a net surplus ratio of 3.6%, which meets the Tertiary Education Commission (TEC) prescribed target. The favourable result reflects the improved student derived income savings in salary expenditure, lower depreciation costs due to the delay in capital expenditure but is offset by an increase in other expenditure.

TEC Financial Covenants	Year-end Result		
	FY Forecast	TEC	Outcome
Max commercial debt borrowings \$000s	100,100	220,000	On target
Max aggregate financing \$000s	115,268	243,000	On target
Max Debt / Debt + Equity Ratio	13%	30%	On target
Max Debt / Net Cash Flow Ratio	2.10	3.00	On target
Max Debt / Total Revenue Ratio	28%	55%	On target
Min Net Surplus Ratio	3.6%	>0.0%	On target
Min Cash Flow from Operation Ratio	115%	115%	On target
Min Interest Cover Ratio	4.81	2.50	On target
Min Liquidity Ratio	34%	2%	On target

Comment

All TEC financial covenants are projected to be met, although there is a medium risk that cash flow from operation ratio may not be met at the end of the year. TEC have been advised along with the Secretary of Education and has asked to be kept informed on progress during the remainder of 2021.

Financial Performance 2021 YTD Compared to 2020 YTD

\$000s	Year to Date (\$000s)		
	2021	2020	Variance
Income	167,848	177,556	(9,708)
Expense	145,805	154,459	8,654
Net surplus	22,043	23,097	(1,054)

Lower **year-to-date income** compared to the same period last year is primarily driven by lower international income (\$11.9M less than the same period last year) reflecting the change in mix of students year on year.

Lower **year-to-date expenses** compared to same period last year recognises the longer-term management actions and responses to the financial effects of COVID-19 implemented in 2020.

Overall, the **year-to-date net surplus** is \$1.1M lower than the same time last year and reflects the impact of the lower revenue per EFT earned in 2021.

Appendix 3: Update on the LMS Implementation

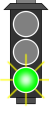



Project Name: LMS Implementation

Reporting Date: 17th May 2021

Circulation: LMS Implementation Steering Group, Project File

Author: Tim Alcock, Project Manager

Project Status Summary

	<u>Project Progress</u> On Schedule		<u>Project Budget</u> On Budget		<u>Project Resources</u> Concerns over Academic staff availability and Project Champions		<u>Project Risks</u> Workload estimates to be confirmed and resource availability
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Cycle1 of the Curriculum development process started on the 27th April 2021 as planned. The majority of the cycle 1a courses are progressing to plan, and the initial feedback from course leads involved in the development process has in general been positive.

Cycle 1b is due to start on 31st May, with communications to the course leads starting this week. Planning for Cycle 2 with the Heads of Schools has begun with an emphasis on ensuring the availability of course leads.

The Canvas environment has been configured and access has been provided to all staff. Access includes introductory information including an example course utilizing the baseline course template developed by an external party.

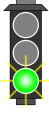
A Blackboard read-only licence for 2022 has been negotiated to enable Students to continue to be able to access their historical course material, submitted assessments and feedback after the Canvas cut over.


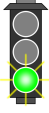
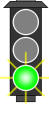
The change team have been busy operationalising the communications that will be delivered at each development cycle and drafting an overall communications approach.

Key Milestones

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		14/6/21	2/7/21	Date changed due to revised project team start date.
Curriculum development cycle 2 completed		23/8/21	10/9/21	Date changed due to revised project team start date.
Curriculum development cycle 3 completed		1/11/21	19/11/21	Date changed due to revised project team start date.
Blackboard content migrated			11/2/22	
Curriculum development cycle 4 completed		14/2/21	25/2/22	Date changed due to revised project team start date.
Cut Over to Canvas			25/2/22	
Curriculum development cycle 5 completed		25/4/22	6/5/22	Date changed due to revised project team start date.
Curriculum development cycle 6 completed		4/7/22	15/7/22	Date changed due to revised project team start date.

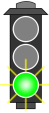
Project Status by Stream

	<p><u>LMS technical Implementation.</u></p> <p>The base Canvas configuration is completed, and access has been provided to all staff. Academics involved in the development of courses in the initial cycle have been given access to their course(s) as part of the development process.</p> <p>The Course template has been developed by an external party to promote a standard look and feel for AUT courses. An example course utilising the template has been made available as part of the introductory information to user of Canvas.</p> <p>Design work for the Arion – Canvas integration is continuing with the objective of mirroring current Arion - Blackboard integration. Kick off meetings have also been held for integration with the data warehouse and the development of Course requests.</p>
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	<p><u>Curriculum Development.</u></p> <p>Cycle 1 Curriculum development started on 27th April as planned following the completion of the two week onboarding process for the new Project Team members. The initial steps in the development cycle are focused on identifying the course plan and the activities needed to create the courses in Canvas. The majority of the cycle 1a courses are progressing to plan, however, there has been a 10% drop out due to availability of course leads. Cycle 1b will start on 31st May with communications to the course leads starting this week.</p> <p>Initial feedback around the process has in general been positive as course leads get further into the process. Some process improvements have been identified and the Project team will look to implement for future cycles.</p> <p>Planning for Cycle 2 with the Heads of Schools has begun with an emphasis on ensuring the availability of course leads. It is critical that each course is completed within the 10-week cycle window as there is no time contingency for completion of the semester 1 courses.</p>																		
	<p><u>Blackboard migration.</u></p> <p>A working team has been established to define a migration strategy for the current 'Active' blackboard organisations to propose where / if they will be migrated to other delivery mediums e.g., student.aut.ac.nz.</p> <p>Development of the replacement "Special Considerations" solution is progressing well with most of the core application functionality now completed.</p> <p>A Blackboard read-only licence for 2022 has been negotiated to enable Students to continue to be able to access their historical course material, submitted assessments and feedback.</p>																		
	<p><u>Change management</u></p> <p>The focus for May has been the school presentations, led by Ben and supported by other members of the team. We have 18 sessions scheduled in May and have held 8 sessions to date (19/5/21).</p> <p>We will present to the Academic Board on 31 May 2021.</p> <table border="1" data-bbox="300 1400 901 1758"> <thead> <tr> <th>School</th><th>Approx. Attendees</th></tr> </thead> <tbody> <tr> <td>Education</td><td>28</td></tr> <tr> <td>HS</td><td>40</td></tr> <tr> <td>Comm Studies</td><td>26</td></tr> <tr> <td>ECMS</td><td>38</td></tr> <tr> <td>Future Environments</td><td>28</td></tr> <tr> <td>HA School of Science</td><td>24</td></tr> <tr> <td>Hospitality and Tourism</td><td>25</td></tr> <tr> <td>Accounting</td><td>25</td></tr> </tbody> </table> <p>FAQs from the sessions are being collated and answers will be distributed to the organisers at each school.</p> <p>Champions have now been nominated for each faculty and initial conversations are scheduled to take place in May.</p>	School	Approx. Attendees	Education	28	HS	40	Comm Studies	26	ECMS	38	Future Environments	28	HA School of Science	24	Hospitality and Tourism	25	Accounting	25
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	Training has been arranged to demonstrate the new Special Considerations application. Sessions will be held for professional staff and the student hub.
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Financial Summary

	Figures as @ April month end.		
	<u>LMS Implementation budget vs Actual summary</u>		
		Y2021 Budget	Y2021 Actual TD
			2021 ETC
	Course Development		
	Academics	\$ 2,934,000	\$ -
	Development staff	\$ 2,657,774	\$ 131,312
	Technical Development		
	Development staff	\$ 565,800	\$ 78,651
	Non staff Resources		
	Licencing & legal	\$ 498,413	\$ 489,218
	Equipment	\$ 45,000	\$ -
	External resource	\$ 250,000	\$ 7,159
	<i>Contingency</i>		
	Total 2021	\$ 6,950,987	\$ 706,340
	bud vs Act + ETC variance	-\$ 141,775	
Project budget Total		\$ 14,836,000	
		*Note this is the Forecast spend for 2021.Target cashflow is \$6,970,000.00	

Key Issues & Risk Analysis

Risk / Issue	I / R	Status	Prob.	Impact	Action(s)
Workload associated with Course development is greater than estimated	R	Action	M	H	Confirm 2022 Courses and their development category (Light, Standard, Heavy, None) with faculties. Cycle 1 confirm development estimates.
Faculty resource unavailability, run risk paper optimisation and content migration activities does not meet scheduled timeline	R	Action	M	H	Gain early commitment to detailed resources needs for each development cycle from Faculties and agree a process if resources are not available or delivery needs not met.
Misperception/misunderstanding from Faculties / Schools what is happening and when during implementation.	R	Action	L	H	High Level of communication / involvement through the development process - dedicated Project Change Manager.
Project budget reprioritisation means workload is heavily weighted into 2022 raising risk of not meeting Semester 1 & 2 2022.	R	Action	H	M	Monitor resource requirements and workload to achieve target dates. Obtain authority to initiate recruitment process (8 week lead time).
Cater for courses that do not fit core semester timeframes	R	Action	H	M	Identify possible courses Define proposed solution
Board of study sign off for changes impacts timelines	R	Action	M	H	Confirm commitment to responsive BoS processes in line with 10 week development envelope

Key activities / Milestones for next month

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

- Progress Cycle 1a Curriculum Development
- Start Cycle 1b Curriculum Development.
- Confirm Cycle 2 courses
- Development of Special Considerations application
- Define a proposed approach to Blackboard Organisation migration
- Evaluate presentations and develop communication channels with champions
- Deliver training for Special Considerations



PART A

6

OPEN AGENDA
ITEM

Council Agenda Paper

Subject: **CHANCELLOR'S REPORT**

Date: 16 June 2021

RECOMMENDATION:

THAT THE CHANCELLOR'S REPORT TO COUNCIL BE RECEIVED.

Chancellor Report
June 2021

Since the Council meeting on 31 May I have concentrated mainly on the process of preparing for the appointment process for new Vice Chancellor from the retirement of Derek McCormack in March 2022.

The Sub Committee has appointed Hobson Leavy to assist in this process and had an initial briefing meeting. A message to staff has been sent inviting comment on the key characteristics of any appointment. I have been receiving a good flow of thoughtful and constructive comment. A report on these comments will be distributed to Council when concluded. The Sub Committee will prepare a draft position and person description and appointment process plan and bring this to Council for discussion and approval. There is also a process being commenced on mana whenua consultation.

On other matters I have had or attended meetings with:

Prof Edwina Pio

AUT Ventures Investment and Research Event

North Campus property visit with Judith Thompson and Peter Treacy

Computer Project Showcase at City Campus

A1 Building Project Discussion with Peter Treacy and Lyle Williams

Andrew Codling

Good Health Design Studio

Professor Morse Inaugural Lecture

Dawn Blessing WQ City Campus

Walter Fraser South Campus

Jarrood Haar

AUTSA SRC

Professor White Inaugural Lecture

AUT Book Launch

Tertiary Education Union re VC appointment process

In relation to the AUT 20 Year Book Launch I commend the Vice Chancellor and all involved in an excellent publication and launch event which showcased the University history, present and future in a most impressive manner.

Rob Campbell
Chancellor



Part A OPEN AGENDA ITEM	7.1
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Council Agenda Paper

Subject: **CHANCELLOR'S COMMITTEE ON MĀORI AND PACIFIC MATTERS**

Date: 16 June 2021

RECOMMENDATION:

THAT COUNCIL RECEIVE THE DRAFT MINUTES OF THE CHANCELLOR'S COMMITTEE ON MĀORI AND PACIFIC MATTERS MEETING HELD ON 31 MAY 2021.



MINUTES

Chancellor's Committee on Māori and Pacific Matters

Meeting held 31 May 2021 at 1.00 PM
Boardroom, MB317, AUT South Campus, 640 Great South Rd

PRESENT: R Campbell (Chair), S Turner, P Alley, R Blair, C Cook, D McCormack, E Pio, J Schofield, S Lui, J Smith; P Treacy and S Wendt (via Teams).

** Apologies for lateness / ** Apologies for early departure*

SECRETARY: A Vujnovich, Council Secretary

IN ATTENDANCE: P Keiha (Tumuaki / Dean Te Ara Poutama), W Fraser (Assistant VC South & Pacific Advancement) K McPherson (Deputy Vice Chancellor) M Skinner (Director Strategy and Planning), J Scarbrough (Group Director Student Services) and S Shergill (Council Co-ordinator).

1 APOLOGIES AND WELCOME

The meeting commenced with a Karakia from Renata Blair.

APOLOGIES FOR LATENESS WERE RECEIVED FROM SISIFA LUI AND PAT ALLEY

2 MINUTES

3 MATTERS ARISING NOT COVERED ON THE AGENDA

4 BUSINESS

4.1 Presentation from Professor Pare Keiha and Walter Fraser

Received

Presentation from Professor Pare Keiha and Walter Fraser

Noted in Discussion

Background

- Professor Keiha introduced the session and outlined the work that is yet to be done and outlined the commitment to UniPrep, a developing and successful programme available to the youth of the community.
- AUT is consulting on how it can be more responsive to its responses to Te Tiriti, and how students fit into the University's curriculum, staffing profile and activities. This requires courage in the time of COVID.
- Maori and Pasifika students of AUT are all ambitious and confident. However, COVID has impacted many of these students as they have not come back after the lockdown. Some students have been invited to re-sit their papers.
- Work readiness and employment opportunities are important issues for these students.
- The Vice Chancellor has supported the Health Futures programme to determine how the University's research can inform and support the community.

Presentation

- At the previous meeting, Council was introduced to five secondary school students. Four out of the five students are now studying at AUT.
- COVID presented many challenges for Maori and Pasifika students. Many students had to choose employment over education to support their families.
- The summer following the end of high school is the key time period for students. This is when they decide whether they will pursue higher education or not.
- The student leaders programme has grown to 428 year 13 students from surrounding South Auckland high schools who then transition to UniPrep.
- 2,082 students have participated in UniPrep to date, 77% continue to study at AUT and 49% are still at AUT.
- The UniPrep program has a significant impact on recruitment at AUT and also university study of youth in South Auckland. The UniPrep approach is holistic and the learners are at the heart and centre of the programme. The pass rate for numeracy and literacy in UniPrep is over 90%. UniPrep is a program that sets AUT apart.
- In New Zealand, 1 in 4 babies born are Pacific and the future community is Pacific. However, the UE credentialing is low resulting in poor outcomes for current Pacific youth.
- The current school system is failing students in low decile areas. Life is presenting more challenges in terms of financial stresses and mental health challenges which are consequential.
- In 2018, decile 1 intermediate school students were interviewed about the jobs they want to do in the future. The overall theme was that they all wanted to do something that helped other people. Answers ranged from wanting to protect the environment, protect the community, keep people safe and teach.
- The Deans have agreed to develop a curriculum framework which allows students to choose a major and minor outside their main Faculty which will empower student decision making and choice about their degree study.
- It is important for AUT to reach potential future students at an early age.
- The central challenge for Council is whether to prioritise its activities to consider and address these significant issues in the Maori and Pacific communities or to approach these matters as part of the general business. Where this fits in the Council's strategy is to be considered at future meetings.
- The Chancellor will work with Professor Keiha and Walter Fraser on how Council can best respond to this challenge and will provide proposals to Council.
- The first step is to identify the issues which AUT is doing. The next step is to put into place building blocks to drive success and measure output in regards to employment.
- The resources need to be considered and allocated with feedback from students on what they need to assist them in attending AUT and to be successful.
- Maori and Pacific students are not a short-term proposition and instead are a long-term investment in the community, society and environment and should continue to be prioritised by AUT.
- Many students from this community will also be the first in their family to attend university.
- AUT has a global impact from its place in Auckland, New Zealand by providing quality education.
- Students who have a university education do better compared to those who do not, particularly in terms of employment, satisfaction, success of family, longevity, health and wealth.
- The decision to establish the campus at AUT South was to provide the opportunity for tertiary education to the youth of South Auckland. AUT is increasingly attractive to Pacific and Maori students. Provision should be targeted and focused on student success in their studies and achievement.
- AUT's profile is quite different to other New Zealand Universities and AUT's response to this must also differ.

Resolved

THAT CHANCELLOR'S COMMITTEE ON MĀORI AND PACIFIC MATTERS RECEIVE THE PRESENTATION BY PROFESSOR PARE KEIHA AND WALTER FRASER.

5 CLOSE OF MEETING

The meeting closed at 2.06pm.

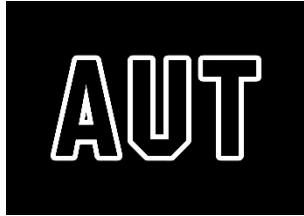
6 DATE OF NEXT MEETING

The **next meeting** of the Chancellor's Committee on Māori and Pacific Matters is scheduled for:

Date: 26 July 2021

Time: 1.00 pm – 2.00 pm

Venue: AUT North



Part A OPEN AGENDA ITEM	7.2
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Council Agenda Paper

Subject: **REPORT FROM ACADEMIC BOARD**

Date: 16 June 2021

RECOMMENDATION:

THAT COUNCIL RECEIVE THE ACADEMIC BOARD REPORT AND MINUTES OF THE MEETING HELD ON 31 MAY 2021.

Academic Board Report to Council

Meeting held 31 May 2021

Strategic Matters and Policy Developments

- **Canvas Update** – The Director of Professional Learning provided an overview of the timeline for the move from Blackboard to Canvas. By the end of this year all AUT course content will have been migrated and Canvas will go live for Semester One 2022. Early in 2022 Blackboard will be turned off but will remain available as a read only service. The course development goals and Canvas principles were outlined and Associate Professor Kehrwald demonstrated a course that has been developed in the system.

Academic Board members raised several matters including: academic staff workload is high this year given the change in curriculum architecture of many undergraduate degrees, PBRF portfolios are being prepared, there is a staff freeze and student numbers in many classes have increased; it would be useful to discuss where large projects sit in comparison with other things happening so that timing can be better allocated and those vulnerable have a more distributed workload; clarity on the plan for training of staff to transfer and manage the content themselves; the emphasis seems to be on individual courses rather than ‘constellations’ of courses; feedback should occur after the first tranche of courses have been developed so that issues don’t arise a second time; and, use of the University’s Māori title Te Wānanga Aronui o Tamaki Makau Rau in Canvas was suggested. The question was asked why courses cannot simply be moved from Blackboard into Canvas and other work surrounding the improvement of courses done later.

It was noted that there are approximately 100,000 hours of academic work within the project. Time has been costed in with approximately one third of the budget set aside for the academic contribution. There was agreement that starting the project earlier would have been ideal but emergency management around Covid caused interruption. Blackboard will become unsupported during 2022.

Committees of Academic Board

- Academic Board approved the code of Conduct for Graduate Research Supervisors.

ACADEMIC BOARD – UNCONFIRMED MINUTES

Meeting held on 31 May 2021

10.00 am – 11.20 am, WA224b

PART A: ATTENDANCE

1. Present

D McCormack (Chair), Associate Professor H Buckley, Dr Y Chan, Dr D Channings, Associate Professor L Chile, Professor H Cooper-Thomas, K Cornthwaite, Professor B Doolin, Dr R Ellis, W Fraser, Dr W Goodsir, Professor J Gutierrez, Professor J Haar, Associate Professor N Harris, Dr A Haxell, Associate Professor E Henry, Professor W Hope, Professor P Hume, Professor W Ings, Dr R Johnson, M Kanara, Professor K Kearins, Associate Professor B Kehrwald, Professor P Keiha, J Kelly, Professor T Lie, Professor G Littlefair, Professor T Maloney, Professor K McPherson, Professor S Mazer, Professor G Morris, Professor A Oo, Professor M Orams, Professor J Raine, Dr F Reid, J Scarbrough, Dr S Shaw, D Sinfield, Professor F Tan, Professor A Tourani-Rad, Professor C Walker, Professor M Waring, Professor D Wilson, B Wooliscroft, C Yu

2. Apologies

K Carrington, A Gale, Professor M Jones, Associate Professor S Kumar, Professor H McNeill, Dr L Lewis, Professor M Orams (lateness), H Pryor, C Redmond, M Skinner, Dr A Withell

3. In attendance

L Baragwanath, S Bell, A Burrows, T Richardson, A Sykora, O Weatherup (Minutes)

The Chair opened the meeting with a karakia and welcomed Professor Aman Oo, Head of School of Engineering, Computer and Mathematical Sciences to his first Academic Board meeting.

*** PART B: STRATEGIC MATTERS AND POLICY DEVELOPMENTS**

- **Canvas Update** – The Director of Professional Learning provided an overview of the timeline for the move from Blackboard to Canvas. By the end of this year all AUT course content will have been migrated and Canvas will go live for Semester One 2022. Early in 2022 Blackboard will be turned off but will remain available as a read only service. The [course development goals and Canvas principles](#) were outlined and Associate Professor Kehrwald demonstrated a course that has been developed in the system. Questions about the project can be sent to canvas@aut.ac.nz and [further information](#) is available on AUTi.

Academic Board members raised several matters including: academic staff workload is high this year given the change in curriculum architecture of many undergraduate degrees, PBRF portfolios are being prepared, there is a staff freeze and student numbers in many classes have increased; it would be useful to discuss where large projects sit in comparison with other things happening so that timing can be better allocated and those vulnerable have a more distributed workload; clarity on the plan for training of staff to transfer and manage the content themselves; the emphasis seems to be on individual courses rather than ‘constellations’ of courses; feedback should occur after the first tranche of courses have been developed so that issues don’t arise a second time; and, use of the University’s Māori title Te Wānanga Aronui o Tamaki Makau Rau in Canvas was suggested. The question was asked why courses cannot simply be moved from Blackboard into Canvas and other work surrounding the improvement of courses done later.

It was noted that there are approximately 100,000 hours of academic work within the project. Time has been costed in with approximately one third of the budget set aside for the academic contribution. There was agreement that starting the project earlier would have been ideal but emergency management around Covid caused interruption. Blackboard will become unsupported during 2022.

It was suggested that an update on the project be provided at each Academic Board meeting.

[10-minute break]

*** PART C: VICE-CHANCELLOR'S REPORT**

The Vice-Chancellor's Report for May 2021 was circulated with the Agenda. The following points were highlighted:

- Actions in response to recommendations of the Independent Review continue to be worked through.
- Congratulations were extended to: Dame Marilyn Waring who has been appointed as a member of the World Health Organisation Council on the Economics of Health for All; and, Professor Gayle Morris who has been elected Vice President of the Council of Australasian University Leaders in Learning and Teaching.
- The University's first DVC - Academic has been appointed. Professor Wendy Lawson, currently PVC of the College of Science at the University of Canterbury, will take up the position on 1 September. Professor McPherson has agreed to step into a more focused role as interim DVC - Research.
- As of 24 May domestic EFTS were 8.8% higher than last year. They are not evenly distributed across the universities and there has been particular growth in Health. Overall EFTS are 2.6% head of last year's figures. The number of new international EFTS was 630 thanks to work by international and admission teams.
- Assurance has been received that an extra \$7M of SAC funding has been approved which means all domestic students will be fully funded. Financial care is still needed as changes in the border situation for international students are unlikely for 2022.

In relation to consultation about the first draft of the Sexual Harassment Policy, it was queried who the 'key groups in the university' to be consulted are and why consultation has been limited to them. It was confirmed that the groups include Academic Board, Women on Campus, AUTSA and rainbow groups and in due course consultation will be opened more widely.

*** PART D: BUSINESS**

*** 1 Consideration of the Agenda**

Item 4 was starred. All unstarred items were received any recommendations adopted.

*** 2 Confirmation of Minutes of the Previous Meeting**

It was resolved:

- **THAT the Minutes of the Academic Board meeting held on 27 April 2021 are approved as a true and accurate record.**

Moved Professor P Keiha / Seconded Professor W Ings

*** 3 Matters Arising**

*** 4 Student Matters**

A Student Services and Administration Student Matters Report for April and May 2021 was received. J Scarbrough highlighted that staff are noticing an increase in the number of students sourcing mental health services. The Chair suggested Academic Board may want to think about re-establishing a

committee on student welfare. It was noted that the new recreation facility in WQ building will open for Semester 2.

*** 5 Committees of Academic Board**

5.1 International Strategy Committee (no report)

5.2 Learning and Teaching Committee

A report on the Learning and Teaching Committee meeting held on 13 May 2021 was received.

5.3 Research Committee

A report on the Research Committee meeting held on 11 May 2021 was received.

5.4 Programme Approval and Review Committee

A report on the Programme Approval and Review Committee meeting held on 5 May 2021 was received.

5.5 Academic Planning Subgroup

A report on the Academic Planning Subgroup meetings held in March and April was received.

*** 5.6 Graduate Research School**

5.6.1 A report on the University Postgraduate Board meeting held on 18 May 2021 was received.

*5.6.2 The Acting Dean of the Graduate Research School provided a brief overview of the Code of Conduct for Graduate Research Supervisors, highlighting that the code includes what supervisors should do as well as what they must not do. It was suggested that the supervision agreement and the PGR8 should both contain a link to the code in order to fortify its presence. The Postgraduate Handbook will be edited to correspond with the code.

It was resolved:

THAT Academic Board approve the Code of Conduct for Graduate Research Supervisors.

Moved Associate Professor N Harris / Seconded Professor W Ings

5.7 University Scholarships Committee (no report)

6 Faculty Boards

6.1 Faculty of Business, Economics and Law

A report from the Faculty of Business, Economics and Law Faculty Board meeting held on 12 May 2021 was received.

It was resolved:

- **THAT the Faculty of Business, Economics and Law Faculty Board minutes for 12 May 2021 be accepted.**

6.2 Faculties of Culture and Society and Te Ara Poutama (no report)

6.3 Faculty of Design and Creative Technologies

A report from the Faculty of Design and Creative Technologies Learning and Teaching Committee meeting held on 14 April 2021 was received.

6.4 Faculty of Health and Environmental Sciences

A report from the Faculty of Health and Environmental Sciences Faculty Board held on 14 May 2021 was received.

7 Auckland University of Technology Ethics Committee (AUTEC) (no report)

8 Universities New Zealand – Te Pōkai Tara and other external bodies

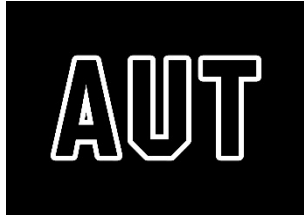
9 Membership of Committees of Academic Board

10 Members' Business

11 Open Session/Debate

The security of the University's IT systems was questioned in the light of the difficulties currently facing the Waikato DHB. The Chief Information Officer has been asked for a report on the status of the University's preparedness and this should be available for the next Academic Board meeting.

Date of next meeting 28 June 2021, Agenda closes 18 June



PART A	7.3
OPEN AGENDA ITEM	

Council Agenda Paper

Subject: **DRAFT MINUTES OF THE COUNCIL WORKING GROUP MEETING HELD ON 31 MAY 2021**

Date: 15 June 2021

RECOMMENDATION:

THAT COUNCIL RECEIVE THE DRAFT MINUTES OF THE COUNCIL WORKING GROUP MEETING HELD ON 31 MAY 2021.



MINUTES

Council Working Group

Meeting held 31 May 2021 at 2.07 PM
Boardroom, MB317, AUT South Campus, 640 Great South Rd

PRESENT: S Turner (Chair), P Alley, R Blair, R Campbell, C Cook, D McCormack, E Pio, J Schofield, S Lui, J Smith; P Treacy and S Wendt (via Teams).

** Apologies for lateness / ** Apologies for early departure*

SECRETARY: A Vujnovich, Council Secretary

IN ATTENDANCE: K McPherson (Deputy Vice Chancellor), S Shergill (Council Co-ordinator)
For item 4.1: P Keiha (DVC Maori Advancement), J Scarbrough (Group Director Student Services), M Skinner (Director Strategy and Planning), W Fraser (AVC Pacific Advancement), C Leauanae (Manager Project and Strategic Initiatives)
For item 4.2: S Corbett (CEO AUT Ventures) and R Peat (Chair AUT Ventures)
For item 4.3: B Bundy (Group Director, People & Culture)

1 APOLOGIES AND WELCOME

NO APOLOGIES WERE RECEIVED

2 MINUTES

Received

2.1 Minutes of the meeting held on 29 March 2021

Resolved

THAT THE MINUTES OF THE COUNCIL WORKING GROUP MEETING HELD ON 29 MARCH 2021 BE CONFIRMED AS A TRUE AND CORRECT RECORD

3 MATTERS ARISING NOT COVERED ON THE AGENDA

4 BUSINESS

4.1 Student Retention

Received

Verbal presentation

Noted in Discussion

Strategy and Planning

- The future of Auckland and AUT's mission will confront the parity gap through engaging with the community, staff and students.
- A lower percentage of Maori and Pacific students successfully complete year 13 in comparison to Asian and Pakeha.
- AUT has 33% of sector EFTS in Maori and Pacific enrolments and has a higher percentage of students from low decile schools with an even spread across all deciles, unlike other universities.
- AUT's attrition rate is in the middle of the range in comparison to other universities in New Zealand and loses 26% of students by year 3. A further 10% of students change programmes within AUT.

- When students move between universities, their pass rates improve. Students leave for various reasons including study choice, curriculum delivery, employment outcome, family or personal reasons.
- The proportion of students with the risk factors for attrition is greater in Maori and Pacific students.
- The risk factors include; first year, low decile school, high deprivation and no university entrance.
- Students who disengage often won't always respond to questions about why they left AUT study. However, issues that have arisen are programmes with poor completion rates and administrative complexity.
- The data indicates other barriers including financial hardship, family pressures and the need to find employment to support their family. The important data would be those who leave and don't enrol at another university.
- Reviewing what other universities and courses students transfer from to AUT could also provide more insight.
- The fees free scheme has encouraged students to come to university. However, the first-year attrition is also about navigating complex university systems, whether they are first in family and family pressures.
- Reviewing the reasons for attrition in the second-year cohort could provide more insight in the reasons for attrition. The impact of COVID had a major impact on Maori and Pacific communities and caused year 13 students to focus on employment to support their families which wasn't obvious in other communities.
- Only 33% of Maori and Pacific secondary students achieve UE. AUT's focus on UniPrep is intended to provide opportunities for those who don't meet entry level.
- Barriers to entry include internal factors within the university as well as external factors. Further review is required to determine what percentage of these are internal and external.

Student Services

- Student Services links with other University areas to facilitate the student experience on entering AUT and throughout their journey.
- Programme admission was centralised in 2019 and 77% of domestic applicants received an offer within 24 hours and 54% of international applicants received an offer within 24 hours.
- Non-school leavers make up 59% of AUT's enrolment, this includes post graduate students and students who have taken a gap year. Further information on what situations fall under the non-school leaver category would be interesting to know.
- Orientation is important for assisting students to transition to AUT and this is offered in conjunction with AUTSA. In 2020, 4,500 students attended orientation.
- Students who demonstrate behavioural concerns are case managed and 96% of cases were resolved. Every student interaction is recorded in a CRM system.
- Medical consultations are provided free of charge, there were 20,000 doctor and nurse consultations held free of charge and 2,600 counselling sessions held free of charge.
- Students of concern are managed in a supportive framework, and \$1.37m of financial aid was dispersed to support 2,330 students.
- Employability is a focus of AUT and 3,500 students were individually supported with career advice.

Looking ahead

- The next phase will include interviewing exiting students, enhancement of the enrolment and course selection process and embedding the student voice in the planning and design.
- Students who have been successful could also offer insight into the actions that underpin their success.
- There is also a trend in more students working and studying at the same time. Further information is required on this in the context of AUT.

Resolved

THAT THE COUNCIL WORKING GROUP RECEIVE THE STUDENT RETENTION REPORT

4.2

Report from AUT Ventures

Received

Verbal presentation

Noted in Discussion

Background

- AUT Ventures is a tech transfer office and has been through a number of changes including appointing an independent board with new members and developing partnerships with investment parties.
- A presentation will be made to 4 investors shortly and AUT Ventures is excited with the opportunities this may provide.
- There is approximately \$500m of non-government capital for smart technology. Some parties have approached AUT Ventures.
- In the allocation of funding from KiwiNet, AUT Ventures are in the third place.

Nuance Investor audience presentation / fund overview

- The investment focus is on applied deep technology, science, and innovations that help the planet or improve people's lives.
- New Zealand is currently untapped and undervalued. In New Zealand, the value of early-stage funding is \$19m per unicorn.
- The commercialisation stage is an issue as the longer a project stays within the university the longer it takes for it to commercialise. It is important to get projects to market faster.
- Due to COVID, getting ethics approval for some projects has also been a challenge.
- There are many quality products coming through and the challenge is around how these will be funded at the early stage.
- More options to attract cash flow need to be explored. There is also an option to have an AUT friends and family fund.

Resolved

THAT THE COUNCIL WORKING GROUP RECEIVE THE REPORT FROM AUT VENTURES

4.3 Implementation of the Independent Review Recommendations – Update to Council May 2021

Received

Implementation of the Independent Review Recommendations – Update to Council May 2021

Noted in Discussion

- EARS is an independent entity and will have a formal and restorative approach without requiring a formal legal approach in the first instance.
- The OCR, Office of Complaints Resolution which investigates complaints will follow a legal process.
- The CCTG is seeking expressions of interest to sit on the Group and the terms of reference and composition will be determined by a sub group of the VC Executive.
- The training of managers on anti-bullying has commenced which all managers will complete. Bystander training for staff will also be provided.
- All staff have the opportunity to have an internal mentor and SLT has spent a 1-day retreat to identify priorities.
- The student consent training was useful however, should be focused on students in the accommodation and not necessarily all students.
- The Vice Chancellor has communicated the process and progress with staff through regular communications and written reports to staff and stake holders. The same report should be available to the public on the AUT website to ensure the same reporting information is provided and available to all.
- Key policies for review have been identified including the Conflict of Interest Policy, the Sexual Harassment Policy, Workload Allocation of Academics and the Code of Conduct. Review of University policy include consultation with AUTSA, Academic Board, Women on Campus, Vice

- Chancellor's Executive, Senior Leadership Team, Cultural Change Transition Group, Other Academic Committees, Staff Associations, TEU & TIASA. There is also potential for Council to be included.
- The timeframes need to be concise and clear and need to be observable. The outcomes of the interventions in response to the recommendations should be measurable and effective.
 - Council is satisfied with the progress subject to providing timeframes and a report provided to the public on the website.

Resolved

THAT COUNCIL WORKING GROUP RECEIVE THE IMPLEMENTATION OF THE INDEPENDENT REVIEW RECOMMENDATIONS – UPDATE MAY 2021.

5 CLOSE OF MEETING

The meeting closed at 4.35 PM

6 DATE OF NEXT MEETING

The **next meeting** of Council Working Group is scheduled for:

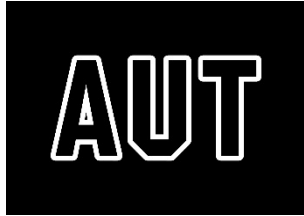
Date: 26 July 2021

Time: 2.00 pm – 3.30 pm

Venue: AUT North

Matters Arising

- Reasons for attrition in the second-year cohort, third quarter 2021 – Megan Skinner (Director Strategy and Planning)
- What universities and courses students transfer from to AUT, third quarter 2021 – Megan Skinner (Director Strategy and Planning)
- Barriers to entry include internal factors within the university as well as external factors. Further information is required on what percentage of these are internal and what percentage are external, third quarter 2021 – Megan Skinner (Director Strategy and Planning)
- Demographics on non-school leavers, third quarter 2021 - Joanna Scarbrough (Group Director Student Services and Administration)
- Information on students working and studying at the same time, third quarter 2021 - Joanna Scarbrough (Group Director Student Services and Administration)



PART A

9.2

OPEN AGENDA
ITEM

Council Agenda Paper

Subject: **AUT ETHICS COMMITTEE ANNUAL REPORT 2020**

Date: 18 June 2021

RECOMMENDATION:

THAT COUNCIL APPROVE THE AUT ETHICS COMMITTEE ANNUAL REPORT 2020.

Background

This is AUTECH's Annual Report to AUT Council and to the Health Research Council Ethics Committee. This year it includes the three-yearly request for re-accreditation by the Health Research Council Ethics Committee. The document contains a report from the Chairperson; an overview of AUTECH policies and procedures, functions and Terms of Reference; and procedures for review and complaints. The membership of AUTECH and the expertise of individual members is noted, as is the contribution of lay members and a record of individual attendance. The report concludes with a complete list of the protocols considered by AUTECH over the previous 12-month period.

The AUT Ethics Committee Annual Report is in supplementary papers.