



**MEETING OF MASSEY UNIVERSITY COUNCIL**

**FRIDAY 7 MARCH 2014**

**commencing at 11.15 am**

**to be held in**

**THE UNIVERSITY HOUSE MEETING ROOM,  
UNIVERSITY HOUSE, MANAWATU CAMPUS**

## **MASSEY UNIVERSITY COUNCIL**

**A meeting of Massey University Council will be held in the  
University House Meeting Room, University House, Manawatu Campus**

**on**

**Friday 7 March 2014**

**commencing at 11.15am**

### **AGENDA- PART I**

Official Information Act 1982 and Local Government Official Information and Meetings Act 1987

Massey University (including its Council) is subject to the Official Information Act 1982. This means that if a specific request for disclosure is made, information that it holds must be disclosed unless non-disclosure can be justified in the terms of the Official Information Act 1982.

Matters that are included in Part II and most matters in the Finance Section of Council (or Committee) meetings are protected from disclosure under the Official Information Act 1982. That is, non-disclosure of information relating to such matters can usually be justified in terms of the Official Information Act 1982. Therefore, care should be taken to ensure that papers relating to Part II or Finance Section matters are not seen outside Council (or its relevant Committee) and that such matters are not mentioned outside Council (or its relevant Committee).

All requests (whether written or oral) by any person who is not a Council member for information included under Part II or the Finance Section of Council (or Committee) meetings and requests for the minutes of those parts of Council (or Committee) meetings must be referred immediately to the Registrar for decision on disclosure or otherwise. Individual members are advised not to disclose Part II or Finance Section matters.

#### **Interest: Declaration and Disqualification**

In accordance with the Education Act 1989 members are reminded that if they have any direct or indirect pecuniary interest (including their conditions of service as the Chief Executive or as a member of the staff of the institution) in a matter being considered or about to be considered by the Council (or Committee) then as soon as possible after the relevant facts have come to their knowledge they:

- (a) must disclose the nature of the interest at a meeting of the Council (or Committee);
- (b) must not be present during any deliberation or take part in any decision of the Council (or Committee) with respect to that matter unless the Council decides otherwise.

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##### **4.1 Academic Board Reports**

<b>XYZ</b>	<b>4.1.1</b> Academic Board Report Part I for the meeting held on 20 November 2013	<b>C14/16</b>
<b>30</b>	<b>4.1.2</b> Academic Board Report Part I for the meeting held on 19 February 2014	<b>C14/17</b>
<b>31</b>	<b>4.2</b> Tracking Council Decisions and Delegations – Part I	<b>C14/18</b>

#### **5.0 INFORMATION/BACKGROUND ITEMS**

Nil

#### **6.0 MOVING INTO PART II**

##### **6.1 Exclusion of the Public**

#### **THE CHANCELLOR WILL MOVE THAT, EXCLUDING**

- Mr Stuart Morriss, Assistant Vice-Chancellor and University Registrar
- Ms Rose Anne MacLeod, Assistant Vice-Chancellor – Finance, Strategy and Information Technology
- Mr James Gardiner, Director of Communications
- Ms Paddy Nicol, Executive Secretary

**WHO HAVE, IN THE OPINION OF COUNCIL, KNOWLEDGE THAT COULD BE OF ASSISTANCE, MEMBERS OF THE PRESS AND PUBLIC BE NOW EXCLUDED FROM THE MEETING SO THAT FOR THE UNDERNOTED REASONS THE FOLLOWING MATTERS MAY BE DISCUSSED WITHOUT PUBLIC DISCLOSURE; THE COMMITTEE BEING SATISFIED, WHERE APPROPRIATE, THAT THERE ARE CONSIDERATIONS WHICH OUTWEIGH THE PUBLIC INTEREST OF DISCLOSURE.**

**Reference: Section 48 (1) of the Local Government and Information and Meetings Act 1987.**

**Reference: Section 9 as detailed hereunder of the Official Information Act 1982.**

<b>Item</b>	<b>Reason for Proposed Public Exclusion</b>
<b>Item 7.1.1</b> C14/03 Confirmation of Minutes – meeting held on 6 December 2013	These matters were considered in Part II of the meeting held on 6 December 2013
<b>Item 7.1.2</b> C14/39 Confirmation of Minutes – special meeting held on 14 February 2014	These matters were considered in Part II of the meeting held on 14 February 2014
<b>Item 7.2</b> Matters Arising	These matters were considered in Part II of the meetings held on 6 December 2013 and 14 February 2014
<b>Item 7.3</b> Follow-up Schedule as at 7 March 2014	These matters were considered in Part II of the meetings held on 14 February 2014 and before

Item	Reason for Proposed Public Exclusion
<b>Item 8.1.1</b> C14/20 Council Evaluation 2013	To protect the privacy of natural persons Reference: Section 9 2 (a)
<b>Item 8.1.2</b> C14/21 Chancellor's Report	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 8.1.3</b> C14/22 Consideration of Council Committees and Meeting Schedule	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 8.1.2</b> C14/23 Council Committee Appointments - 2014	To protect the privacy of natural persons Reference: Section 9 2 (a)
<b>Item 8.2.1</b> C14/24 Vice-Chancellor Scene Setting	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 8.2.2</b> C14/25 Financial Report for the twelve months ended 31 December 2013	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 8.2.3</b> C14/37 Major Capital Projects Report: Quarter Four 2013	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 8.2.3</b> C14/27 Health and Safety Report	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k) To protect the privacy of natural persons Reference: Section 9 2 (a)
<b>Item 9.1</b> C14/28 Shaping the Nation Taking the Best to the World –The Road to 2025	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 9.2</b> C14/29 Human Ethics Committee: Southern B: Vice-Chancellor's Nominee	To protect the privacy of natural persons Reference: Section 9 2 (a)
<b>Item 10.1.1</b> C14/30 Audit and Risk Committee Report –Meeting held on 6 December 2013	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 10.1.2</b> Audit and Risk Committee Report –Meeting held on 7 March 2014	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)

<b>Item</b>	<b>Reason for Proposed Public Exclusion</b>
<b>Item 10.1.3</b> C14/26 Risk Management Report Commentary – January 2014	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 10.2.1</b> C14/31 Academic Board Report – meeting held on 20 November 2013	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 10.2.2</b> C14/32 Academic Board Report – meeting held on 19 February 2014	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 10.3</b> C14/33 Honorary Awards Committee Report	To protect the privacy of natural persons Reference: Section 9 2 (a)
<b>Item 10.4</b> C14/34 2013-2014 Insurance Renewal: Further Update	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 10.5</b> C14/35 Tracking Council Decisions and Delegation – Part II	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k) To protect the privacy of natural persons Reference: Section 9 2 (a)
<b>Item 10.6</b> C14/36 Performance Review Committee Report – meeting held on 19 February 2014	To protect the privacy of natural persons Reference: Section 9 2 (a)

**AND**

**Item 11.0**

Such matters as members of Council declare their intention to raise under Late Items in the privileged part of the meeting.



**MINUTES OF MASSEY UNIVERSITY COUNCIL**

**A MEETING OF MASSEY UNIVERSITY COUNCIL HELD IN THE UNIVERSITY  
HOUSE MEETING ROOM, UNIVERSITY HOUSE, MANAWATU CAMPUS**

**On**

**FRIDAY 6 DECEMBER 2013 AT 10.00am**

**PART I**

**PRESENT:** Dr Russ Ballard (Chancellor), Mr Michael Ahie, Ms Fiona Coote, Ms Kura Denness, Associate Professor Grant Duncan, Ms Nitika Erueti-Satish, Mr Chris Kelly (Pro Chancellor), Hon Steve Maharey (Vice-Chancellor), Mr Alastair Scott, Professor Tony Signal, Mr Ralph Springett, Mr Bruce Ullrich, Mr Ben Vanderkolk, Professor Cynthia White and Ms Lesley Whyte

**IN ATTENDANCE:**  
Mr Stuart Morriss, Assistant Vice-Chancellor Operations & University Registrar  
Ms Rose Anne MacLeod, Assistant Vice-Chancellor Finance, Strategy and Information Technology  
Ms Rebekah Walker, Council member (resigned)  
Mr James Gardiner, Director Communications  
Ms Paddy Nicol, Executive Secretary

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Registrar for decision on disclosure or otherwise. Individual members are advised not to disclose Part II or Finance Section matters.

**Interest: Declaration and Disqualification**

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- (a) Must disclose the nature of the interest at a meeting of the Council (or Committee);
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**1.0 INTRODUCTION**

**1.1 WELCOME**

The Chancellor opened the meeting at 10.00 welcoming those present. He noted that Internal Student Member Rebekah Walker no longer met the requirements of the Council Statute: Election of Student Members on Council as she was now an employee of Massey University and as such was an observer at this meeting.

**6.0 MOVING INTO PART II**

**EXCLUSION OF THE PUBLIC**

THE CHANCELLOR MOVED THAT, EXCLUDING

- Mr Stuart Morriss, Assistant Vice-Chancellor Operations & University Registrar
- Ms Rose Anne MacLeod, Assistant Vice-Chancellor Finance, Strategy and IT
- Ms Rebekah Walker, Council member (resigned)
- Mr James Gardiner, Director Communications
- Ms Paddy Nicol, Executive Secretary

WHO HAVE, IN THE OPINION OF COUNCIL, KNOWLEDGE THAT COULD BE OF ASSISTANCE, MEMBERS OF THE PRESS AND PUBLIC BE NOW EXCLUDED FROM THE MEETING SO THAT FOR THE UNDERNOTED REASONS THE FOLLOWING MATTERS MAY BE DISCUSSED WITHOUT PUBLIC DISCLOSURE; THE COMMITTEE BEING SATISFIED, WHERE APPROPRIATE, THAT THERE ARE CONSIDERATIONS WHICH OUTWEIGH THE PUBLIC INTEREST OF DISCLOSURE.

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Reference: Section 9 as detailed hereunder of the Official Information Act 1982.

<b>Item</b>	<b>Reason for Proposed Public Exclusion</b>
<b>Item 7.1</b> C13/154 Confirmation of Minutes	These matters were considered in Part II of the meeting held on 4 October 2013
<b>Item 7.2</b> Matters Arising	These matters were considered in Part II of the meetings held on 4 October 2013

Item	Reason for Proposed Public Exclusion
<b>Item 7.3</b> Follow-up Schedule as at 6 December 2013	These matters were considered in Part II of the meetings held on 4 October 2013 and before
<b>Item 8.1.1</b> Chancellor's Report	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k) To protect the privacy of natural persons Reference: Section 9 2 (a)
<b>Item 8.1.2</b> Council Committee Membership	To protect the privacy of natural persons Reference: Section 9 2 (a)
<b>Item 8.1.3</b> C13/155 Health and Safety Spokesperson's Report	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k) To protect the privacy of natural persons Reference: Section 9 2 (a)
<b>Item 8.1.4</b> C13/156 Report on e-ballot: All of Government Contract for Air Travel	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 8.2.1</b> C13/157 Vice-Chancellor's 2013 Objectives: Period January - October 2013	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k) To protect the privacy of natural persons Reference: Section 9 2 (a)
<b>Item 8.2.2</b> C13/158 Financial Report for the eight months ended 31 October 2013	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 8.2.3</b> C13/159 Debtors Report as at 31 October 2013	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 8.2.4</b> C13/160 Major Capital Projects Report: Quarter Three, 2013	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)

CHANCELLOR/ULLRICH  
Carried

The meeting moved back into Part I at 11.00am

**1.2 APOLOGIES**

Apologies were received and noted from the Vice-Chancellor and from Mr Vanderkolk for absence between 11.45 and 2.30pm.

**1.3 DECLARATION OF INTEREST**

The Chair noted the Interests Register and called for any further declarations of which there were none. Members were asked to provide updated information for the Register to the Executive Secretary.

**1.4 MEETING AGENDA REVIEW**

There were no late items for Part I or Part II.

**1.5 C13/134  
CONFIRMATION OF PART I MINUTES - MEETING HELD ON 4 OCTOBER  
2013**

**RESOLVED** THAT THE MINUTES OF THE MASSEY UNIVERSITY COUNCIL  
MEETING HELD ON FRIDAY 4 OCTOBER 2013 (PART I) BE RECEIVED AS A TRUE  
AND CORRECT RECORD

CHANCELLOR/SPRINGETT  
Carried

**1.6 MATTERS ARISING**

**1.6.1 OUTCOME OF ELECTIONS FOR CHANCELLOR AND PRO CHANCELLOR  
POSITIONS**

Assistant Vice-Chancellor Operations and University Registrar Mr Morriss in his role as Returning Officer announced the outcome of the call for nominations and elections for the officers of Chancellor and Pro Chancellor.

**Office of Chancellor**

One candidate, Mr Chris Kelly stood for the Office of Chancellor, and in accord with the Council Statute: Chancellor and Pro Chancellor Elections Mr Morriss declared Mr Kelly to be Chancellor of the Massey University Council for the period of one year from this date following the close of this meeting.

**Office of Pro Chancellor**

Four nominations were received for the Office of Pro Chancellor and an election had been held in accord with the Council Statute: Chancellor and Pro Chancellor Elections. The appointed scrutineer for this election was Mr Trevor Weir who oversaw the opening and counting of the votes. The first candidate to reach the required number of votes was Mr Michael Ahie. Mr Morris declared Mr Michael Ahie to be elected to the position of Pro

Chancellor of the Massey University Council for the period of one year from this date following the close of this meeting.

Congratulations were offered to both Mr Kelly and Mr Ahie.

## **1.7 FOLLOW-UP SCHEDULE AS AT 6 DECEMBER 2013**

The Follow-up Schedule as at 6 December 2013 was noted.

## **1.8 COUNCIL AGENDA PLAN – UPDATE FOR 6 DECEMBER 2013**

The Council Agenda Plan as at 6 December 2013 was noted.

## **2.0 KEY REPORTS**

### **2.1 CHANCELLOR'S REPORTS**

#### **2.1.1 CHANCELLOR'S REPORT – *oral***

The Chancellor reported that since the 4 October 2013 Council meeting he had attended a variety of meetings and events. These included:

- Governance Committee meeting: Submissions of the reviews of University Governance and the Tertiary Education Strategy 2014 - 2019 were developed;
- Ministry of Education Governance Review session;
- College of Creative Arts Hall of Fame dinner;
- Royal Society 2013 New Zealand Research Honours Dinner in Dunedin;
- Three graduation ceremonies in Palmerston North on 29 November 2013;
- With other members of the Governance Committee met with representatives of the Tertiary Education Union (TEU) and discussed the Governance Review and the TEU's Strategy which was made available to Council members; and
- His bi-weekly meetings and calls to the Vice-Chancellor.

#### **2.1.2 C13/135 COUNCIL SUBMISSION: REVIEW OF THE LEGISLATIVE SETTINGS FOR UNIVERSITY GOVERNANCE TO THE MINISTRY OF EDUCATION**

The Chancellor noted that Council's feedback had been provided to the Ministry of Education and due process would follow with the possibility of making a submission if Council so wished.

#### **2.1.3 C13/136 COUNCIL SUBMISSION: DRAFT TERTIARY EDUCATION STRATEGY 2014 - 2019 TO THE MINISTRY OF EDUCATION**

The Chancellor noted that due process would follow and the Council would be advised of progress.

**2.2 VICE-CHANCELLOR’S REPORTS**

**2.2.1 C13/137  
VICE-CHANCELLOR’S REPORT – PART I**

The Vice-Chancellor’s report was taken as read. It was noted that Assistant Vice-Chancellor Academic and International Professor Ingrid Day had not renewed her contract and that the responsibilities of the position had been allocated to Senior Leadership Team members.

The report was noted.

**2.2.2 C13/138  
FINANCIAL REPORT FOR THE TEN MONTHS ENDED 31 OCTOBER 2013 -  
PART I**

**RESOLVED** THAT COUNCIL RECEIVE THE FINANCIAL REPORT FOR THE TEN MONTHS ENDED 31 OCTOBER 2013

CHANCELLOR  
Carried

**3.0 DECISION ITEMS**

**3.1 COUNCIL STATUTE AND RELATED DOCUMENTS**

**3.1.1 C13/139  
COUNCIL STATUTE ON THE DEFINITION AND ESTABLISHMENT OF A  
POLICY**

Assistant Vice-Chancellor Operations and University Registrar Mr Morriss noted the minor revisions as listed on page 2 of 3.

**RESOLVED** THAT COUNCIL APPROVE THE COUNCIL STATUTE ON THE DEFINITION AND ESTABLISHMENT OF A POLICY (C13/139)

COOTE/WHYTE  
Carried

**3.1.2 C13/140  
REGULATIONS AND CRITERIA FOR CONFERRING HONORARY DEGREES  
AND PROFESSOR EMERITUS/EMERITA TITLES AND AWARDING OF  
MASSEY UNIVERSITY MEDALS**

Honorary Awards Committee Chair spoke to the Regulations and Criteria noting that the proposed changes were around the nomination process, making it clearer and more specific.

**RESOLVED** THAT COUNCIL APPROVE THE REVISED REGULATIONS AND CRITERIA FOR THE CONFERMENT OF HONORARY DEGREES AND PROFESSOR EMERITUS/EMERITA TITLES AND AWARDING OF MASSEY UNIVERSITY MEDALS (C13/140)

ULLRICH/KELLY  
Carried

Mr Kelly noted that the Committee was considering a new award category and that this was expected to be finalised in the new-year.

**3.1.3 C13/141  
COUNCIL CODE OF CONDUCT 2014**

**RESOLVED** THAT COUNCIL APPROVE THE COUNCIL CODE OF CONDUCT 2014 (C13/141)

SCOTT/AHIE  
Carried

**3.2 UNIVERSITY POLICIES**

**3.2.1 FINANCE POLICIES**

Assistant Vice-Chancellor Finance, Strategy and IT Ms MacLeod spoke to the two Finance policies.

**3.2.1.1 C13/142  
CAPITAL PROJECTS POLICY**

**RESOLVED** THAT COUNCIL APPROVE THE CAPITAL PROJECTS POLICY (C13/142)

KELLY/ULLRICH  
Carried

**3.2.1.2 C13/143  
CAPITAL DEVELOPMENT POST COMPLETION REVIEW POLICY**

Audit and Risk Committee Chair Ms Denness noted that the Audit and Risk Committee had recommended the approval of this policy, noting the increase to the materiality value threshold for a post completion review.

**RESOLVED** THAT COUNCIL APPROVE THE CHANGES TO THE CAPITAL DEVELOPMENT POST COMPLETION REVIEW POLICY (C13/143)

DENNESS/SIGNAL  
Carried

### 3.2.2 RISK MANAGEMENT POLICIES

Assistant Vice-Chancellor Operations and University Registrar Mr Morriss spoke to the two risk management policies.

#### 3.2.2.1 C13/145

##### **PROTECTED DISCLOSURE POLICY AND PROCEDURE FOR THE DISCLOSURE OF SERIOUS WRONGDOING POLICY**

Audit and Risk Committee Chair Ms Denness noted that the Audit and Risk Committee had recommended the approval of this policy.

**RESOLVED** THAT COUNCIL APPROVE THE PROTECTED DISCLOSURE POLICY AND PROCEDURE FOR THE DISCLOSURE OF SERIOUS WRONGDOING POLICY (C13/145)

KELLY/ULLRICH  
Carried

#### 3.2.2.2 C13/146

##### **OFFICIAL INFORMATION POLICY**

Audit and Risk Committee Chair Ms Denness noted that the Audit and Risk Committee had recommended the approval of this policy.

**RESOLVED** THAT COUNCIL APPROVE THE OFFICIAL INFORMATION POLICY (C13/146)

SCOTT/VANDERKOLK  
Carried

### 3.3 COUNCIL COMMITTEE TERMS OF REFERENCE

#### 3.3.1 C12/147

##### **GOVERNANCE COMMITTEE TERMS OF REFERENCE 2014**

The Chancellor outlined the changes to the Governance Committee Terms of Reference. A further amendment was suggested, this being the removal of the work 'primary' in the now single objective of the Committee.

**RESOLVED** THAT COUNCIL APPROVE, WITH THE FOLLOWING AMENDMENT:

2. Objectives: The ~~primary~~-objective....

THE GOVERNANCE COMMITTEE TERMS OF REFERENCE 2014 (C13/147)

VANDERKOLK/SCOTT  
Carried

**3.3.2 C12/148  
HONORARY AWARDS COMMITTEE TERMS OF REFERENCE 2014**

Honorary Awards Committee Chair Mr Kelly noted the Honorary Awards Committee Terms of Reference were unchanged.

**RESOLVED** THAT COUNCIL APPROVE THE HONORARY AWARDS COMMITTEE TERMS OF REFERENCE 2014 (C13/148)

KELLY/COOTE  
Carried

**3.4 C12/149  
COUNCIL AGENDA PLAN 2014**

The included Strategic Discussions and Site Visits were noted. It was agreed to reverse the March and May Strategic Discussions and that Employability would be led by Assistant Vice-Chancellor Research and Enterprise and Assistant Vice-Chancellor Operations and University Registrar.

It was acknowledged that ongoing changes may need to be made to the scheduled strategic discussions and site visits.

**RESOLVED** THAT COUNCIL APPROVE THE COUNCIL AGENDA PLAN 2014 (C13/149)

CHANCELLOR  
Carried

**4.0 COMMITTEE, ASSOCIATED ENTITIES AND OTHER REPORTS**

**4.1 ACADEMIC BOARD REPORTS**

Academic Board Chair and Academic Board Appointee to Council Professor Signal spoke to the two Academic Board reports.

**4.1.1 C12/150  
ACADEMIC BOARD CHAIR'S REPORT**

Professor Signal noted that the academic discussions were developing well. The variety of topics was broad although the depth of discussion varied. Pro Vice-Chancellor College of Creative Arts was the first of the Pro Vice-Chancellor's to present a College's strategic and academic plan, the purpose being to provide Board members with an understanding of academia beyond their own College.

He noted changes to the Agenda Working Group and acknowledged the work of Professor Day with the Agenda Working Group and her considerable contribution to the Board in her role as Assistant Vice-Chancellor Academic and International.

In response to a question the Chair noted that formal engagement with students had been difficult in 2013 however he anticipated an improvement under the new student engagement model that was to be introduced.

**RESOLVED** THAT COUNCIL RECEIVE THE ACADEMIC BOARD CHAIR'S REPORT

CHANCELLOR  
Carried

**4.1.2 C12/151  
ACADEMIC BOARD MEETING HELD ON 16 OCTOBER 2013 – PART I**

**RESOLVED** THAT COUNCIL RECEIVE THE ACADEMIC BOARD REPORT – PART I - OF THE MEETING HELD ON 16 OCTOBER 2013

CHANCELLOR  
Carried

**4.1.3 C12/152  
ACADEMIC BOARD MEETING HELD ON 20 NOVEMBER 2013 – PART I**

This paper was not available to be tabled and was deferred until the 7 March 2014 Council meeting.

**5.0 INFORMATION/BACKGROUND ITEMS**

**5.1 C13/153  
COUNCIL EVALUATION 2013**

The Chancellor noted that the completed Council Evaluation 2013 needed to be with the Executive Secretary for compilation no later than 6 January 2014.

**5.2 COUNCIL AND MANAGEMENT THANKS TO RETIRING CHANCELLOR**

Pro Chancellor Mr Kelly acknowledged the considerable contribution and hard work over the previous five years of retiring Chancellor Dr Russell Ballard and with sincere appreciation thanked him on behalf of Council.

Assistant Vice-Chancellor Operations and University Registrar Mr Morriss reiterated the sentiments on behalf of Management.

**6.0 MOVING INTO PART II**

**EXCLUSION OF THE PUBLIC**

THE CHANCELLOR MOVED THAT, EXCLUDING

- Mr Stuart Morriss, Assistant Vice-Chancellor Operations & University Registrar
- Ms Rose Anne MacLeod, Assistant Vice-Chancellor Finance, Strategy and IT
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Reference: Section 9 as detailed hereunder of the Official Information Act 1982.

Item	Reason for Proposed Public Exclusion
<b>Item 8.2.5</b> C13/161 Consolidated Performance Report: Quarter Three, 2013	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 8.2.6</b> C13/162 Enrolment Update Report	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 8.2.7</b> C13/163 Health and Safety Update Report – January – October 2013	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 8.2.8</b> C13/164 Insurance Placement 2013-2014: Delegation Report	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 9.1.1</b> C13/165 2014 University Operating Budget	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 9.1.2</b> C13/166 2014 Capital Plan - Update	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 9.1.3</b> C13/167 Massey University Annual Plan 2014	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 9.2.1</b> C13/168 Student Management Solution Implementation (SMSI) Programme Business Case	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)

Item	Reason for Proposed Public Exclusion
<b>Item 9.2.2</b> C13/169 Information Security Business Case	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 9.3</b> C13/170 Crown Asset Transfer Process	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 9.4</b> C13/144 Investment in Developing and Commercialising Intellectual Property	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 9.5</b> C13/171 Bad Debt Write Off for Students Enrolled in the 2011 and Prior Years	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 9.6.1.1</b> C13/172 New Zealand School of Music Statement of Corporate Intent 2014	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 9.6.1.2</b> C13/173 2014 Massey Ventures Limited Statement of Corporate Intent and Budget	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 9.6.2.1</b> C13/175 Massey Global Limited – Interim Director Appointments	To protect the privacy of natural persons Reference: Section 9 2 (a)
<b>Item 9.6.2.2</b> C13/176 Agri One Limited – Change of Director	To protect the privacy of natural persons Reference: Section 9 2 (a)
<b>Item 9.7</b> C13/182 Honorary Awards Committee Recommendations	To protect the privacy of natural persons Reference: Section 9 2 (a)
<b>Item 10.1.1</b> C13/177 Audit and Risk Committee Report –Meeting held on 4 October 2013	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 10.1.2</b> Audit and Risk Committee Report – Meeting held on 6 December 2013	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 10.1.3</b> C13/178 Audit and Risk Committee Risk Management Report Commentary	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)

Item	Reason for Proposed Public Exclusion
<b>Item 10.2.1</b> C13/179 Academic Board Report – meeting held on 16 October 2013	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 10.2.2</b> C13/180 Academic Board Report – meeting held on 20 November 2013	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)
<b>Item 10.3</b> C13/181 Governance Committee Report for the meeting held on 31 October 2013	To prevent the disclosure or use of official information for improper gain or improper advantage Reference: section 9 2 (k)

AND

**Item 11.0**

Such matters as members of Council declare their intention to raise under Late Items in the privileged part of the meeting.

CHANCELLOR  
Carried

**13.0 ITEMS MOVED FROM PART II TO PART I**

The following decision was moved from Part II into Part I

**9.4 INVESTMENT IN DEVELOPING AND COMMERCIALISING INTELLECTUAL PROPERTY POLICY**

**RESOLVED** THAT COUNCIL APPROVE THE INVESTMENT IN DEVELOPING AND COMMERCIALISING INTELLECTUAL PROPERTY POLICY (C13/144)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**MINUTES OF MASSEY UNIVERSITY COUNCIL**

**A SPECIAL MEETING OF MASSEY UNIVERSITY COUNCIL HELD BY  
TELECONFERENCE**

**On**

**FRIDAY 14 FEBRUARY AT 8.30am**

**PART I**

**PRESENT:** Mr Chris Kelly (Chancellor), Mr Michael Ahie (Pro Chancellor), Dr Russ Ballard, Ms Fiona Coote, Ms Kura Denness, Hon Steve Maharey (Vice-Chancellor), Professor Tony Signal, Mr Ralph Springett, Mr Bruce Ullrich, Mr Ben Vanderkolk and Professor Cynthia White

**IN ATTENDANCE:** Ms Paddy Nicol, Executive Secretary

**Official Information Act 1982 and Local Government Official Information and Meetings Act 1987**

Massey University (including its Council) is subject to the Official Information Act 1982. This means that if a specific request for disclosure is made, information that it holds must be disclosed unless non-disclosure can be justified in the terms of the Official Information Act 1982.

Matters that are included in Part II and most matters in the Finance Section of Council (or Committee) meetings are protected from disclosure under the Official Information Act 1982. That is, non-disclosure of information relating to such matters can usually be justified in terms of the Official Information Act 1982. Therefore, care should be taken to ensure that papers relating to Part II or Finance Section matters are not seen outside Council (or its relevant Committee) and that such matters are not mentioned outside Council (or its relevant Committee).

All requests (whether written or oral) by any person who is not a Council member for information included under Part II or the Finance Section of Council (or Committee) meetings and requests for the minutes of those parts of Council (or Committee) meetings must be referred immediately to the Registrar for decision on disclosure or otherwise. Individual members are advised not to disclose Part II or Finance Section matters.

**Interest: Declaration and Disqualification**

In accordance with the Education Act 1989 members are reminded that if they have any direct or indirect pecuniary interest (including their conditions of service as the Chief Executive or as a member of the staff of the institution) in a matter being considered or about to be considered by the Council (or Committee) then as soon as possible after the relevant facts have come to their knowledge they:

- (a) Must disclose the nature of the interest at a meeting of the Council (or Committee);
- (b) Must not be present during any deliberation or take part in any decision of the Council (or Committee) with respect to that matter unless the Council decides otherwise.

## 1.0 INTRODUCTION

### 1.1 WELCOME

The Chancellor opened the special Council meeting at 8.30am and welcomed members to the teleconference.

**RESOLVED** THAT THIS SPECIAL MEETING OF COUNCIL, HELD BY WAY OF TELECONFERENCE, BE CONDUCTED IN ACCORDANCE WITH THE “GUIDELINES FOR THE CONDUCT OF COUNCIL AND COUNCIL SUB-COMMITTEES”, SUBJECT TO THE FOLLOWING SPECIFIC REQUIREMENTS:

- (A) A MEMBER MAY NOT LEAVE THE MEETING BY DISCONNECTING UNLESS HE OR SHE HAS PREVIOUSLY OBTAINED THE EXPRESS CONSENT OF THE CHAIRPERSON OF THE MEETING; AND
- (B) AT THE BEGINNING OF THE MEETING A ROLL CALL WILL BE TAKEN TO ESTABLISH THOSE PRESENT. A ROLL CALL WILL AGAIN BE TAKEN AT THE END OF THE MEETING TO ASCERTAIN THOSE MEMBERS STILL PRESENT
- (C) THE CHAIRPERSON WILL INVITE MEMBERS INDIVIDUALLY TO VOTE BY VOICE “AYE” OR “NO” AS SUCH, NO SHOW OF HANDS WILL NECESSARY IN THE EVENT OF A DIVISION

CHAIR  
Carried

### 1.2 APOLOGIES

Apologies were received and noted from Associate Professor Grant Duncan, Ms Nitika Erueti-Satish, Mr Alastair Scott and Ms Lesley Whyte.

### 1.3 DECLARATION OF INTEREST

There were no declarations of interest.

### 1.4 MEETING AGENDA REVIEW

There was one late item, this being a recommendation for an Honorary Award from the Honorary Awards Committee Special meeting held on 14 February 2014. The reason for the proposed exclusion of the public was To protect the privacy of natural persons Reference: Section 9 2 (a)

## 2.0 MOVING INTO PART II

### EXCLUSION OF THE PUBLIC

THE CHANCELLOR MOVED THAT, EXCLUDING

- Ms Paddy Nicol, Executive Secretary

WHO HAVE, IN THE OPINION OF COUNCIL, KNOWLEDGE THAT COULD BE OF ASSISTANCE, MEMBERS OF THE PRESS AND PUBLIC BE NOW EXCLUDED FROM THE MEETING SO THAT FOR THE UNDERNOTED REASONS THE FOLLOWING MATTERS MAY BE DISCUSSED WITHOUT PUBLIC DISCLOSURE; THE COMMITTEE BEING SATISFIED, WHERE APPROPRIATE, THAT THERE ARE CONSIDERATIONS WHICH OUTWEIGH THE PUBLIC INTEREST OF DISCLOSURE.

Reference: Section 48 (1) of the Local Government and Information and Meetings Act 1987.

Reference: Section 9 as detailed hereunder of the Official Information Act 1982.

Item	Reason for Proposed Public Exclusion
<b>Item 3.1</b> C14/01 Honorary Awards Committee Report – Recommendation to Council	To protect the privacy of natural persons Reference: Section 9 2 (a)

AND

### Item 4.0

Such matters as members of Council declare their intention to raise under Late Items in the privileged part of the meeting.

CHANCELLOR  
Carried

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Council Follow-up Schedule Part I – 7 March 2014**

**From last meeting**

*Note: bracketed italics are completed actions*

Item	Outcome	Action	Milestone dates
1.	•	•	•

**Council Follow-up Schedule Part I – 7 March 2014**

**Ongoing Issues**

*Note: bracketed italics are completed actions*

Item	Outcome	Action	Milestone dates
1. Trust Funds Policy	<ul style="list-style-type: none"> <li>• It was agreed to hold over the approval of the Trust Funds Policy following consideration of:               <ul style="list-style-type: none"> <li>○ Reviewing the proposed Trust definition in line with the legal definition;</li> <li>○ A definition of cash researches; and</li> <li>○ Inclusion and definition of a Constructive Trust.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Assistant Vice-Chancellor Finance, Strategy and IT Ms MacLeod to work with Council member Mr Vanderkolk as required, making the suggested changes.</li> <li>• The work on the Policy is not yet complete. To be tabled at the 7 March 2014 Council meeting.</li> <li>• Consultation underway. To be tabled at 2 May 2014 Council meeting</li> </ul>	<ul style="list-style-type: none"> <li>• <i>6 December 2013 Council meeting.</i></li> <li>• 7 March 2014 Council meeting</li> <li>• 2 May 2014</li> </ul>
2. Disciplinary Committee	<ul style="list-style-type: none"> <li>• The Disciplinary Committee of Terms of Reference have not been reviewed since 2005. Need to ensure they meet the needs of the University.</li> </ul>	<ul style="list-style-type: none"> <li>• AVC Operations &amp; University Registrar to review Terms of Reference and Membership criteria</li> <li>• The Disciplinary Committee Terms of Reference form part of a wider review</li> </ul>	<ul style="list-style-type: none"> <li>• 6 September 2013</li> </ul>

Item	Outcome	Action	Milestone dates
		<p>of the Student Disciplinary Procedures being undertaken by the Office of the AVC Academic and International. AVC Operations &amp; University Registrar liaising with the Office in their review.</p> <ul style="list-style-type: none"> <li>• The wider review of the Student Disciplinary Procedures has been extended. It is planned that the Disciplinary Committee Terms of Reference will be tabled at the 7 March 2014 Council meeting.</li> <li>• Wider review not yet complete. To be tabled at time of completion</li> </ul>	<ul style="list-style-type: none"> <li>• 6 December 2013</li> <li>• 7 March 2014 Council meeting.</li> <li>• Future Council meeting</li> </ul>

**COUNCIL AGENDA PLAN – MARCH - DECEMBER – 2014**

	<p><b>Friday 7 March (Manawatu)</b>  <b>Function: <u>Close off of previous year;</u></b>  <b><u>Establishing parameters for new year;</u></b>  <b><u>Strategy approval for the current year</u></b></p> <ul style="list-style-type: none"> <li>• VC scene setting</li> <li>• Approve Road to 2025</li> <li>• Preparation for grads and Honorary Awards</li> <li>• Annual Accounts for previous year (delegation)</li> <li>• Review of Council performance</li> <li>• Farewell to leaving Council members</li> </ul>	<p><b>Friday 2 May (Manawatu)</b>  <b>Function: <u>Consolidation of business for current year</u></b></p> <ul style="list-style-type: none"> <li>• Monitoring progress re enrolments</li> <li>• Induction of new members</li> </ul>
Strategic Discussions	Staff Survey: <i>Assistant Vice-Chancellor People and Organisational Development</i>	Student Forum
Site visits		School of Sport and Exercise
Key Reports	<ul style="list-style-type: none"> <li>• Chancellor's Report</li> <li>• VC Reports - to include <ul style="list-style-type: none"> <li>• VC Report – Part I</li> <li>• VC scene setting 2014</li> <li>• Financial Reports</li> <li>• Major Capital Projects Report</li> <li>• Performance Review Report</li> <li>• Health and Safety Report</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Chancellor's Report</li> <li>• VC Reports - to include <ul style="list-style-type: none"> <li>• VC Report – Part I</li> <li>• Financial Report</li> <li>• Performance Review Report</li> <li>• Enrolment Report</li> <li>• Health and Safety Report</li> <li>• Quarterly Performance Reports</li> <li>• Aged Debtors Report</li> </ul> </li> </ul>
Decision Items	<ul style="list-style-type: none"> <li>• 2013 Annual Accounts and Statement of Service Performance delegation to A&amp;R Committee</li> <li>• Conferring of Degrees &amp; Awarding of Diplomas and Certificates at graduation ceremonies delegation</li> <li>• Review Guidelines Council meeting conduct</li> <li>• Terms of Reference- Council Committees</li> <li>• Policies as per schedule</li> </ul>	<ul style="list-style-type: none"> <li>• Student Fee Setting Process and Principles (Domestic and International)</li> <li>• Policies as per schedule</li> </ul>
Committee, Associated Entities and Other	<ul style="list-style-type: none"> <li>• Audit &amp; Risk Committee Report – including Risk Management Report commentary</li> <li>• Academic Board Reports</li> <li>• Performance Review Committee Report</li> <li>• Honorary Awards Committee Report</li> <li>• Review of Council Evaluation 2013</li> <li>• Tracking Council Decisions and Delegations</li> </ul>	<ul style="list-style-type: none"> <li>• Audit &amp; Risk Committee Report – including Risk Management Report commentary</li> <li>• Academic Board Reports</li> <li>• Research Strategy Annual Report 2013</li> <li>• NZSM Annual Report 2013</li> <li>• MU Foundation Annual Report 2013</li> <li>• Massey Ventures Ltd Annual Report 2013</li> <li>• Agri One Ltd Annual Report 2013</li> </ul>

Business Cases will brought to Council for approval as appropriate

**COUNCIL AGENDA PLAN – MARCH - DECEMBER – 2014**

	<b>Friday 4 July (Manawatu)</b> <b>Function: <u>Strategy planning for the following year; Approval of International Fees</u></b> <ul style="list-style-type: none"> <li>Approve Domestic, International and Other Student Fees</li> </ul>	<b>Friday 5 September (Wellington)</b> <b>Function: <u>Approval of Investment Plan and Domestic Fees</u></b> <ul style="list-style-type: none"> <li>Approve Investment Plan</li> <li>Establish Council agenda plan and schedule for following year</li> </ul>
Strategic Discussions	IP Commercialisation ( <i>deferred from 2013: MVL and Bio Centre Chairs/CEOs</i> )	College of Humanities and Social Sciences including Institute of Education strategies: ( <i>Pro Vice-Chancellor CHSSc</i> )
Site visits	PN Campus visit: Possibly Milson Flight Centre	Wellington Campus visit – <b>tbc</b>
Key Reports	<ul style="list-style-type: none"> <li>Chancellor's Report</li> <li>VC Reports - to include               <ul style="list-style-type: none"> <li>VC Report – Part I</li> <li>Financial Reports</li> <li>Performance Review Report</li> <li>Enrolment Report</li> <li>Health and Safety Report</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Chancellor's Report</li> <li>VC Reports - to include               <ul style="list-style-type: none"> <li>VC Report – Part I</li> <li>Financial Report</li> <li>Quarterly Performance Reports</li> <li>Major Capital Projects Report</li> <li>Performance Review Report</li> <li>Enrolment Report</li> <li>Health and Safety Report</li> </ul> </li> </ul>
Decision Items	<ul style="list-style-type: none"> <li>Domestic, International and Other Student Fees 2015 – (AVC Academic and International in person)</li> <li>Māori Protocols Review Report</li> <li>Policies as per schedule</li> </ul>	<ul style="list-style-type: none"> <li>Investment Plan 2015-2017</li> <li>Domestic Student Fees 2015</li> <li>Draft Agenda Plan 2015</li> <li>Draft Meeting Schedule 2015</li> <li>Policies as per schedule</li> </ul>
Committee, Associated Entities and Other	<ul style="list-style-type: none"> <li>Audit &amp; Risk Committee Report</li> <li>Academic Board Reports</li> <li>Academic Board Chair's Report (in person)</li> <li>Honorary Awards Committee Report</li> <li>Massey Ventures Limited Chair's visit</li> </ul>	<ul style="list-style-type: none"> <li>Audit &amp; Risk Committee Report– including Risk Management Report commentary</li> <li>Academic Board Reports including Chair</li> <li>Honorary Awards Committee Report</li> <li>Research Strategy Framework Report (AVC RE in person)</li> <li>Massey Foundation – Chair's visit</li> <li>Tracking Council Decisions and Delegations</li> </ul>

Business Cases will brought to Council for approval as appropriate

**COUNCIL AGENDA PLAN – MARCH - DECEMBER – 2014**

	<p><b>Friday 3 October (Albany)</b>  <b>Function: <u>Budget review</u></b></p> <ul style="list-style-type: none"> <li>• Review Operating and Capital Budget for following year</li> <li>• Insurance Renewal – delegate authority to approve</li> </ul>	<p><b>Friday 5 December (Manawatu)</b>  <b>Function: <u>Budget approval &amp; Final Decisions for current year and prep for following year</u></b></p> <ul style="list-style-type: none"> <li>• Approve Operating and Capital Budget for following year</li> <li>• Election of Chancellor and Pro-Chancellor</li> <li>• Committee membership established</li> </ul>
Strategic Discussions	Employability - Links to employer/employment: <i>Assistant Vice-Chancellor Research, Academic and Enterprise and Assistant Vice-Chancellor Operations, International and University Registrar</i>	Massey University Regional Strategies
Site Visits	Albany Site visit - <i>tbc</i>	<i>tbc</i>
Key Reports	<ul style="list-style-type: none"> <li>• Chancellor’s Report</li> <li>• VC Reports - to include <ul style="list-style-type: none"> <li>• VC Report – Part I</li> <li>• Financial Report</li> <li>• Performance Review Report</li> <li>• Enrolment Report</li> <li>• Health and Safety Report</li> <li>• 2015 University Operating and Capital Budget</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Chancellor’s Report</li> <li>• VC Reports - to include <ul style="list-style-type: none"> <li>• VC Report – Part I</li> <li>• Financial Report</li> <li>• Quarterly Performance Reports</li> <li>• Major Capital Projects Report</li> <li>• Performance Review Report</li> <li>• Enrolment Report</li> <li>• Health and Safety Report</li> <li>• Aged Debtors Report</li> </ul> </li> </ul>
Decision Items	<ul style="list-style-type: none"> <li>• Insurance Renewal – delegate authority to approve</li> <li>• Agri One Ltd SCI 2015</li> <li>• Policies as per schedule</li> </ul>	<ul style="list-style-type: none"> <li>• 2015 University Operating and Capital Budget</li> <li>• Renewal of Insurance 2015-report delegation</li> <li>• NZ School Music SCI 2015</li> <li>• MVL SCI 2015</li> <li>• Student Bad Debts</li> <li>• Council Committee membership</li> <li>• Review Guidelines for Conduct of Council and Council Committees meetings</li> <li>• Review Council Code of Conduct</li> <li>• Election: Chancellor &amp; Pro Chancellor</li> <li>• Policies as per schedule</li> </ul>
Committee, Associated Entities and Other	<ul style="list-style-type: none"> <li>• Audit &amp; Risk Committee Report</li> <li>• Honorary Awards Committee Report</li> <li>• Notice of Intention for Chancellor and Pro Chancellor positions</li> <li>• Council Graduation Schedule 2015</li> </ul>	<ul style="list-style-type: none"> <li>• Audit &amp; Risk Report Committee – including Risk Management Report commentary</li> <li>• Academic Board Reports</li> <li>• Academic Board Chair Report (in person)</li> <li>• Honorary Awards Committee Report</li> <li>• Council Evaluation 2014</li> </ul>

Business Cases will brought to Council for approval as appropriate



## Office of Hon Steven Joyce

Minister for Economic Development  
Minister of Science and Innovation  
Minister for Tertiary Education, Skills and Employment  
Associate Minister of Finance

11 FEB 2014

Mr Chris Kelly  
Chancellor  
Massey University  
Private Bag 11222  
Palmerston North 4442

Dear Chris

As you are aware, the Government has been reviewing the governance settings for universities. I have appreciated the chance to discuss the review with your colleagues at several points over the past two years, and I thank you for your written submission on last year's public consultation. Your submission, as well as submissions from other universities and university stakeholders, has helped me to understand what is required to help universities perform well in the future.

I am writing now to inform you that legislation will be introduced in March to progress with changes to university councils.

The key changes to university councils are as follows:

- Universities will be able to choose a council size of between 8 and 12 members.
- Council membership requirements will be less prescriptive and council appointments will focus on members' capabilities.
- Individual council members' duties and accountabilities will be clarified.

A number of submissions were received during last year's public consultation. These submissions have been summarised, and a summary document will be made available on the Ministry of Education's website before the introduction of legislation. These submissions were very helpful to me in making decisions about changes to university governance. I have changed several aspects of the proposals to reflect some of the feedback received from public consultation, including the following:

- The number of ministerial appointees will be reduced on councils of 8 and 9 members.
- Requirements for council members' capabilities will be broad to allow councils to appoint students, staff and other valuable stakeholders if the council wishes.
- Councils will be required to have at least one Māori member, something that both councils and I will be responsible for ensuring.

If legislation passes, it is likely to come into effect later on this year. This will be followed by a transition period during which university councils can think strategically about their new constitutions. New councils will need to be in place on or before 1 January 2016. During the transitional period, I will consider ministerial appointees to councils, and current council members will be able to appoint other members of the future council.

Once legislation is announced, a Bill and supporting documents will be available on the Ministry of Education's website for you to read. The Select Committee stage of the legislative process will offer a further opportunity for input from you, other universities and university stakeholders. I encourage you to use that opportunity to provide further input into the proposed changes to university governance.

Yours sincerely



Steven Joyce  
Minister for Tertiary Education, Skills and Employment



## VICE-CHANCELLOR'S OFFICE

**To:** Members of Council  
**From:** Vice-Chancellor  
**Date:** 24 February 2014  
**Subject:** **Vice-Chancellor's Part I Report to Council**  
**Period: early October to late November 2013**

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**Purpose:**

This report is presented to update Council on key achievements, highlights and major issues arising over the period mid-November 2013 to late mid-February 2014 and also seeks to give Council a flavour of the breadth and depth of University-associated activities. The report gathers together strategic items provided by college and service lines, the Vice-Chancellor's elog and diary. Further detail is provided in the appendices to this report.

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### 1.0 Topical Issues

#### 1.1 Welcome to 2014 – Massey University Heritage Year

This is our Heritage Year. Fifty years ago we were granted university status and we will be using every opportunity to tell of our achievements.

The Albany campus turns 21 this year. Massey is now embedded in the rapidly growing community of Auckland North and determined to become the "local" university.

Food Technology, one of Massey's defining areas of education and research, will mark its 50th year.

The External Relations team will be coordinating the activities in all of these areas. If anyone wants information or has a suggestion, please get in touch with Pamela Fleming - [P.Fleming@massey.ac.nz](mailto:P.Fleming@massey.ac.nz).

To help staff participate in the celebration of 50 years as a university – and 21 years of the Albany campus – we have developed Heritage pages on the new intranet site, OneMassey. There you can find and download resources such as email signatures, logos, photos, power point templates and key messages. Go to:  
<https://one.massey.ac.nz/heritage/SitePages/Home.aspx>

The current issue of *DefiningNZ* provides a lot of information about the history of the University. I have received an advance copy of *The Wheat From the Chaff: (Almost) 80 years as seen through the Pages of Massey's Student Newspaper* edited by William Muirhead. It is fantastic (in every sense) and will be released in March as part of Heritage Year.

1.2 **2013**

The season of 2013 anniversaries came to a close with the Veterinary celebrations in December.

1.3 **Massey University Council**

December 7 was the last meeting as Chancellor for Dr Russ Ballard. Dr Ballard has been on the Massey Council for eight-and-a-half years – five as Chancellor. Dr Ballard has provided outstanding service to the University. He will continue as a Council member.

Chris Kelly is the new Chancellor. Michael Ahie is the new Pro-Chancellor. I am looking forward to working with them in their new roles. Please refer to Appendix I for further details.

1.4 **2014 New Year's Honours**

Again this year Massey alumni have received national recognition through the 2014 New Year's Honours for their service and contribution to the nation. I have written and congratulated them on behalf of the University. Please refer to Appendix II for the list of names and honours.

For further awards and recognition please refer to section 5.0 Celebrating Excellence.

1.5 **University governance arrangements**

At the February meeting of Universities New Zealand, Vice-Chancellors discussed the Government's decision to proceed with changes to university governance arrangements (please refer to Appendix III for the announcement from Tertiary Education Minister Steven Joyce). The Vice-Chancellors' agreed to release a statement indicating their concern that the changes will undermine diversity on Councils and impact on academic freedom (please refer to Appendix IV for the response from Universities New Zealand).

Legislation has yet to be introduced into Parliament so there is some time and considerable debate yet before any changes become law.

1.6 **Massey Agriculture ranks 19th in the world – QS World University Rankings by Subject Area**

Launched in 2011, the annual QS World University Rankings by Subject is a guide to a range of subject areas. It ranks the top 200 universities in the world for 30 individual subjects.

In 2014, Massey University was ranked:

- 19th in the world for Agriculture,
- within the top 51-100 for Education and for Accounting and Finance,
- and within top 101-150 for Psychology and for Statistics and Operational Research.
- Note that from ranking positions 51 to 200, QS only provides ranking bands (51-100, 101-150 and 151-200).

Compared to 2013, Massey has improved its position for Agriculture (up two places), maintained Education and Accounting and Finance within the 51-100 ranking band, maintained Psychology within the 101-150 ranking band, and added Statistics and Operational Research (not ranked in 2013). Massey dropped off the top 200 for Communication and Media Studies, Economics and Econometrics and Biological Sciences.

## 2.0 **Key Strategic Issues and Positioning**

2.1 **The Road to 2025**

As coincidence would have it, while we are celebrating our past we will be talking about our newly released plan – *Shaping the Future, Taking the Best to the World*. Last year the Massey Council asked us to refresh our plan and extend its horizon out to 2025. A good deal of consultation resulted in a plan that was refined over the holiday period and will be in front of the March Council meeting. Immediately after that, the plan will be available.

2.2 **Senior Leadership Team Planning**

In January the SLT held the first of three SLT planning meetings to be held this year.

We met on the Wellington campus and focused on an agenda central to what the University will try to achieve this year. Of particular interest were:

- A session on internationalisation with Education NZ (who have just provided funding for our Worldwide initiative).
- A session with Kevin Lavery (chief executive of the Wellington City Council) and Philip Fierlinger (Zero) on how to promote Wellington as the nation's creative capital.

We also discussed papers on the 21st Century Academic (which will relate to Performance and Development Planning and promotions), brand strategy, responses to the staff survey and the 2014 Budget.

We also discussed enrolments. The overall numbers of tertiary students softened last year and it looks like the pattern will continue in 2014. This caused some difficulties last year (even though we appear to have increased our "market share"). We need to ensure that over the next few weeks every student intending to study with us is enrolled and ready for the first Semester.

Overall a very useful session that set the scene for a busy year.

### **2.3 Playing to our strengths**

I am sometimes asked by staff why it is important for Massey to identify its areas of teaching and research strength. The broad answer is that universities these days are being asked to differentiate and identify what they want to be known for. In more practical terms, funders are demanding that universities collaborate. For this to happen we have to know where our strengths lie. The current discussion about who will participate in or lead the National Science Challenges illustrates why this is important. Universities have been involved in many meetings on the various challenges and it is clear that those who will gain the most are those who can demonstrate that they have strength in a specific area and that they can work with others. Most of the challenges are of relevance to Massey but we stand little chance of being funded unless we bring our best people together and seek to take a leadership role where appropriate.

### **2.4 Strategic themes**

I had an interesting catch up with Palmerston North Mayor Jono Naylor at the beginning of February. Massey has been encouraging the region to see itself as the centre of the New Zealand foodbowl. FoodHQ is a key focal point of this kind of thinking. It was encouraging to hear the Mayor say that he thought agriculture, food, agritech, agribusiness and indeed the whole food value chain were the main strengths of the region's economy.

This is certainly the view of Manawatū Mayor Margaret Kouvelis, who has been an energetic supporter of what Massey is seeking to achieve. A great deal of work will be going on in the agrifoodbusiness space this year.

If agrifoodbusiness is a key theme for our work in Manawatū, driving the Creative Capital idea is central in Wellington (supported by Mayor Celia Wade-Brown) and the Innovation Campus (supported by Mayor Len Brown) is central at Albany. Once again, by focusing on what makes Massey different we can make more impact.

Please refer to item 6.6 below for the Agri-food update.

Please also refer to the launch of Massey University Worldwide in item 7.3 Below.

## **3.0 Research and Scholarship**

### **3.1 2014 Bidding Rounds**

As the year starts, we have been busy with the development of applications to the 2014 Marsden Fund and the 2014 Ministry of Business, Innovation and Employment programme of work. We are focusing developing bids from researchers who have not yet tried to secure Marsden funding as well as assisting more experienced groups to refine their bids for success. We are also using the services of the new Commercial Business Development team to connect industry sponsors into our Ministry of Business, Innovation and Employment bid portfolio.

The National Science Challenges are demanding a lot of attention from all colleges as we align the research expertise of Massey with key challenge themes. We have been associated with High-Value Nutrition and Natural Hazards proposals for funding and are currently involved with Land and Water, the emerging health challenges [Better Start, Ageing Well and Healthier Lives] as well the group working to develop New Zealand's biological heritage (<http://www.msi.govt.nz/update-me/major-projects/national-science-challenges/>).

We are also in the middle of the 2014 bidding round for the New Zealand Centres of Research Excellence, with Massey leading four key bids (two rebids – Riddet, Allan Wilson Centre) and two new proposals (Design and PlantNZ) and co-leading with Otago University a proposal for a centre focusing on One Health.

Massey researchers are also contributing to more than twelve other bids for New Zealand Centres of Research Excellence, meaning involvement in 16 of the 27 submitted to the Royal Society.

Shortlisting took place in February, with site visits in March and final decision early April.

### 3.2 **Spin-outs**

We are excited at the prospect of two new spin-outs from the colleges (Lifeonics from Sciences and Massey University School Administration by Computer from the College of Humanities and Social Sciences) being launched in early 2014, along with a developing pipeline of students entrepreneurs in the College of Creative Arts being mentored to take their ideas around sustainable furniture production out to the commercial world.

### 3.3 **eSocSci**

The Ministry of Business Innovation Employment funding for eSocSci | Hui Rangahau Tahī has been renewed for 2014. eSocSci is hosted by Massey University and facilitates research for innovation in social and economic policy, social services delivery, the community sector and business.

### 3.4 **Library**

The Library project to integrate Symplectic Elements with DSpace to enable the public availability of research outputs has successfully completed the first phase. This means that a variety of publication types have been successfully deposited into DSpace via Elements. Workflow processes within DSpace to make the outputs ready for public consumption have been refined. Work is now progressing on the second phase, which is making the outputs publically available in Massey Research Online.

### 3.5 **Advancing Health**

College of Pro Vice-Chancellor Health Professor Paul McDonald negotiated to provide research and to co-sponsor the Southern Cross May 2014 Forum featuring 60 key government/industry/healthcare leaders addressing the need for new solutions in the world of health on May 9.

For other highlights please also refer to sections 5.0 Celebrating Excellence, 6.0 Connections and Responsibility and 8.0 Generating Income, below.

## 4.0 **Teaching and Learning**

4.1 With the start of the 2014 academic year, we have been focusing on:

- responding to the mostly positive cycle five draft institutional audit report from the NZQA visit, which occurred in late 2013. Preliminary feedback indicates an overall positive picture, with some areas that we can work on.
- launching the new procedures to record and utilise Statements of Academic Standing, which will assist in managing retention and progression;
- looking at ways of improving our approach to online assessment and remote proctoring, given the outcome of the recent pilots;
- reviewing our approach to the recommendation from the New Zealand government to develop 180 master's programmes for the international market;

- developing a clear narrative around the academic contribution to the Massey Worldwide portfolio to be launched in February 2014. Please refer to item 7.3 for further details;
  - and working towards a number of a subject audits (eg Veterinary Sciences) and external ranking assessments (eg QS), which will take place this year.
- 4.2 Summer School Exams are complete and the Semester One is now underway. Thanks to everyone who took part in Summer School. Orientation season is upon us.
- A warm welcome to all our new and returning student-athletes for 2014, who we look forward to supporting through the Massey University Academy of Sport programme.  
(<http://www.massey.ac.nz/massey/student-life/sport/academy-sport/?q=academy%20of%20sport>)
- 4.3 The College of Business has signed an agreement with The Warehouse, in which they will fund an endowed chair: The Sir Stephen Tindall Chair in Retail Management. This is the first endowed chair in the College of Business' history, and it is significant for that reason and also because the country's most prominent retailer has chosen to partner with the College of Business. Additionally, this sort of agreement is consistent with our strategic priorities: We are engaging with stakeholders and fostering an enterprising culture to achieve academic excellence and high-impact research – all of which enhance our reputation.
- 4.4 The Schools of Nursing at Massey University and the University of Auckland have entered into a collaborative agreement to establish an innovative model for nurse practitioner education. This proposal has been submitted to Health Workforce New Zealand for funding.
- 4.5 Teaching and Learning workshops were held in late November to address how improvements in teaching can be made in the Bachelor of Engineering programme. The second workshop, held on January 8, continued this work, with particular emphasis on how teaching improvements can enhance student retention for first-year Bachelor of Engineering students.
- 4.6 The Centre for Teaching and Learning held a teaching development workshop to specifically target first-year Engineering and Food Technology students. Thirty-five attendees across the Manawatū and Albany campuses took part. The aim is to increase student success by planning innovative, feedback-based teaching and assessment approaches that will kick-start the implementation of the Teaching and Learning Improvement Plan.
- 4.7 Self-help material on the Library website has been redeveloped to be more learner-centred. This included user-testing with students using Adobe Connect to record activities. This was very effective, and gained the positive attention of Adobe as an innovative use of their software. New software has been used to allow students to self-register (and cancel) classes and tours via the website.
- 4.8 Congratulations to Dr Terry Macpherson, School of Communication, Journalism and Marketing, who was presented with this year's Richard Buchanan Teaching Award. Dr Macpherson is a strong advocate for the use of online teaching resources and has been involved in pioneering various innovative Stream applications in his teaching of internal and distance learning students.
- 4.9 The Massey University-ASB Global Markets Internship to promote women in finance is well under way. Dr Amelia Pais-Rodriguez and Associate Professor Russell Gregory-Allen, School of Economics and Finance, submitted seven curriculum vitae of candidates (undergraduate and postgraduate students) to ASB. ASB staff are very impressed with the quality of our students and will interview five of them for up to four positions. (Please also refer to internships via Open Lab under item 8.8)
- 4.10 The Joint Centre for Disaster Research has completed one year of consolidation projects, in partnership with the School of Nursing, the School of Communications, Journalism and Marketing and Professional and Continuing Education. These projects included: scoping an alumni network; designing disaster nursing curricula; piloting professional development in crisis communications; and professional business management. The disaster nursing, crisis communications, and business management projects have been particularly successful.

## 5.0 Celebrating Excellence – Awards and Recognition

- 5.1 The Honorary Awards Committee of Council met in November to consider nominations. Given that this is Massey University's 50th Anniversary, the committee is very keen to ensure that people who have contributed throughout our history are recognised.
- 5.2 Everyone is encouraged to make nominations for the new awards for Service Excellence and for Health and Safety. Nominations may be for individuals or for a whole team. To make your nomination online go to <http://www.massey.ac.nz/massey/staffroom/national-shared-services/pod/pay-benefits-and-recognition/recognition-of-excellence/en/service-excellence-awards.cfm>. Nominations close February 14.
- 5.3 The College of Creative Arts finished off a very busy year with its annual Hall of Fame dinner in November. The best of Massey's creative talent was on show to a wide cross-section of people from the Wellington community. The Pro Vice-Chancellor College of Creative Arts, Professor Claire Robinson, and the many other staff, are to be congratulated on an impressive year.

The college inducted three remarkable alumni into the Massey University College of Creative Arts Hall of Fame – designer Mark Cleverley, costume and set designer Kate Hawley, and architect and former head of the Wellington School of Design, Bill Toomath. The Hall of Fame not only enables the college to celebrate its talented alumni, but also brings a broad section of the art and design community together, resulting in excellent relationship building.

Please also refer to item 6.7.12 for details on the Blow festival.

- 5.4 Congratulations to Professor Harald van Heerde, School of Communication, Journalism and Marketing, has been ranked as the 14th most productive marketing academic in the world in premier marketing journals in the past five years, according to the American Marketing Association. The "premier" journals are defined as the top four marketing journals (*Journal of Marketing, Journal of Marketing Research, Marketing Science and Journal of Consumer Research*). This is an outstanding achievement, particularly given there was no one else from the southern hemisphere in the top 50.
- 5.5 Congratulations to Professor Barry Scott, Professor of Molecular Genetics in the Institute of Fundamental Sciences, who has been awarded the Marsden Medal in recognition of a career ranging from seminal work on the nitrogen fixing (reported in *Nature* in 1979) to studies of the symbiosis between fungus and perennial ryegrass that is so important to New Zealand agriculture. The identification of the fungal endophyte genes and biochemical pathways responsible for the bioprotection that this symbiosis provides the grasses led to the development of field-tests that can identify the potential of different endophyte strains. In both the practice of and service to science, nationally and internationally, Professor Scott has made over time the outstanding contributions that fully merit the award of the Marsden Medal. Please refer to Appendix V for further details.
- 5.6 The accolades keep coming for Distinguished Professor Paul Moughan, co-director of the Riddet Institute. In June he will be receiving an Honorary Doctorate from the University of Guelph, Canada, in recognition of his contribution to science that is helping malnourished children in the developing world. Please refer to Appendix VI for further details.

### 5.7 Congratulations to our staff, students and alumni whose expertise and excellence has been recognised in the following ways:

- 5.7.1 Albany Lecturer of the Year 2013  
Congratulations to Associate Professor Chris Scogings, Institute of Natural and Mathematical Sciences, who, for the second year in a row, received the top Albany Lecturer of the Year award. Please refer to Appendix VII for other winners.
- 5.7.2 I advised in my last report that a team of School of Engineering and Advanced Technology students had won the top award in the 2013 Engineers Without Borders New Zealand

University Challenge for first-year university students. The winning team went on to represent New Zealand at the Engineers Without Borders New Zealand University Challenge Australian finals in Melbourne in December. Although not successful in winning the competition, the judges highly commended our team for its creativity, basis in engineering principles and relevance to context.

- 5.7.3 As part of the professorial promotions process, all new professors are being asked to give an inaugural address.
- Professor Claire McLachlan spoke on Children's Learning and development last Wednesday – copies of her address are available from Marti Robinson ([M.P.Robinson@massey.ac.nz](mailto:M.P.Robinson@massey.ac.nz)). Education is set to be a major election issue this year because New Zealand is falling in international rankings at all levels. Professor McLachlan is well placed to ensure this debate is informed by evidence.
  - Professor of Material Culture Tony Whincup presented his Inaugural Professorial Lecture *KIRIBATI* focusing on change that arises from the active adoption and integration of new materials and technology and unwanted, but irresistible, effects of changes in climate. The lecture was illustrated with photographs and sound recordings made by Professor Whincup in the tiny atolls of Kiribati over a period spanning 30 years.
- 5.7.4 Dr Tony Carusi, Institute of Education, was recently appointed to the editorial board of *Educational Studies* (Taylor & Francis), which is the official journal of the American Educational Studies Association.
- 5.7.5 Associate Professor Marjan van den Belt, Ecological Economics Research Centre NZ, has been confirmed lead author of chapter three *Ecosystem Services of Oceans* of the United Nations 1st World Oceans Assessment.
- 5.7.6 Professor Kerry Chamberlain and Associate Professor Antonia Lyons, School of Psychology, will act as series editors for an important new series of health texts "Critical Approaches to Health" by major United Kingdom publisher, Routledge. The international series will take a wide-ranging approach to health, involving issues such as gender and health, obesity, medicalisation, palliative care, the use of health technologies, and the health issues of migrant and other marginalised groups.
- 5.7.7 Dr Jill Wilkinson, School of Nursing, has been appointed as a member to the Medication Safety Expert Advisory Group. This is really useful for the School of Nursing as it is clear that nurses are going to be increasingly prescribing at various levels and to have a staff member involved in this high-level committee will provide us with information that will be directly relevant to how we incorporate these changes into our programmes.
- 5.7.8 Associate Professor Jill Bevan-Brown (Ngāti Raukawa, Ngāti Wehiwehi, Ngāti Awa, Ngāi Te Rangi), Institute of Education, is the 2013 recipient of the Te Tohu Pae Tawhiti Award from the New Zealand Association for Research in Education. This is the association's senior award for Māori researchers who have made a contribution to education research that is both outstanding and long-standing. Dr Bevan-Brown received the award for her work in helping indigenous children with special needs succeed in the education system.
- 5.7.9 Dr John Ross, School of English and Media Studies, Honorary Research Fellow, has had his substantial scholarly book, *Samuel Palmer of London, Printer (1717-1732)* fully accepted for publication by the Oxford Bibliographical Society.
- 5.7.10 Dr Robyn Andrews, School of People, Environment and Planning, has had her book, entitled *Christmas in Calcutta: Anglo-Indian Stories and Essays*, published (by Sage).
- 5.7.11 Associate Professor Kerry Taylor, Head of the School of Humanities, was invited to join the editorial board of the New Zealand Journal of History.
- 5.7.12 Associate Professor Rozanne Kruger, Institute of Food, Nutrition and Human Health, has been appointed as the Dietitians New Zealand representative on the Dietitians Association of Australia - Practice-based Evidence in Nutrition Advisory Committee. The role of the advisory

committee will be to provide strategic guidance to the board and the advisory committee global team regarding the enhancement, promotion and evaluation of practice-based evidence in nutrition locally and internationally.

- 5.7.13 Dr Pam von Hurst, Institute of Food, Nutrition and Human Health, has been invited to join the Ministry of Health Technical Advisory Group for the updating of the national dietary guidelines. This is a two-year appointment.
- 5.7.14 Fourteen Massey University typography students have become members of the International Society of Typographic Designers, with three students achieving merits. Eighteen assessors including Annette O'Sullivan, School of Design, were invited to be part of the assessment panel. The assessment is regarded internationally as one of the most rigorous typographic assessments in the world.
- 5.7.15 Spatial Design Student Jono Go was a winner of the 2013 *Artichoke* magazine prize for design communication.
- 5.7.16 Professor Marti Anderson, New Zealand Institute for Advanced Study, has been elected a Fellow of the Royal Society of New Zealand.
- 5.7.17 At the Journalism Education Association New Zealand conference held in Auckland at AUT, November 27-29, a new journalism textbook was launched. Edited by Dr Grant Hannis, School of Communication, Journalism and Marketing, it is titled *Intro – A beginner's guide to journalism in 21st century Aotearoa/New Zealand*. It is set to be the new standard textbook for New Zealand's journalism schools: Contributors to the book include many leading journalism educators and journalists, including Massey academics from the school – Dr Grant Hannis, Dr James Hollings, Dr Cathy Strong, Alan Samson, Associate Professor Margie Comrie and Associate Professor Jim Tully.
- 5.7.18 Associate Professor Margie Comrie, School of Communication, Journalism and Marketing, , Dr Elspeth Tilley, School of English and Media Studies, Dr Bronwyn Watson and Dr Niki Murray, School of Communication, Journalism and Marketing, are the authors of a chapter about childhood immunisation communication published last year in the book *Medical Communication in Clinical Contexts*. The book has just received the 2012 Distinguished Edited Book Award from the Applied Communication Division of the (United States) National Communication Association.
- 5.7.19 Associate Professor Valentyna Melnyk, School of Communication, Journalism and Marketing, received the Best Paper in Conference award for her paper *The Temperature Crossover in Advertising*, which was also the best paper in the Marketing Communication and Promotion Track at the Australian and New Zealand Marketing Academy Conference 2013.
- Also at the conference, Dr Emma Dresler-Hawke, School of Communication, Journalism and Marketing, won the best poster for "RTDs as youth drinks", ably interpreted by PhD student Roman Konopka, based on both poster design and content.
- 5.7.20 Dr Jeff Stangl, School of Economics and Finance, has been elected vice-president of the Chartered Financial Analysts Society New Zealand for a two-year term.
- 5.7.21 Arthur Chin, international director, has been appointed to the executive committee of the New Zealand China Trade Association.
- 5.7.22 A play by Bachelor of Arts student Kate Davis, *Between the Cracks*, won the Bitsa Playwriting and Performance competition and will be performed early this year.
- 5.7.23 Andrew Vialoux, Bachelor of Aviation student, was awarded the Massey University School of Aviation: Outstanding Student Award; Academic Award; Aviation Systems Award; and, Navigation Award last year.
- 5.7.24 *Classifynder*, invented by a team of students and experts led by Professor Bob Hodgson, School of Engineering and Advanced Technology, was named the supreme winner of the

- 2013 New Zealand Engineering Excellence Awards, which showcase the country's leading-edge technology and engineering designs. The Classifynder, a three-dimensional desktop microscope that was first scoffed at for being "unoriginal and unmarketable", combines robotics and image processing technology to locate and classify pollen collected on everyday items, like shoes and clothing. It finds all of the pollen grains on a slide, takes a series of images of each grain at different focal lengths and uses this information for fast-tracked pollen classification. As well as saving time spent at the eye piece of a microscope, the invention also has potential to classify water-borne diseases, such as facial eczema, potato blight, parasitic worm eggs and giardia.
- 5.7.25 Professor Doug Armstrong and the Hihī Recovery Group Team, Institute of Agriculture and Environment, won the prestigious Wildlife Management Practitioner Award last year.
- 5.7.26 Anjhe Mules, Diploma in Fashion Design and Technology graduate, had her futuristic sportswear designs chosen to feature in the latest instalment of *The Hunger Games* movie franchise.
- 5.7.27 Dr Marianne Tremaine, School of Communication, Journalism and Marketing, has taken up a Visiting Fellow's position at Salisbury University, Maryland, United States. She will be teaching in the area of gender and communication in organisations, as well as delivering seminars and consolidating research and teaching collaborations.
- 5.7.28 Dr Simona Fabrizi, School of Economics and Finance, has been offered the status of Research Fellow at the University of New South Wales School of Economics, from July 1 until February 1, and will proceed on sabbatical to coincide with that period.
- 5.7.29 Dr Brendan Moyle, School of Economics and Finance, has been invited to be on the editorial board of The Ecological Society of America and the Ecological Society of China, which are launching a new journal, *Ecosystem Health and Sustainability*.
- 5.7.30 Dr Tony Carusi, Institute of Education, was appointed to the editorial board of *Educational Studies* (Taylor and Francis), which is the official journal of the American Educational Studies Association. The Association was established in 1968 as an international learned society for students, teachers, research scholars, and administrators who are interested in the foundations of education. The association is a society primarily comprised of college and university professors who teach and research in the field of education utilising one or more of the liberal arts disciplines of philosophy, history, politics, sociology, anthropology, or economics as well as comparative/international and cultural studies.  
<http://educationalstudies.org/>
- 5.7.31 Associate Professor Gabriel Eweje, School of Management, has been appointed associate editor of *Business Ethics – A European Review*.
- 5.7.32 Professor Shiv Ganesh, School of Communication, Journalism and Marketing, has received a Significant Service Award from the National Communication Association for his editorship of the *Journal of International and Intercultural Communication*.
- 5.7.33 Professor Fawzi Laswad, School of Accountancy, has been appointed chair of the Education Board of New Zealand Institute of Chartered Accountants and Institute of Chartered Accountants in Australia.
- 5.7.34 Dr Margaret Forster and Dr Nathan Matthews, School of Māori Art, Knowledge, and Education, and Professor John O'Neill, Institute of Education, were awarded a Ngā Pae o Te Māramatanga summer internship 2013-2014 for the research project Ngā Ara Ako: Māori children's informal teaching and learning in everyday activities over the summer holidays. The successful applicant is Sarika Rona, who is enrolled in a Master of Educational Psychology thesis for 2014. The project forms part of a larger study of everyday teaching and learning.
- 5.7.35 College of Business PhD candidate Jason Mika has had his first book published. *A brief history of the Tūhoe Fisheries Charitable Trust* was published by the trust and released at its annual general meeting in December.

- 5.7.36 Mr Mika has also written a book chapter titled *The role of elders in indigenous economic development: The case of kaumātua in Māori enterprises of Aotearoa New Zealand* in December 2013. The chapter is part of a book called *Indigenous Peoples and Economic Development: An International Perspective*, which is to be published by Gower Publishing in September.
- 5.7.37 Professor Stephen Legg, Occupational Safety and Health, Kim Martin, and Craig Brown's paper: *Designing for sustainability: Ergonomics – carpe diem*, has received an Editors' nomination for best paper published in the journal *Ergonomics* in 2013. The journal is the top rated international journal in human factors and ergonomics and their paper is one of only eight shortlisted for the Liberty Mutual Insurance Company-sponsored award.
- 5.7.38 Professor Stephen Legg, Occupational Safety and Health, has been invited to join the editorial board of the Journal of Ergonomics.
- 5.7.39 Dr Jean Gilmour, School of Nursing, has been appointed to the Alzheimers New Zealand Board, which is the national body responsible for the strategic development of the organization.
- 5.7.40 A book by Distinguished Professor Anne Noble (School of Art), *The Last Road* was published by Clouds, 2014, US distribution through RAM Publications. A book chapter about this recent work, Noble, A. (2013), *Bitch in Slippers*, is included in, Hedberg, H & Knape, G. (eds) *Broken: Environmental Photography*, Hassleblad Foundation / University of Gothenberg Press, 2014.
- 5.7.41 Professor Fawzi Laswad and Dr Lin Mei Tan, School of Accountancy, wrote a chapter about the choice of accounting as a study discipline for *The Routledge Companion to Accounting Education*, edited by Richard Wilson.
- 5.7.42 Professor Cynthia White, School of Humanities, has been appointed to the Editorial Advisory Board of *TESOL Quarterly*, published by Wiley-Blackwell.
- 5.7.43 Chrissy Lepper, Centre for Educational Development, has been awarded the Margaret M Blackwell Travel Fellowship 2014. The prestigious award is administered by the New Zealand Council for Educational Research on behalf of the trust. She will travel to Canada and Washington State in the first half of 2014, undertaking a study to examine key principles for establishing communities of practice in linguistically and culturally diverse early childhood settings.
- 5.7.44 Associate-Professor Huia Jahnke and Dr Spencer Lilley, School of Māori Art, Knowledge, and Education, are co-editors with Associate Professor Dawn Zinga (Brock University) and Dr Sandra Styres (University of Toronto) of *Contested Places: Theory, Practice, and New Directions In Indigenous Education*, which has contributed chapters from indigenous educators from New Zealand, Canada and the United States.
- 5.7.45 College of Humanities and Social Sciences Pro Vice-Chancellor Distinguished Professor Paul Spoonley has been appointed to the selection committee for next year's Fulbright United States Scholars.
- 5.7.46 Professor Mandy Morgan, School of Psychology, has been appointed to the New Zealand Psychologists Board's Accreditation Committee.
- 5.7.47 Dr Ingrid Horrocks, School of English and Media Studies, has been offered a non-stipendiary residency at the Stout Research Centre for New Zealand Studies at Victoria University from January 20 to April 30. The Stout is one of the leading centres for New Zealand Studies and this is a prestigious appointment. This opportunity will give her the opportunity to research, write, and shape the direction of her work in the company of influential scholars in the field. She will deliver a paper in the Stout's Public Seminar Series and be interviewed by Martin Edmond in Sydney.

5.7.48 College of Sciences Pro Vice-Chancellor Professor Robert Anderson was appointed chairman of the Core Access Database Panel by the Minister of Primary Industries. The Dairy Core Database is a database of pedigree and performance of more than 20 million dairy animals that is subject to government regulations. The purpose of the data held in the database is “to facilitate herd performance recording and enable research and animal evaluation of the genetic productive potential of the national herd and its members, for the benefit of New Zealand dairy farmers”.

5.7.49 The New Zealand Winter Olympic Team competing at Sochi included the following Massey students:

- Rebecca Sinclair, Bachelor of Science, snowboard halfpipe.
- Shelly Gotlieb, Bachelor of Communication, snowboard slopestyle.
- Janina Kuzma, Bachelor of Communication, freeski halfpipe

While Ms Sinclair and Ms Gotlieb did not progress to the finals, Ms Kuzma finished fifth overall in the freeski halfpipe.

Please also refer to sections 6.0 Connections and Responsibility, and 8.0 Generating Income for further examples external recognition of Massey expertise.

## 6.0 Connections and Responsibility

6.1 The examples, below, show the value of focus and working with partners on projects of mutual benefit. There are many more examples to be found throughout the University. As they develop they ensure Massey is building a distinct reputation for outstanding work in areas relevant to the 21st century.

Interesting new projects include:

- Distinguished Professor Anne Noble’s new work on bees (as a proxy for climate change), which has received the support of the Fulbright Foundation.
- The engagement of Massey staff with the Digital Futures Forum in the Manawatū and wider ultra-fast broadband agenda in New Zealand.
- The launch of a new Masters of Environmental Management, with support from the Ministry of Foreign Affairs and Trade and NZAid, which will see Massey contributing to human capital development in Malawi.

### 6.2 Regional Engagement

Throughout last year Massey staff continued building our relationships with Taranaki, Hawke’s Bay, Marlborough/Nelson and Northland. The Taranaki region held an event in November titled *Agriculture: Not Just gumboots*. This provided Massey an opportunity to promote our focus on the food value chain. There was a good deal of interest in taking the discussion further. Thanks to all of the Massey staff involved – in particular Eve Kawana-Brown, the Business Development Manager in Taranaki.

### 6.3 Innovation update

6.3.1 The old brasserie space on the Albany campus has been designated to be an Innovation Centre. A concept plan was presented by the architects in December; the architects received feedback and Assistant Vice-Chancellor Research, Academic and Enterprise Professor Brigid Heywood, and College of Business Pro Vice-Chancellor Professor Ted Zorn agreed to write a brief paper addressing issues that need to be discussed before finalising plans.

6.3.2 The final Innovation Lecture of 2013 was held November 27 on the Albany campus. The speaker was alumna and serial entrepreneur Linda Jenkinson and her talk, entitled *An Entrepreneur’s Search*, focused on her search for how to make a difference in the world by applying business concepts to what has typically been left to charity - by working side by side with women to empower and bring about change in West Africa. Ms Jenkinson also gave the opening address for the Social Innovation and Entrepreneurship conference held in late November at Albany.

- 6.3.3 The e-Centre held a stakeholder function November 21, entitled *Success stories from the cloud*.
- 6.3.4 Professor Paul Watters, Information Technology chair within the School of Engineering and Advanced Technology, took up his role in December and will lead the initiative to partner with Auckland Tourism, Events and Economic Development and Callaghan Innovation to launch an ICT Hub based at the Albany campus.
- 6.3.5 **Strategic Innovations Fund 2014**  
The Strategic Innovations Fund is operating in 2014 and now is the time to be thinking about an application. The SIF-Enabling Excellence platform (one-off initiatives of up to \$30,000) and SIF-Responsibility platform (up to \$100,000 to provide solutions to major issues confronting New Zealand and the world) remain in place and a new element will be available this year, the SIF-Entrepreneurial Partnerships platform, that will cater for strategically-linked initiatives/activities/projects that have matching external partner funding (up to \$100,000).

All SIF-platforms are open for applications to be lodged by March 28. Further information and application templates are available at <http://www.massey.ac.nz/massey/staffroom/innovation/sif-fund.cfm>

#### 6.4 Māori, Pasifika and New Migrants update

- 6.4.1 Massey University won the tertiary education section of the Māori Language Awards in November. Mark Steelsmith, Communications, Journalism and Marketing, was involved in the development of Massey's new award-winning iPhone App *Te Puna Hihiko*. The project was led by Jacob Tapiata from the Māori directorate. The app was developed to help new staff members get to grips with Māori language, culture and customs and helped Massey University to another win at this year's Māori Language Awards
- 6.4.2 The Te Rau Whakaara team have actively initiated a broad range of student recruitment and retention initiatives. Teaching staff have also been engaged to provide advice on how to best promote their programmes. The team held in-school presentations and on-campus events with 27 schools and approximately 400 Māori students. An exciting opportunity with the Correspondence School is being explored and planned for 2014.
- 6.4.3 On November 21, the Albany Food Division hosted 20 students as part of the annual Science for Hauora initiative by the Office of the Assistant Vice-Chancellor Māori and Pasifika for Māori year 10 students from a selection of schools in the Auckland/Northern regions. The students completed a modified protocol of the effect of pineapple/enzymes on a gelatine/protein structure. The overall word from the feedback was "awesome".
- 6.4.4 A symposium entitled *Ara Mai He Tetekura – Visioning our Futures* was held in Wellington on November 29. The one-day event targeted new and emerging Māori academics focused on new pathways of Māori academic leadership. Speakers were drawn from all eight New Zealand universities, with Sir Tipene O'Regan delivering the keynote address to the 100 participants.

Book launches were also held after the symposium, with three publications launched as part of the MANU AO Legacy projects. The first book, entitled *Ara mai he tetekura*, was developed as part of a leadership course that MANU AO held during its tenure. The second book, *He Kōrero Anamata – Future Challenges for Māori*, edited by Malcolm Mulholland and Dr Selwyn Kātene, are written transcripts of the weekly seminar series that was delivered to the eight universities, and the third book, *Spirit of Māori Leadership*, was written by Dr Selwyn Kātene.

- 6.4.5 With the purpose of continuing to maintain a positive presence within a range of communities the Office of the Assistant Vice-Chancellor Māori and Pasifika has actively participated in various events and meetings with stakeholders and communities over the reporting period, including the following examples: Fifth National Kaumātua Service Providers Conference; Highbury Whānau Ora Day and celebration of the 10-year Highbury Scholarship Programme; Taranaki Tū Mai Festival; Te Papa; Tū Mai Magazine; Ko Whitirau Dance Group; Dr Cliff Whiting (Artist); The Kupenga Hao Group (Book launch); Rangitāne Settlement Trust;

Statistics NZ IT Group; Rarawa taitamariki noho taiao for secondary school pupils in the Hokianga; Ngāpuhi Festival, Kaikohe (approximately 40,000 in attendance); Participated in the Te Aho Tātaiarangi/Māori Immersion degree five-day programme; Kia Ora Hauora central regional meeting of Māori managers of six district health boards, Hastings; Ambassador to the Kingdom of the Netherlands; United Church of Tonga in Mangere, Auckland; the new Director of Pacific Development at the University of Otago, Dr Tasileta Teevale; continued to contact prospective students and to assist them with their enrolments.

6.4.6 A number of significant research-related activities were undertaken by the Māori directorate staff over the reporting period, including:

- Once again appointed to the *International Research Advisory Panel* for the Māori CoRE (Ngā Pae o te Maramatanga). The five-member panel met in November and was made-up of academics and researchers from Australia, Finland, and the United States.
- Appointed to the *Ngā Pae Annual Grant Assessment Committee* and involved in the selection and distribution of research funding to Māori tertiary and community organisations.
- Participation as expert reviewers in the final *Health Research Council* funding round.
- Selection and inclusion as Investigators in the latest Ngā Pae o te Maramatanga Centre of Research Excellence rebid.
- Assisted with shaping the Vision Mātauranga sections to two other Centres of Research Excellence – one new bid and one re-bid.
- The second phase of the Gravidia (Centre of Research Excellence) *Child Nutrition Study* was implemented in November – the Office of the Assistant Vice-Chancellor Māori and Pasifika is leading the Māori component of this study. We have also been notified that Māori Television wishes to profile the research and the research outcomes.
- A Keynote Address on the *Ngā Puawaitanga o te Whānau Research Study* (led by members of the office). The invited presentation was well received and later referred to within Whānau Ora Minister Tariana Turia's speech for its innovation and potential to significantly "inform Whānau Ora and strategies for Māori development".
- Building on our experience in outcomes measurement, we were also approached in late January to assist with the design of an outcome measurement tool for the tertiary sector and in particular, measures that are better able to resonate with the Māori population. These conversations are ongoing, with an outcome expected in March.

6.4.7 Dr Malakai Koloamatangi, Director Pasifika, has been involved in several research projects that will have important long-term implications for Pasifika students and communities:

- writing, in collaboration with other scholars, and publication of a *History of the United Church of Tonga*, which was the first church to be established by the Tongan diaspora.
- the Whitireia Polytechnic-driven project titled *Articulating and implementing a pedagogy of success for Pacific students in tertiary education*. This is a collaborative initiative between Massey, Whitireia, Unitec and Weltec.

6.4.8 New Migrants

Please refer to item 9.1 below for information on the appointment of the Director of New Migrants.

## 6.5 Sustainability Update

6.5.1 I began some discussions with key staff about the position of sustainability within the University at the beginning of February. There are a large number of staff teaching or researching in areas relevant to sustainability. A Strategic Innovations Fund grant was given to the Living Labs initiative and this has led to good work being undertaken in a number of areas.

But we have yet to really establish what it is that Massey University wants to claim as its area of specialisation within sustainability. Perhaps, because we do so much, it is hard to identify what we do in particular.

A network of staff was established some time ago and I am exploring ways that this might provide the basis of a discussion about our specific areas of capability and capacity. In the meantime I am aware that there is a good deal of discussion taking place between key staff. An attempt will be made to coordinate these discussions in the near future.

6.5.2 Work in this area continues across the University. Highlights of initiatives coordinated through the Massey University Steering Group on Sustainability and the Challenging Sustainability project include:

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## 6.6 Agri-food update

6.6.1 The work of the director of Agri-Food Business and executive director of Te Puna Whakatipu, Professor Claire Massey, is focused on implementing the Massey agrifood business strategy (launched December 2012). This means supporting the University's core business in relation to agrifood business (eg teaching programmes) as well as identifying new strategic projects where there is the potential for the University to earn revenue and/or demonstrate thought leadership in the agrifood space.

Specific activities over the reporting period include:

- Hosting of visitors:  
Together with the Riddet Institute, Massey hosted the Israeli Ambassador, Mr Josef Livne in November. Mr Livne is interested in exploring potential collaborations with Israeli science institutions – with a likely focus on aquaculture.
- Projects with key clients:  
Of note is the dairy futures project with NZX, which is progressing well and the multiple projects we are developing with Fonterra. The three main areas of focus are staff capability development, food safety and developing a programme of initiatives in order to support Fonterra's corporate social responsibility objectives.
- Activities in the five areas of the agrifood strategy:  
Continued to support University initiatives in a number of key areas (eg the Global Food Safety Programme, the FoodPilot) and/or initiatives started in previous period (eg the projects with firms in Hawke's Bay, Marlborough and Taranaki).
- Bids for new work:  
We were appointed to the Ministry of Foreign Affairs and Trade's newly-established Agricultural Services Panel in December. In this past period the focus has turned to developing protocols for dealing with our identified partners and working with these partners to evaluate the opportunities currently on offer.
- Professor Claire Massey, Professor Kambiz Maani and Dr Andrew Murphy, College of Business, are hosting an Agrifood Leaders Forum at the Manawatū campus on March 5.
- Formal announcement of Te Puna Whakatipu – Transforming Agrifood Business:  
Massey University is the leading New Zealand university in the areas of agriculture and food. Over recent years there have been a number of developments that reflect this leadership role. Another step forward is the formation of Te Puna Whakatipu: Transforming Agri-Food-Business. This is the result of collaboration between the Colleges of Sciences and Business.

Te Puna is a new university entity designed to improve the level of coordination of existing agrifood initiatives, which also signals a new approach to operating in this key sector using the skills of the three principals: Professor Claire Massey, Professor Hamish Gow and Mr Ward. Te Puna will focus on three key areas; developing regions (led by Mr Ward), developing leaders within firms (led by Professor Gow) and developing firms (led by Professor Massey).

6.6.2 Professor Julian Heyes, Institute of Food, Nutrition and Human Health, is one of five Massey professors nominated to serve on the Ministry of Foreign Affairs and Trade's Agriculture Panel. If we are successful, we will have an influence on (and opportunity to tender for) allocation of development aid primarily in the Pacific but also Latin America, South East Asia and Africa, for next two to four years.

## 6.7 Examples of other connections, relationships, contributions and impacts:

6.7.1 Sport Wellington and Massey University signed a memorandum of understanding in November. Sport Wellington also launched its new promotional material, which had been designed by five Massey Design students - Gary Bird, Courtney Field, Tim Christensen, Lexy McCardle and Tom Bellamy.

- 6.7.2 The Education Council of Aotearoa New Zealand Transition Committee (of which I am a member) began its work late last year. The council will have direct relevance to the world of Massey University. Anyone wanting to follow its activities can use:  
<http://www.minedu.govt.nz/theMinistry/EducationInitiatives/ANewEducationProfessionalBody/EDUCANZ.aspx>
- 6.7.3 Prepared by Distinguished Professor Paul Spoonley, Pro Vice-Chancellor, Dr Trudie Cain, College of Humanities and Social Sciences, *et al*, the literature review on Immigrant Entrepreneurship and Tax Compliance has been published and put on Inland Revenue's website: <http://www.ird.govt.nz/aboutir/reports/research/lit-review/lit-review-index.html>
- 6.7.4 On November 30, the College of Humanities and Social Sciences, along with the Embassy of Argentina and the Palmerston North City Library, hosted a world-class tango event with musicians from the New Zealand Symphony Orchestra to raise funds for the Philippines. With an attendance of more than 200, the funds were presented to the Red Cross by Argentinean Ambassador Fernando Escalona and I.
- 6.7.5 Associate Professor Lisa Emerson, School of English and Media Studies, gave four invited lectures at three universities as part of the Fulbright Senior Scholarship last year:  
a) Northeastern University: *The lost tribe: A perspective on the attitudes, beliefs and experiences of senior scientists as writers*. November 19;  
b) MIT: *We have to communicate the beauty and the passion: Physicists and mathematicians as writers*. October 8;  
c) University of Vermont: *Senior scientists as writer: Activities and development*. October 29; and  
d) *Mentoring the emerging scientists: Lessons from the literature*. November 15.
- 6.7.6 Professor Julian Heyes, Institute of Food, Nutrition and Human Health, advised on bare-rooted tree storage and shipping to the United States and European Union at Stepping Stones Nursery, New Plymouth; spent two days in Auckland as a part of Massey University's sponsorship for Young Horticulturist of the Year awards; talking to Executive of the NZ Feijoa Growers' Association about potential to develop grading for automated assessment of fruit maturity; and sea freight development in Pukekohe and attended the Volunteer Service Abroad annual congress talking about opportunity to partner with Massey in delivering support to Vanuatu in Wellington.
- 6.7.7 In support of the Universities of the Third Age in the central region. Three staff from the Institute of Food, Nutrition and Human Health travelled to Whanganui during the period to deliver lectures to the outreach group:
- November 1, audience of 30, Dr Tuoc Trinh – *What is food engineering*
  - November 11, audience of 30, Professor Steve Flint - *Clostridium botulinum* - old enemy, new threat
  - November 29, audience of 30, Associate Professor Roger Purchas – *Meat from stem cells*
- 6.7.8 Dr Stuart McLaren, Institute of Food, Nutrition and Human Health, was on the selection panel for Bayerboost Prime Minister's scholarship for year 13 and undergraduate students conducted by the Royal Society of New Zealand Talented programme.
- 6.7.9 Dr Nick Kim, Institute of Food, Nutrition and Human Health, participated in the Environmental Health Indicators Technical Advisory Group meeting, in support of the Programme for Monitoring New Zealand's Environmental Health, Centre for Public Health Research, November 21.
- 6.7.10 Late last year the Sleep/Wake Centre featured in a series of three primetime stories on sleep on TVNZ's national Seven Sharp programme.
- 6.7.11 Associate Professor Bronwyn Labrum, School of Design, served on the annual Awards in History panel for the Ministry for Culture and Heritage, which disburses \$130,000 in funding for projects of national significance and grants to publishers for the production of significant works of history.

- 6.7.12 BLOW 2013 seventh annual Creative Arts Festival  
The BLOW Creative Arts Festival proudly showcased the work of 380 fine art and design degree graduates in Wellington and Auckland as part of *Exposure 2013*.
- The festival included Launch Massey Graduate Fashion Weekend; Pasifika Residency exhibition presenting works by the last year's Pasifika Resident Fellows, Shigeyuki Kihara and the collective Tapou Tatau; Iwi Creativity poster exhibition celebrating Māori student work across all disciplines in the College of Creative Arts; public lecture series including Karl Wixon Designing Māori Futures and Māori Futures in Design; StrangeBaroqueEcologies Symposium; New Zealand School of Music - Music Therapy Conference; New Zealand School of Music final recitals and performances/engineering by postgraduate students from the Sonic Arts programme at Te Kōi New Zealand School of Music; Fuse Digital Media Screenings; and New Zealand School of Dance graduation season 2013.
- This was the seventh and final BLOW for Events and Festival Director Drew Naika, who has been instrumental in growing the event. Please also refer to item 5.3 above for details on the College of Creative Arts Hall of Fame.
- 6.7.13 Wool Expo, a partnership between Campaign for Wool, PPG Wrightson and the College of Creative Arts, continued in November, with events in Waipukurau, Dannevirke and Masterton. The expo was staffed by textile design students, whose work was also on display.
- 6.7.14 Distinguished Professor Anne Noble, School of Art, was invited to join a group of artists and scientists to advise the director of the Christchurch Ice Festival on the development of an international art/science symposium related to climate change and the ice.
- 6.7.15 The first event of the *Big Issues in Business* series was held on the Wellington campus on November 19. It featured Professor Malcolm Wright, College of Business, and College of Business Advisory Board member Andrew Holt, managing director of Clemenger BBDO. The topic was *What entrepreneurs need to know about building a brand*, which was well received by a room full of entrepreneurs with start-up companies. Several events will be planned this year that cover off big issues in business and that align with the strategic priorities.
- 6.7.16 The fifth Auckland Startup Weekend was won by a team that aims to take the hassle out of growing your own food. Held at the Albany campus during Global Entrepreneurship Week, the event was the 18th Startup Weekend to be held in New Zealand, and 80 would-be entrepreneurs pitched 34 ideas and formed 11 teams.
- 6.7.17 Dr Andy Asquith has been invited to participate in a roundtable discussion about low voter turnout at the New Zealand Political Science Conference, which is being held at the University of Canterbury.
- 6.7.18 The AKE Hub (Auckland Knowledge Exchange) has been contracted by KPMG for the third year running to produce forecasts for the Financial Institutions Performance Survey (FIPS), KPMG's annual study of financial performance across the New Zealand banking and finance industry. The project is managed by Professor Christoph Schumacher, School of Economics and Finance.
- 6.7.19 More than 70 local entrepreneurs and business people gathered at the ecentre's cloud computing workshops to hear a range of experts share their insights. Speakers at the event included Mega's Vikram Kumar, Associate Professor David Parsons from Massey and Deloitte tax partner Darren Johnson. One of the highlights was the evening panel discussion, which featured three of New Zealand's most successful cloud-based companies – Entrepreneur of the Year, Rod Drury of Xero, VEnd HQ CEO Vaughan Rowsell, and Greg Murphy founder of Unleashed Software.
- 6.7.20 Approximately 100 business studies, accountancy and economics teachers from the New Zealand Commerce and Education Teachers Association and the North Shore Commerce Cluster held their annual get-together on the Albany campus on December 4. The group has greatly expanded, with teachers from as far afield as Dargaville and Tauranga attending the event. The focus of discussions was internal and external marking and College of Business Pro Vice-Chancellor Professor Ted Zorn opened the event and gave a presentation on the

future of business education. Dr Loren Stangl, School of Communication, Journalism and Marketing, presented a proposal for a business-oriented event for secondary school students. The annual meeting was a great way to showcase the Albany campus and introduce teachers to what the college can offer students. Dr Jeff Stangl's, School of Economics and Finance, ongoing work with the association led to the event being held at Massey.

- 6.7.21 On November 26, a group of more than 50 careers advisers and science teachers from 14 Wellington secondary schools made a visit to the region. The group visited a top level cropping and sheep and beef farm in the Manawatū, and then came to Massey University to look at food technology and the food industry. While at the Institute of Food, Nutrition and Human Health, the group had a tour of the Pilot Plant and discussed career prospects not only within the dairy industry, but agribusiness and other agriculture-related career paths. The Ministry for Primary Industries hosted the group at Parliament at the end of their day in the field.
- 6.7.22 Dr Simona Fabrizi, School of Economics and Finance, successfully ran the first Applied and Theoretical Economics Symposium on *Competition Policy Issues: Theory Meets Practice* at the Albany campus in December. More than 40 delegates participated in the symposium, including most of the energy companies within New Zealand. There were 18 speakers, including policymakers from the New Zealand Commerce Commission, New Zealand Electricity Authority and Japan's Fair Trade Commission and institutions such as Stanford University, University of California at Berkeley Michigan State University.
- 6.7.23 Associate Professor Robin Peace, School of People, Environment and Planning, and Professor David Johnston, Centre for Disaster Research, participated in a Ministry of Business Innovation Employment mediated discussion initiated and led by eSocSci with the United States National Science Foundation on areas of potential common research interests – identifying disaster risk and resilience and indigenous methodologies as key areas.
- 6.7.24 Associate Professor Dennis Viehland, School of Management, is chair of Professors and Heads of Information Systems in New Zealand, and represented this group at the annual general meeting of the Australian Council of Professors and Heads of Information Systems in Melbourne on December 5, which led to the signing of a memorandum of understanding between the two organisations.
- 6.7.25 Dr Catherine Cook, School of Nursing, is a member of a Sexually Transmitted Infections Education Foundation sub-committee revising viral STI websites. The revision has been completed ([www.hpv.org.nz](http://www.hpv.org.nz)) and Dr Cook is now working on the second website [www.hsv.org.nz](http://www.hsv.org.nz). Dr Cook is long standing member of this organisation.
- 6.7.26 Massey University has been appointed as part of the Ministry of Foreign Affairs and Trade agriculture panel. Five professors (Professor Tim Carpenter, Institute of Veterinary, Animal and Biomedical Sciences, Professor Danny Donaghy, Veterinary Clinic and Teaching Hospital, Professor Hamish Gow, School of Economics and Finance, Professor Julian Heyes, Institute of Food, Nutrition and Human Health, and Professor Steve Morris, Institute of Veterinary, Animal and Biomedical Sciences) will have an influence on (and opportunity to tender for) allocation of agricultural and horticultural development aid, primarily in the Pacific but also in Latin America, South East Asia and Africa, for the next two to four years.
- 6.7.27 The MPOWER research group will be hosting a panel seminar on the Living Wage in New Zealand from (4-7pm in the Atrium Round Room, Albany campus, on March 26). Experts will discuss their conceptions and experiences of living wage initiatives, followed by a Q&A and a networking session with light refreshments. More details will follow shortly via email, the MPOWER website and the MPOWER LinkedIn Group posts.
- 6.7.28 MPOWER is also hosted a strategic employment relationships forum in February at the Manawatū campus, organised by the School of Management's Associate Professor Paul Toulson, Barry Foster, Beth Tootell and Sharon Grant. The seminar will focus on how organisations can enhance their strategic growth through better employment relationships. The event will consist of a panel of speakers discussing key employment relationship topics.

- 6.7.29 The School of Management in Albany hosted the North Shore Branch of the New Zealand Institute of Human Resources for a seminar called *Work place relationships – where to draw the line?* It took place on February 27 and Dr Darryl Forsyth presented.
- 6.7.30 AUT University's Work Research Institute and Massey University's Healthy Work Group hosted a workplace bullying symposium that brought together academics with industry, union, and government speakers to promote healthy work through the effective management of workplace bullying and other psychosocial risks in our workplace.
- 6.7.31 Professor David Deakins and Dr Joanne Bensemann, School of Management, have completed a report titled *The role of innovation in technology-based small firms in the agribusiness sector*. The report is based on 34 face-to-face interviews, made possible by a Massey University Research Fund grant. The Ministry of Business, Innovation and Employment and various regional economic development organisations have expressed interest in the results.
- 6.8 With the purpose of reinforcing strong strategic connections and taking the opportunity to present the University's point of view, I meet with various people and groups around New Zealand and overseas. The following are by way of example:
- Speech to the Fabian Society on 21st Century Public Service.
  - Interview for Jamie MacKay Radio Sport's The Farming Show.
  - Visit to Brian McMath and The Product Accelerator.
  - Visit by the Mongolian Ambassador.
  - Welcomed Linda Jenkins as the key note speaker at the New Zealand Social Innovation and Entrepreneurship Conference (and Innovation Lecture at Albany).
  - Attended a fundraiser for Philippines with the Embassy of Argentina.
  - Northwest Agricultural and Forestry University (China) memorandum of understanding signing.
  - Interview with TVNZ's Rural Delivery Show.
  - Interview with *The Page* Magazine (Manawatū).
  - Meeting with New Zealand Trade and Enterprise.
  - Meeting with Audit New Zealand.
  - Discussion of Professional Development in the Compulsory School sector.
  - Meeting with Manawatū District Council re economic development.
  - Ravensdown Fertiliser contract signing.
  - Signing of a memorandum of understanding with Auckland Tourism, Events and Economic Development.
  - Discussion with Teacher's Council Transition Committee.
  - Meeting with the New Zealand Police.
  - Meeting with Minister of Culture and Heritage Chris Finlayson.
  - Meeting with the Post Primary Teachers' Association.
  - Catch up with Peter McSkimmons, Sport NZ.
  - Speech to teachers at Linton School Camp on education in the future.
  - Speech to Wellington East Girls College.
  - Meeting Peter Chrisp, chief executive, New Zealand Trade and Enterprise.
  - Speech to the Academy for Collaborative Futures Advisory Board.
  - Meeting with GNS.
  - Meeting with Professor Loreen Tauer, Dyson School, Cornell University.
  - Provided feedback on the Education Council of Aotearoa New Zealand strategic planning process.
  - Visit by Chris Whelan, executive director of Universities New Zealand.
  - Catchup with Palmerston North Mayor Jono Naylor.
  - Visit to Taratahi Agricultural Training Centre.
  - Speech to the Shepherd's Meeting (a group linked to landbased industries) in the Wairarapa.
  - AgriOne board meeting.
  - Attended the Central Energy Trust award ceremony.
  - Meeting of the Education Council of Aotearoa New Zealand transition board.
  - Wellington Employers' Chamber of Commerce meeting.

- Universities New Zealand met for the first time in 2014 in February. Chris Whelan (formally of Canterbury University) has just take over from Penny Fenwick as executive director and will be responsible for ensuring that Universities New Zealand is more visible in the many debates relevant to universities.
- Farewell event for Victoria University Vice-Chancellor Professor Pat Walsh (NB Professor Grant Guilford, formerly of Massey University, is the new Vice-Chancellor).
- Speech to the Crisis Communication workshops on the role of Politicians in a Crisis.
- BioCommerce Centre Board meeting.
- Met Professor David Boxer, Institute of Food Research director, United Kingdom, and signed a memorandum of understanding.
- Meeting with Air New Zealand chief executive Christopher Luxon.

## 7.0 Internationalisation

### 7.1 One Health Symposium, Bhutan

Massey University stands for shaping the future of the nation while taking the best New Zealand has to offer to the world. The last part of what we stand for was well illustrated in December in Bhutan.

The One Health Symposium held in Paro Bhutan, was the result of outstanding work by Associate Professor Eric Neuman, Dr Peter Jolly, Professor Emeritus Roger Morriss and their team. Funded by the European Union and administered by the World Bank, the One Health project is making a very significant contribution to the battle against infectious diseases transmitted between animals and humans.

The Bhutan symposium was attended by 120 representatives from seven South Asian nations and the feedback could not have been more complimentary of Massey. Well done to all concerned.

I was impressed by the fact that observers at the symposium were talking not only about the intellectual leadership Massey was providing but also our ability to deliver programmes that required collaboration between partners from very diverse backgrounds.

### 7.2 A growing international identity

With staff returning from overseas conferences, and students arriving for orientation, as well as a number of high profile international visitors being hosted, it is yet again a moment to reflect on the global profile of Massey University.

As 2014 progresses many of our staff are busy with commitments overseas where we are investigating new partnerships. At the beginning of February alone Professor Annette Huntington, School of Nursing, was in Qatar discussing opportunities for international nursing education and Assistant Vice-Chancellor Operations, International and University Registrar Stuart Morriss represented the University in Washington at a Global Food Safety Partnership meeting.

The reach and presence of the University is greater now than at any time over the past 50 years and we are well placed to advance tertiary education and be a major contributor to knowledge creation in the 21st century.

### 7.3 Massey goes global: Massey University Worldwide

New Zealand Education have provided us with funds to develop our international distance education portfolio and we launched Massey University Worldwide in Wellington on February 25 as we advance discussions with key partners both in New Zealand and overseas about our evolving plans for expanding Massey provision. All of this underpins our maturing Internationalisation Strategy, which will be reviewed and updated later this year.

Massey University Worldwide is designed to provide a visible umbrella under which to manage our overseas provision. It will promote our capability and capacity to provide specialist online programmes in partnership with international consortia, to support a growing population of international students who select Massey as their higher education partner of choice and our increasing portfolio of corporate alliances where we have been selected for

our ability to provide tailored curriculum. The importance of the tertiary education as a key New Zealand export has been re-asserted in recent Government briefings, and the significance of our contribution is visible by the presence of Tertiary Education Minister Stephen Joyce as a key speaker at our Massey University Worldwide launch.

#### **7.4 Other Examples of international connections, relationships, contributions and impact:**

- 7.4.1 On November 7, Massey University and the Ministry of Education, Culture and Sport of Spain formalised their Cooperation Plan by which Massey students can travel to Spain to participate in the Language Assistants Programme. The Language and Culture Assistants Programme is an initiative of the Spanish Ministry of Education devoted to providing scholarships for New Zealand university students (majoring in any subject) and graduates with some proficiency in Spanish. The assistants have the opportunity to teach English in Spain in primary, secondary and language schools.
- 7.4.2 The Institute of Food, Nutrition and Human Health Manawatū was visited on November 26 by 11 members of the National Management Course from Pakistan. This was the 99th running of the course, which is twice-yearly for very senior officials in Pakistan through the National School of Public Policy. This trip they chose New Zealand and in particular Massey University as a key visit in their pursuit of perspectives on the integration of social, health and economic development objectives.
- 7.4.3 Associate Professor Marjan van den Belt, Ecological Economics Research Centre NZ, took part on the Symposium Panel: Lessons from 30 Years of Collaborative Modeling for Decision Support IV – World Café Discussion on Key Issues at the 2013 Annual Water Resources Conference, November 7 2013, Portland, Oregon.
- 7.4.4 Professor Tony Parker, College of Creative Arts, was a judge of the college's John Drawbridge Ambassadorial Scholarship, supporting our students to experience art and design in an overseas country. The scholarship was awarded to second-year graphic design student Samantha Stokes, who will study at Montana State University in semester one this year. In 2012 the college helped the John Drawbridge Memorial Trust to raise \$20,000 towards this international travel scholarship, through an art auction.
- 7.4.5 A delegation from the Chinese Academy of Agricultural Sciences led by the vice-president of the academy recently met with several staff from the College of Sciences. Areas of interest to them were animal science, global food security, biotechnology and natural sciences.
- 7.4.6 Three staff members from the Institute of Fundamental Sciences have recently spent time at the University of the South Pacific, teaching a second-year genetics course. The relationship with the USP dates back to 2003 and a new contract with the institute was signed in 2012. This recent interaction provided resources and mentorship to young UDSP staff who are now able to take the course forward in future years. The activity was, to some degree, a pilot study to investigate the potential of Massey staff contributing further to curriculum development as USP.
- 7.4.7 College of Sciences Pro Vice-Chancellor Professor Robert Anderson was invited to Australia in November by Professor Mark Adams, Dean of the Faculty of Agriculture and Environment at the University of Sydney, to meet with the vice-chancellor of that University and explain the College of Sciences structural and organisational model.
- 7.4.8 Dr Marianne Tremaine and other Manawatū-based School of Communication, Journalism and Marketing staff hosted a visit by five visitors from Shaanxi Normal University, China. The delegation was introduced to journalism, media and marketing staff and heard about our continuing pastoral links with existing international students. The delegation came to investigate the possibility of a memorandum of understanding with Massey University, involving staff and student exchanges as well as potential research collaboration.
- 7.4.9 The School of Accountancy and the Centre for Professional and Continuing Education were among the agencies to host 17 delegates from Indonesia's Finance and Development Supervisory Board recently. The group took part in an intensive weeklong classroom learning programme, with on the ground experience in New Zealand public sector accounting.

- 7.4.10 As a world leader in the provision of veterinary education, the Institute of Veterinary, Animal and Biomedical Sciences has been approached by several veterinary schools wishing to twin with them. One of these is the Faculty of Veterinary Medicine and Animal Science at the University of Peradeniya in Sri Lanka. Massey University has successfully negotiated the first step in a two-step process in seeking funding for a twinning programme with the University of Peradeniya through a *Ministry of Foreign Affairs and Trade* Partnerships for International Development Fund grant. Early in 2014, the institute in conjunction with the University of Peradeniya will commence a detailed planning process for the three year programme, which will allow the twinning activities to begin around mid-year 2014. This is, as far as we are aware, only the second veterinary school twinning arrangement globally and reflects well on the institute. Key areas of focus will be food animal production and medicine, especially dairy and poultry, veterinary public health and training of teachers, particularly in new methods of teaching.
- 7.4.11 On January 29, the Institute of Food, Nutrition and Human Health hosted three high-level visitors from India representing the dairy cattle industry. The tour was arranged by the Ministry of Primary Industries, and the focus of their visit to the institute was around food safety and dairy science technology.
- 7.4.12 Dr Brendan Moyle, School of Economics and Finance, has been invited to participate in the IUCN/SFA Bear Bile Working Group. This will be a joint team put together by the International Union for Conservation of Nature and the Chinese State Forestry Administration. The group is tackling the contentious question of the relationship between legal supply of bile from farmed bears in China and the level of poaching of wild bears.
- 7.4.13 Professors Jane Parker and Jim Arrowsmith, School of Management, have secured a research contract with the International Labour Organization (ILO) to assess legislation, policy and management frameworks with regard to Papua New Guinea's participation in the Australian Seasonal Worker Program. Starting in February 2014, the project will involve desk research and interviews with expert informants in PNG, the production of an ILO report, and presentation of findings to key state, employer, employee and ILO stakeholders in PNG.
- 7.4.14 Professor Chris Moore and Dr Chris Galloway, from the College of Business, will travel to Iran and Turkey in March for discussions about formal inter-university relationships. They will be hosted in Iran by the Islamic Republic of *Iran Broadcasting* Media University, Tehran, and in Izmir, Turkey, by the Izmir University of Economics, where Dr Galloway will present a seminar.
- 7.4.15 The director, international, together with the senior marketing manager, operations manager, and foundation director from PaCE, met with the new Education Counsellor for the Saudi Arabian Cultural Mission and the two Academic Directors in late November to discuss the changes made to the pathway programme for the Bachelor of Engineering and Bachelor of Food Technology. The College of Sciences, together with PaCE, introduced a new Certificate in Science and Technology to replace the short course pathways for students entering the two degrees. The impact of this requires students intending to enrol in these two degrees to study an additional pathway semester. This also requires the sponsor agency to cover additional fees.
- 7.4.16 Two cohorts from Ningbo, China, have arrived in New Zealand and have participated in a Massey familiarisation programme as a result of a letter of intent established last year.
- 7.4.17 Dr Imran Muhammad, School of People, Environment and Planning, received the invitation and travel grant from the *United Nations Development Programme* Pakistan Sustainable Transport Project to speak at the 2nd Pakistan Urban Forum and South Asian Cities Conference held January 9-12, 2014 in Karachi, Pakistan.
- 7.4.18 Professor James Chapman, Institute of Education, has met with the project team at Semarang Statute University, Indonesia, finalising a curriculum development consultancy project. While en route Professor Chapman visited KLC School of Education, Singapore, in relation to the Bachelor of Education Early Childhood contract and the Management

Development Institute of Singapore regarding offering education postgraduate programmes in Singapore (contact initiated by the International Office).

## 8.0 Generating Income and Financial

### 8.1 2013 University Workforce Data

A report on 2013 University Workforce Data made interesting reading this month. It confirms that Massey University is one of the most efficient institutions in New Zealand.

- 8.2 The Brown University International Advanced Research Institute has funded a collaborative project to develop a team-taught course in Applied Theatre. The project involves collaboration between Massey University, UWC Mahindra College (India), University of Cape Town (South Africa), and the University of the Witwatersrand (South Africa). This exciting and ambitious project will help consolidate international networks in teaching and research and offer new opportunities for transnational collaboration. This project that will potentially offer exciting new models of pedagogy and education delivery that will help foster transnational citizenship and engagement.

In 2014, Massey will be collaborating to develop and deliver a team-taught course in Applied Theatre to students at the Albany campus. The course will feature shared syllabi, texts, case studies, recorded/Skype lectures, collaboration on assessment tasks, and online discussion forums to facilitate discussions and collaborative learning between students at participating institutions. As part of this project, Dr Rand Hazou, School of English and Media Studies, will be attending the first curriculum development meeting in Pune, India, in January.

- 8.3 Dr Polly Yeung, School of Health and Social Services, was invited by New Humanity (NGO promoted by Pontificio Institute for Foreign Missions) of Rome to provide social work services, consultation and workshop training in Cambodia from Nov 25 to Dec 21. Dr Yeung is working with the CAPABILITIES Programme, particularly for people with intellectual disabilities.
- 8.4 Elanco (Australia/NewZealand) have agreed to sponsor 10 places on the new Master of Veterinary Medicine short courses to run next year. They will help promote the courses through their representative networks. They are very interested in continuing some sort of partnership whereby they can work with us to help support veterinary education. This initial start amounts to some \$17,500 worth of support.
- 8.5 Education New Zealand has awarded the School of Engineering and Advanced Technology a \$45,000 grant to support development of a joint 3+1 Bachelor of Information Sciences programme with Hebei University of Technology in China.
- 8.6 Dr Mimi Hodis, School of Communication, Journalism and Marketing, has signed a partnership agreement with the Public Relations Institute of New Zealand, Annenberg School of Communication and the Global Alliance for Public Relations to implement and manage the New Zealand delivery and data analysis of one of the world's leading public relations practice surveys. The Globally Accepted Practices study provides practitioners with industry data on budgets, resource allocation, agency relationships, use of social media, reporting relationships and areas of responsibility. The New Zealand survey launched on November 20 and runs until early this year.
- 8.7 Professor Harald van Heerde, School of Communication, Journalism and Marketing, with colleagues Peter Danaher and Tracey Dagger from Monash University, have been successful in attracting an Australian Research Council Discovery Grant worth \$AU256,000, to work on a three-year project called *Econometric Models for Marketing Decision Making*.
- 8.8 Open Lab, the College of Creative Arts' design lab, projects over the reporting period included:

*External Projects:*

- College of Creative Arts Pro Vice-Chancellor Professor Claire Robinson led a voter participation workshop at Open Lab with Chief Electoral Officer Robert Peden, Anna Brown, Karl Kane and master's students.
- The design and storytelling of a guernsey for St Kilda's Australian Football League team for the next Anzac Day Aussie Rules game at the Wellington Stadium in 2014;
- Work with the New Zealand Registry Service;
- The Island Bay Festival 2014; and
- A workshop with Student City in Palmerston North.

#### *Summer Internships*

Open Lab facilitated four summer internships in December, three around service design (New Zealand Post, Department of Internal Affairs, Ministry of Justice) and the fourth with a start-up firm, Signal 41.

- 8.9 Congratulations to Distinguished Professor Bill Tunmer and Professor James Chapman, Institute of Education, who, following glowing peer reviews of their edited book proposal, have been offered a contract to write *Equity and Excellence in Literacy Education: The case of New Zealand* (Palgrave MacMillan, Series editors Professor Roger Openshaw and Professor Margaret Walshaw, Institute of Education), which will result in 30 research outputs for institute staff.
- 8.10 Dr Leonel Alvarado, School of Humanities, along with publisher Anthony Behrens, was awarded a \$15,000 grant from the Earle Creativity and Development Trust for the project Manawatū's Own Kupu to publish three books of poetry with fellow poets Tim Upperton and Joy Green. The books will be published by Haunui Press and will be launched on National Poetry Day in August.
- 8.11 Tom Gorte, School of Nursing, together with PaCE has launched the school's first completely online short course.
- 8.12 Dr Martin Patrick, School of Art, contributed a commissioned catalogue essay for the *WeakForce 4* exhibition curated by Charlotte Huddleston, St Paul Street Gallery, AUT University.
- 8.13 Third-year Spatial Design Students completed a studio design project with the Ministry of Justice designing a new Wellington District Court, coordinated by Antony Pelosi and Jen Archer, School of Design.
- 8.14 Four Bachelor of Aviation – Air Transport Pilot students have completed the Air New Zealand Airline Integration Course through the School of Aviation's partnership with Air New Zealand. This is a month-long course conducted by Air New Zealand at its training centre in Christchurch and students are selected by Air New Zealand.
- 8.15 The international team at the Institute of Education have been actively preparing professional development proposals, on approaches from agents in Thailand, Vietnam and Saudi Arabia, all for TESOL or English teachers.
- 8.16 The year's first International study tour arrived in January, with the University of Seoul sending a group of enthusiastic young students to Albany. At their leaving ceremony on January 31 the group took turns to present their experience in New Zealand and showcase their improved English language skills.
- 8.17 Three short courses focused on professional supervision for nurses will be offered in 2014 in Whangarei, Albany and Wellington.
- 8.18 The Centre for Public Health Research was successful with:
- the Genesis Oncology Trust grant of \$42,904 for the project *The potential impact of primary HPV testing on cervical cancer in New Zealand*;
  - Ministry of Health/District Health Board funding grants of \$75,000 (extension 12 months) *Hazardous Substances Surveillance System*;
  - \$95,250 (extension three years) *Birth Defects Monitoring Programme*;

- \$64,800 (additional funding) *Services Related to the National Fluoridation Information Service.*
- 8.19 The SHORE and Whariki Research Centre was awarded a contract with the National Heart Foundation for the evaluation of Tala Pasifika's *Kicking Butt* pilot project.
- 8.20 The School of Nursing has again been awarded the Te Pou Mental Health Workforce Development Contract, which provides support for registered nurses working in mental health who are developing leadership capability.
- 8.21 Dr Nives Botica-Redmayne received Chartered Professional Accountants Australia Global Research Perspectives Program funding of \$AU20,000 for the research project *Increased audit regulation – higher audit costs and market concentration – true or false?* in collaboration with Liz Carson from the University of New South Wales.
- 8.22 Dr Pushpa Wood, Fin-Ed Centre, has been holding a certificate course teaching youth workers how to teach financial literacy to their teen beneficiaries. The seminar is part of a joint venture between Massey University and Westpac.
- 8.23 The School of Communication, Journalism and Marketing will be offering course in Crisis Communication throughout 2014. The first one will be held on February 14.
- 8.24 Dr Lockhart, School of Management, has been contracted by the College of Sciences' OneFarm to develop a governance advisor's course that is being funded by several rural industry agencies, including DairyNZ, Beef and Lamb and the Institute of Directors in New Zealand.
- 8.25 Veronica Tawhai and Katarina Gray-Sharp, Centre for Teaching and Learning, received funding for a Digital Media Training project held December 5-8, from Nga Pae o te Maramatanga and MAI ki Massey as a knowledge exchange event and funding from AKO Aotearoa. This was a locally-focused initiative where expert practitioners trained emerging Māori scholars in interactive digital storytelling for the purposes of enhancing their teaching and learning capabilities as well as dissemination of their research.
- 8.26 The GAMA foundation, a charitable trust set up by Christchurch philanthropists Grant and Marilyn Nelson have advised of their decision to sponsor a research assistant in the freshwater research space for Dr Mike Joy, Institute of Agriculture and Environment. This will involve paying the salary and other contributions for an initial term of two years.
- 8.27 The Institute of Veterinary, Animal and Biomedical Sciences also received a very generous gift in the memory of Hugh MacDiarmid, a New Zealand veterinarian. Mr MacDiarmid was the cousin of Alan MacDiarmid (the Nobel Prize winner) and uncle of Massey Adjunct Professor, Stuart MacDiarmid. The gift from Mr MacDiarmid's sister will be used to support two \$5000 bursaries (in perpetuity) for final-year veterinary science students who are New Zealand citizens. The bursaries will be awarded on the grounds of hardship combined with academic achievement.

Please also note that numerous items throughout this report relate to generating income.

## 9.0 Enabling Excellence

### 9.1 New Migrant Director appointed

Professor Shaista Shameem, has been appointed as the New Migrant Director. This is a new role and demonstrates Massey University's commitment to gaining a better understanding of new migrant communities, with an emphasis on Asian communities. The initial focus of this position will be to consult widely on the development of a strategic framework that meets the needs and aspirations of new migrants, facilitates their entry into Massey, accelerates the learning process so as to create a rewarding learning experience for them, and facilitate relevant research. For the past two years, Professor Shameem (PhD, LLM, MA, LLB, BA) was Professional Practice Leader with Grey Lynn Law Office, and prior to that Associate Professor of Law, University of Fiji School of Law, Ombudsman of Fiji

Human Rights Commission, Sociology Lecturer, Waikato University, and a tutor at Canterbury University.

9.2 **New Massey Librarian Appointed**

Congratulations to Linda Palmer, previously the Deputy University Librarian, who has now been appointed to the role of University Librarian, following John Redmayne's retirement. Please refer to Appendix VIII for further details.

9.3 **Enabling Excellence - staff forums aim to deliver the best workplace**

One of Massey's big goals is Enabling Excellence – our commitment to providing the best working and learning environment for staff and students. The work to achieve that goal has several components – one relates to improving our facilities and infrastructure, which we are doing across the campuses; another, equally important component is the development of our people.

I invited all staff to take part in the first of what will become annual staff forums on each campus. The inaugural forums, which took the form of staff mini-conferences, were held on December 13, 16 and 18, respectively, at Manawatū, Albany and Wellington. It included my usual wrap-up for the year, the Massey Worldwide brand, 2014 Heritage Year, a briefing on the 2025 strategy, a presentation on "One Massey" the intranet and the results of the staff survey. Thank you to all those who took the time out of their busy days to attend.

9.4 **One Massey intranet**

The Massey Intranet "One Massey" is now up and running, visit:  
<https://one.massey.ac.nz/Pages/default.aspx>

9.5 **Massey Women in Leadership**

The 2014 Massey Women in Leadership Programme started last week, with 23 delegates drawn from academic and professional staff groups and representing all colleges and campuses. The focus of the programme was the contribution of leadership in all of its dimensions to the successful delivery of the University's strategic goals. The participants were nominated by their units as part of a wider commitment to developing our leadership capacity and towards addressing some of the gender equity issues raised in the 2013 staff survey and the earlier (2010) Pay and Equity review. A key part of the agenda for the year as the programme evolves is the engagement of the groups in action learning projects that are linked to key strategic priorities. This year the action learning projects range across topics that address staff retention and development, focus on improving cross-university communication strategies and securing efficiencies from process improvements in staff recruitment, and a developmental survey of distance and electronic learning at Massey.

9.6 The Equine Veterinary Clinic will be officially opened on the Manawatū campus in late March.

9.7 Highlights of meetings I have had with Massey staff and associated groups included:

- Combined Unions meeting.
- Filming for the 50th anniversary video.
- Catch up with Facilities staff.
- Wellington new staff meeting.
- Catch up with New Zealand School of Music staff based at Albany.
- Meeting with Massey Muslim Society executive.
- Massey Foundation Board meeting.
- Attended Manawatū Graduation Ceremonies.
- Attended MBA Graduation Function.
- Chaired Tenders Board (December, January and February).
- Catch up with the New Zealand School of Music.
- Video for international students and stakeholders.
- Hosted seasonal cheer for college and service line heads.
- Chaired the Senior Leadership Team monthly meetings (December and February).
- Attended People and Organisational Development end of year event.
- Launched the WH Oliver Humanities Research Academy – Professor Shearer West, Oxford, was the speaker.
- Farewell to Professor Ingrid Day, Assistant Vice-Chancellor Academic and International.

- Attended Vet Graduation 2013.
- Attended Vet Prize-Giving.
- Meeting on Massey's Jubilee Year 2014.
- Manawatū mini-staff conference. (Refer to item 9.3 above for further details).
- Manawatū end-of-year staff function.
- Albany campus staff mini-conference.
- Albany campus Christmas Party.
- Attended the Riddet Board meeting.
- Wellington campus staff mini-conference.
- Wellington staff function.
- Catch up with Māori and Pasifika (and new migrants) senior team.
- New Zealand School of Music board of directors meetings (January and February).
- Discussion on Massey University Worldwide (Refer to item 7.3 above).
- Catch up with PaCE.
- Catch up with Dr Russ Ballard, University Council member.
- Meeting with the Academic, Research and Enterprise team (I am meeting one on one with all SLT members and then with their Teams to discuss the year).
- Meeting with Strategy, Finance, IT and Commercial team.
- Meeting with External Relations team.
- Meeting with People and Organisational Development team.
- Met with newly promoted Associate Professors and Professors on the Manawatū campus.
- Meetings to discuss Massey's biodiversity and sustainability strategies.
- Discussion on China strategy.
- Discussion on Massey Wellington's Creative Capital Strategy.
- Meeting with Operations, International and University Registrar's team.
- Discussion of the review of the Bachelor of Arts.
- Food HQ discussion.
- Honorary Awards committee meeting.
- Special meeting of the Honorary Awards committee.
- Catch up with Caroline Ziemke of the Centre for Defence and Security Studies.
- Meeting with the new Chancellor Chris Kelly.
- Spoke to the MBA cohort.
- Discussion with the External Relations executive team about the year ahead.
- Meeting with College of Humanities and Social Sciences.
- Update on current enrolments and planning for the year ahead.
- Planning for the Massey University Worldwide launch next week (this was a feature of the staff briefings at the end of 2013) (Refer to item 7.3 above for further details.)
- Discussion on Foundation fundraising in Heritage Year.
- Actions to promote engagement between Massey University and new migrant communities in Auckland.
- Marsden Fund celebration of 20 years of leading edge research.
- Meeting to discuss a regional initiative to promote international education.
- Met with College of Health executive team.
- Meeting to plan for a major Creative Capital summit in Wellington later this year (in collaboration with the Wellington Chamber of Commerce).
- Orientation, Manawatū campus.
- Academic Board meeting.
- Meeting to discuss plans for enterprise at Massey this year.
- My performance review with the Massey University Council.
- Speech to the Leadership Development Centre.
- Meet with the College of Business executive team.
- Spoke at MPower strategic employment relationships forum event.
- Speech to the Friendship Force national conference on food innovation.
- Met Professor Anil Srivastava, Vice-Chancellor National Dairy Research Institute, Karmal, India.

These meetings with staff are very useful. I actively seek meetings but am also pleased to be invited to discuss any of the issues the University is dealing with.

- 9.8 There are a lot of issues being advanced through SLT at the moment, these include: Draft University Annual Plan 2014; The Road to 2025; bad debts write-off for students enrolled in the 2011 and prior academic years; formal recognition of long serving staff; Capital Projects policy; Risk Management report November 2013; Council statute for Definition and Establishment of a Policy; Official Information policy and procedure; Protected Disclosure policy; Crown asset transfer process; capital development post-completion review policy; mobile device provision policy; Use and Access to IT Systems policy; 2014 operating budget; staff survey briefing; major capital projects report: quarter three, 2013; consolidated performance report: quarter three, 2013; financial report for 10 months ended 31 October 2013; discussion - savings and cuts; SLT planning agenda – January 2014; Research and Consultancy Contracts policy; deletion of the Charges for the Study Materials policy; amendments to the Course Related Student Travel Overseas policy and procedures; Grounds for Embargo policy; Costing and Indirect Cost Recovery for Externally Funded Research and Commercial Contracting policy; research student management project proposed changes; academic scholarship in the 21st century; proposal for scholarships for 2014 student recruitment semester one and longer term pump priming; student representation in the decision making processes which inform research, teaching and related academic processes at Massey University ; proposal for the management of University learning spaces at Massey University; priorities for new portfolio managers (reallocation of SLT portfolios from 2014); Strategic Innovations Fund grant report backs; operational funding of Stream; International Office baseline increase; consultation on draft Tertiary Education Strategy 2014-2019; Te Pae Roa 2040 *Hui Taumata: 30 Years On and 30 Years Ahead*; SLT arrangements over summer; draft 2025 strategic plan; 2025 roll-out; key achievements for the year ahead 2014; what do we want to be measured on in 2014; year ahead – events and leave; branding; regional strategies; SLT response to staff survey; an academic career at Massey in the 21st century; employability and employed graduates; internationalisation (with guest speakers Charles Finny, Chair of the Board of Education New Zealand, Grant McPherson, chief executive, and Adele Bryant, Manager Business Development Team, Education New Zealand); Massey creativity strategy workshop (with guest speakers Kevin Lavery, chief executive officer, Wellington City Council and Philip Fierlinger, co-founder and Head of Design at Xero); budget and savings; optimal operation consultants brief; monthly portfolio update papers (for November and December) from Assistant Vice-Chancellors (Research, Academic and Enterprise; External Relations; Strategy, Finance, Information Technology and Commercial Operations; People and Organisational Development; Operations, International and University Registrar; Māori and Pasifika), and Pro Vice-Chancellors (Business; Health; Humanities and Social Sciences; Creative Arts; Sciences).

Further explanation on these items is provided in the SLT web reports available via the University Management-Senior Leadership Team webpage  
[http://www.massey.ac.nz/massey/about-massey/university-management/university-management/university-management\\_home.cfm](http://www.massey.ac.nz/massey/about-massey/university-management/university-management/university-management_home.cfm).

## 10.0 Opportunities/Threats

- 10.1 I have mentioned concerns with enrolment numbers in item 2.2 above.
- 10.2 There is a good deal of behind the scenes work going on to coordinate a tertiary sector international student recruitment strategy for Wellington. The region gets far fewer students than might be expected given the number of tertiary institutions located in the Capital. It would be good to see the region promoted as a student destination – Massey has a lot to contribute.
- 10.3 In 2014, we will continue to face a very challenging environment that will require hard work and commitment from all of us. But it will be worth the effort – Massey has a crucial role to play in New Zealand and a significant contribution to make worldwide. Refer to Massey University Worldwide launch in item 7.3 above.
- 10.4 In 1.5 above, I have mentioned the Government's recent decision to proceed with changes to university Governance arrangements. There is still time to debate this before it becomes law.

- 10.5 The Minister of Finance, Bill English was one of the visitors to Universities New Zealand in February. He is interested in exploring better relationships between academics and public servants involved in policy work. The Government is interested in getting a wider range of views on a range of major problems that they are seeking to address. The input of social scientists was a particular emphasis.

## 11.0 Overall sense/feel of the place

- 11.1 2013 has been a challenging year, but a lot of progress has been made so let me take this opportunity to thank everyone for their contribution to Massey's success. The Annual Progress Report and Checklist of Activities year-to-date 2013 can be found on the University Management SLT reports 2013 intranet pages.
- 11.2 Further to item 9.7 above, I am enjoying meeting the college and service executive teams. My key message is that the University needs to push forward its plans with a sense of urgency. We have come a long way over the past five years but there is much more to do in an increasingly competitive environment. Everyone has a role to play in ensuring Massey does shape the future of New Zealand and takes the best of the nation to the world. I hope that the executive teams will lead discussions throughout colleges and services so everyone is clear about their contribution.
- 11.3 2014 is our 50th Anniversary so let's get ready to make it a year to remember.

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### Appendices attached:

- Appendix I: New Chancellor for Massey University (Ref. Item 1.3)
- Appendix II: 2014 New Year's Honours (Ref. Item 1.4)
- Appendix III: Reforms of university and wānanga governance to proceed (Ref. Item 1.5)
- Appendix IV: Governance changes will undermine role of universities (Ref. Item 1.5)
- Appendix V: Massey scientist wins award for pasture research (Ref.5.5 item)
- Appendix VI: International accolade for food science leader (Ref. 5.6 item )
- Appendix VII: Albany Lecturer of the Year named for 2013 (Ref. 5.7.1 item )
- Appendix VIII: New Massey Librarian Appointed (Ref. 9.2 item)

Steve Maharey



Mr Kelly, Dr Ballard and Mr Ahie.

## **New Chancellor for Massey University**

Wellington businessman Chris Kelly is Massey University's new Chancellor.

Mr Kelly replaces Dr Russ Ballard, who has been Chancellor for the past five years. Mr Kelly is a veterinary science graduate of Massey and highly regarded New Zealand business leader with multiple directorships. This year he retired as chief executive of state-owned Landcorp Farming Ltd, a role he was in for 12 years. He has been on the University Council since August 2005 and has been Pro Chancellor – deputy chair of the council – since July last year.

The University's new Pro Chancellor is Michael Ahie, also from Wellington. Mr Ahie (Taranaki, Ngā Ruahine and Ngāti Ruanui) is chairman of Plant and Food Research and holds multiple directorships, including the BioCommerce Centre, AltusQ New Zealand Ltd and Farmers Mutual Group. He has been a ministerial appointee to the council since December last year.

Mr Kelly expressed council members' "sincere appreciation" for Dr Ballard's "great work". Dr Ballard said "it has been a pleasure", congratulated Mr Kelly and Mr Ahie and wished them well in the roles. He will remain a member of the council.

Mr Kelly's first formal role will be to officiate over next week's special Veterinary Science graduation ceremony in Manawatū, which marks 50 years of Massey's Vet School.

# 2014 New Year's Honours

*Alumni:*

- Mrs Joan Kennett (QSM) – Queens Service Medal for services to early childhood education
- Archbishop David Moxon (KNZM) - Knight of the New Zealand Order of Merit for services to the Anglican Church
- Mrs Prudence Kelly (ONZM) – Office of the New Zealand Order of Merit for services to education
- Mr Kevin Chapman (MNZM) – Member of the New Zealand Order of Merit for services to publishing
- Mr Stephen Johnston (QSM) – Queens Service Medal for services to surf life saving
- Mr Phil Kerlake (MNZM) – Member of the New Zealand Order of Merit for services to people with cancer
- Inspector (Ret.) Murray Lewis (MNZM) – Member of the New Zealand Order of Merit for services to the New Zealand Police and diplomacy
- Mrs Janice Taouma (QSM) – Queens Service Medal for services to early childhood education
- Mrs Laurel Taufauata (QSO) – Queens Service Order for services to health and the Pacific community
- Mr Simon Park (QSM) – Queens Service Medal for services to the Korean community and education
- Mrs Wendy Hawke (ONZM) – Office of the New Zealand Order of Merit for services to inter-country adoption
- Dr Alison Paterson (DCNZM) - Dame Companion of the New Zealand Order of Merit for services to business
- Mr Don McLaren (CNZM) – Companion of the Order of Merit for services to the animal health industry and racing
- Mrs Janice Lewis (QSM) – Queens Service Medal for services to the New Zealand Police and Women's health
- Mr Don McKenzie (CNZM) – Companion of the Order of Merit for services to physiotherapy and the blind

## Reforms of university & wānanga governance to proceed

The Government will proceed with its plans to reform university & wānanga governance councils to create smaller, skills-based councils that can respond more quickly and strategically to the challenges of modern-day tertiary education, Tertiary Education, Skills and Employment Minister Steven Joyce says.

The reforms will modernise councils so they can more easily meet the needs of a rapidly-changing employment market, adapt to the new challenges from changing technology in teaching and learning, and operate more effectively in an increasingly competitive international university environment.

The changes will:

- Decrease the size of university and wānanga councils from 12 to 20 members to eight to 12 members.
- Make council membership requirements more flexible by removing specific representative requirements.
- Require the Minister and councils to appoint members with governance capability.
- Clarify the duties and accountabilities of individual council members.

The governance changes are the latest in a series of incremental reforms that are helping to improve the performance, quality and relevance of tertiary education in New Zealand at all levels.

“The Government has made a series of changes, including initiatives like Performance-Linked Funding and the new Education Performance Indicators, which are helping to lift the performance of all institutions in the sector,” Mr Joyce says.

“This approach has resulted in significant improvements in performance and a system that is delivering more graduates than ever before. In 2012, a total of 162,000 qualifications were completed in the New Zealand tertiary education system – up 23 per cent from 2008.

“The governance reforms will support universities and wānanga in their drive to be more responsive to the needs of their students.

“The current governance settings for wānanga were not written with them in mind. The changes will allow wānanga much more flexibility to reflect their unique stakeholders on their council.

Mr Joyce stressed that the reforms will not compromise institutional autonomy or academic freedom. “Those freedoms are guaranteed by Section 161 of the Education Act, and that will not be changing.”

“Through these reforms, universities and wānanga will have more freedom to determine the make-up of their councils than under the previous highly prescriptive model,” Mr Joyce says.

“They can, for example, choose to retain student and staff representation, and I expect many, if not most, will.

“Under the new reforms the Government will be appointing approximately a third of the members of each council with the make-up of the rest of councils determined by each institution’s constitution.

“All councils will be required to have at least one Māori member to assist the goal of boosting the achievement of Māori. This is not a major change as all but one of the affected institutions have Māori appointees to councils today.”

The changes will be included as part of an Education Amendment Bill which will be introduced to Parliament soon. If passed, universities and wānanga will transition to new councils on or before 1 January 2016.

More information on the changes can be found at:

[www.minedu.govt.nz/ChangesToUniversityandWanangaGovernance](http://www.minedu.govt.nz/ChangesToUniversityandWanangaGovernance)



The representative body for New Zealand's eight universities.  
The New Zealand Vice-Chancellors' Committee website.

16 February 2014

## **Governance changes will undermine role of universities**

Universities New Zealand – Te Pōkai Tara opposes plans to change the composition of university councils which will remove the statutory protections that ensure universities have the independence and diversity to effectively represent the communities they serve.

“The changes announced by the Government last week are of great concern to the university sector. They remove the legal requirement for democratically elected students, staff and other representatives to sit on councils, undermining a model of governance that has worked well to reflect the broad range of voices universities represent,” says Universities NZ Chair Professor Roy Crawford.

Professor Crawford says that the planned changes are not based on evidence and are not consistent with international best practice.

“The reasons given for the changes are to make university councils faster moving and responsive. Our universities however are amongst the best performing and most efficient in the world.”

“The world’s leading universities have councils that are larger than company boards and are not based on a business model. This is a strength, not a weakness. They recognise that it is essential to have a wide range of viewpoints and perspectives to inform and enrich their decision making.”

Professor Crawford says that the planned changes also show a fundamental misunderstanding of the distinct role that universities play in societies.

“Universities need autonomy and academic freedom to be the critic and conscience of society which is considered vital for a strong and informed democracy. New Zealand’s universities can only perform this role if they are independent of government and vested interests.”

“Moves to increase the proportion of Ministerial appointees and the control that government has over university councils will be a backwards step for New Zealand.”

Vice-Chancellors will discuss the proposed changes further in coming weeks with their individual councils to build support for the continued representation of its stakeholders on university councils.

Last modified: February 17th, 2014

# Massey scientist wins award for pasture research

A Massey researcher has been recognised by his New Zealand peers for his contribution to agricultural science.

The New Zealand Association of Scientists has awarded the Marsden Medal for 2013 to Professor Barry Scott for his life's work on ryegrass and the endophyte fungus.

Perennial ryegrass is widely used in New Zealand pastures and has a close mutually beneficial, or symbiotic, relationship with *Epichloë*. The grass provides a home for the fungus while the grass benefits from some of the compounds produced by the fungus. They can ward off insects, other harmful fungi and potentially may help the grass keep growing during drought.

Professor Scott led a team of researchers who made several significant findings. The best known of these beyond the scientific community is the identification of the gene in *Epichloë* responsible for the production of the compounds that cause ryegrass staggers. Today, agricultural in New Zealand benefits from the research with seed companies now producing ryegrasses with the endophyte that lacks the genes to make the staggers-causing compounds.

The science break-throughs by Professor Scott and his team have had international significance and this is recognised by publications in the leading science journals. His early work on the absorption of ammonia by the bacteria associated with plants was reported in *Nature* in 1979. In 2006, two landmark papers on the fungi's important role absorbing molecules with oxygen were published in *Plant Cell*.

Technology developed from the research includes a diagnostic test to predict how endophytes will respond in the field

Research continues into the relationship between ryegrass and endophytes and development of new opportunities for pastoral agriculture.

The award also recognises Professor Scott's service to science including supervision of more than 20 doctoral students. He was a founding member of the New Zealand's Environment Risk Management Authority and the, now international, Queenstown Molecular Biology conference. He was a member of the Bovine Spongiform Encephalopathy Science Expert Panel and is currently sits on the editorial boards of *Molecular Microbiology* and *Molecular Plant Pathology*.

## International accolade for food science leader



Distinguished Professor Paul Moughan has been internationally honoured for his contribution to science that is helping malnourished children in the developing world.

Professor Moughan, who co-directs the Riddet Institute at Massey University, one of seven Government-funded national centres of research excellence, will receive an honorary doctorate in science from the University of Guelph in Canada in June.

"I'm humbled by the award," he says. "It's great for New Zealand and just shows the high regard held for New Zealand science overseas."

Professor Moughan is conducting research in protein nutrition that is leading to more effective and targeted nutrition to the world's most needy. "Protein malnutrition is one of the leading causes of death in children in the developing world. It's a huge killer, so this research is incredibly important."

One in four children suffers from protein energy malnutrition, according to the Food and Agriculture Organisation of the United Nations.

Professor Moughan's work is also important for elderly people suffering from muscle wasting and those looking to gain mass and maximise their protein intake for long-term muscular health.

Guelph Vice-Chancellor Alastair Summerlee says the award recognises Professor Moughan's significant academic contributions and leadership in food and human sciences. "Professor Moughan's reputation as a world authority on mammalian protein metabolism, dietary protein quality in humans and food evaluation science is truly impressive."

Professor Moughan has had a distinguished 29-year career at Massey after graduating with a Bachelor of Agricultural Science with first-class honours in 1978 and a PhD in 1984. He was the foundation head of the Institute of Food, Nutrition and Human Health in 1997 and has co-directed the Riddet Institute since 2003. He has received numerous international awards and, in 2012, shared the prestigious Prime Minister's Science Prize with Riddet co-director Distinguished Professor Harjinder Singh.



Left to right: Penny Lyall (ASA), College of Sciences Pro Vice-Chancellor Professor Robert Anderson, Associate Professor Chris Scogings and Albany Campus Registrar Andrea Davies

## Albany Lecturer of the Year named for 2013

For the second year in a row, the Albany Lecturer of the Year Award has gone to the College of Sciences, with Associate Professor Chris Scogings from the Institute of Natural and Mathematical Sciences taking out the top award.

Dr Scogings is the programme director for Information Sciences, and was nominated by students for going "...above and beyond his call of duty... in order to help and give positive, concise advice".

"The students appreciate our passion and commitment to their learning," says Dr Scogings. "It's great to be part of a small, dedicated team who are real experts in their technical areas. Our biggest advantage at the Albany campus is that our computer science students benefit from individual attention from day one – with lecturers who interact personally with them, and pass on experience and insight as they progress through their study and then out into the workforce."

With proficient computer science graduates in high demand, Dr Scogings says the computer science programme at Massey provides a complete pathway into a career, with the opportunity to start from scratch for those who have not been involved in computer programming before. Students who excel at research and academic study can also advance into Master's or PhD study.

"Once students have mastered the basics, they can move on to the fun stuff, like 3D vision, parallel programming and designing mobile apps. Our graduates keep in touch with us, and they tell us how much they appreciate both the solid foundation that our programme gives them, and the personal interaction they've had with our lecturers. It really is very rewarding."

With 160 nominees for this year's Albany Lecturer of the Year, the Albany Students' Association (ASA) was kept busy compiling the list and selecting the best student quotes to show on the day. ASA advocacy coordinator Penny Lyall says the comments chosen are just a fraction of the ones submitted by students.

"These awards are hotly contested by all the lecturers, and even receiving a nomination is a huge boost for all the academic staff who work so hard with students," she says. "The LOTY Awards are a huge team effort by the ASA staff, and we're grateful for the continued support of Ti Point Wines and Bennetts Books as key sponsors who help make the event so special."

For Massey's newest college, the College of Health, the opportunity to be the first recipients of these prestigious awards was welcomed by Dr Tony Mutukumira from the Institute of Food, Nutrition and Human Health, and Dr Andrew Foskett from the School of Sport and Exercise.

"I value this award very much, and I am humbled by the students who nominated me," says Dr Mutukumira. "I believe in reflective and student-led teaching, and I adopt various teaching methods that suit each group. It's important to note that many people contribute to creating an enabling environment, and this includes the students themselves. I would like to thank everyone who has supported me in 2013."

Described as "The Voice" by one student, with a "message so clear sometimes I can still hear it in my sleep" Dr Andrew Foskett says it is very satisfying to be recognised for his lecturing by the students themselves.

"I believe that good lecturers attract quality students, who in turn are the postgraduates and researchers of tomorrow. In my opinion, good lecturers are vital to the continued growth of the University, and it is great to be recognised as such."

This year new trophies designed by Matthew Bray were presented to all college winners, and all nominees received a certificate and a hand-made quill, presented by ASA President André Budel.

A special award was presented to administrator Dot Cavanagh who retired from the College of Humanities and Social Sciences, for her years of dedication and assistance to Massey students.

#### **Albany Lecturer of the Year for 2013 – Associate Professor Chris Scogings**

##### **College winners**

College of Health: Dr Andrew Foskett and Dr Tony Mutukumira  
New Zealand School of Music: Pete France  
College of Business: Dr Jeffrey Stangl, Mark Werman and Simon Cope  
College of Humanities and Social Sciences: Dr Rand Hazou  
College of Creative Arts: Eric Thompson  
College of Sciences: Associate Professor Chris Scogings

##### **Advocacy Accolades (also known as the "Pennys")**

Jean Batten Award - Dr Loren Stangl  
AJ Hackett Award - Dr Rand Hazou  
Edmund Hillary Award - Dr Jeffrey Stangl  
Billy T. James Award - Dr Adam Claasen  
Ernest Rutherford Award - Dr John Harrison  
Fred Hollows Award - Dr Bill Kirkley  
John Walker Award - Associate Professor Al Nielson  
Lemon & Paeroa Award - Professor Peter Lineham  
Len Lye Wind Wand Award - Dr David Tappin  
Peter Jackson Award - Simon Cope  
Split Enz Award - Dr Warwick Tie  
Tip Top Award - Dr Sandy Bulmer  
Whittaker's Award - Dr Mary Paul

# New Massey Librarian Appointed

With the recent announcement of John Redmayne's retirement Massey has been seeking to appoint a new University Librarian. We have received expressions of interest in this role from a strong international field and it is with great pleasure that I can announce the successful recruitment of Linda Palmer. I am sure colleagues will join with me in wishing her well as she steps up to take on this new challenge.

Linda Palmer comes into the role of University Librarian from her former position as the Deputy University Librarian (since 2005). Through that role she has been instrumental in bringing wide ranging technical and professional experience, accrued from working with scientific reports and data at British Petroleum's Exploration Data Centre in London (UK), to establishing the Manawatū Library's Information Commons, to bear on advancing the capability of the Massey Library Services to support the emerging needs of digital scholarship.

Linda is passionate about the services and collections which the Library provides to support Massey's teaching, learning and research activities, and how technology can enhance both enhance the provision of information and the underlying processes of academic scholarship. She is particularly interested in how the Library can teach students essential information literacy skills in the online environment, and the development of services to better support the University's research goals. Linda has led the redevelopment of the highly successful 'Knowledge Management in Research' provision targeted at staff and research postgraduates, and has plans to see this provision developed further. She is also passionate about libraries as innovative learning spaces, and is at the forefront of current plans to see all Massey Library spaces developed into progressive modern and vibrant facilities for all users.

Linda looks forward to starting her new position, and further developing the Library in close collaboration with other areas of the University and also working to maintain the Massey Library as one of the leading institutions in Australasia providing professional support to our campus, online and off shore communities.

Professor Brigid Heywood  
AVC Research, Academic and Enterprise



## MASSEY UNIVERSITY COUNCIL

### FINANCIAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2013

7 MARCH 2014

#### **PURPOSE**

This report summarises the University's financial results for the year ended 31 December 2013.

#### **Discussion**

##### *Income Statement (Appendix 1)*

The University's full year operating surplus of \$6.8m was in line with budget and forecast. The EFTS related contribution was above budget and forecast whilst Contract & Trading related contribution was below budget and forecast.

##### *EFTS Related Contribution*

The EFTS related contribution was \$5.4m against a budget of \$4.4m. This favourable result was despite student numbers being softer than expected in 2013. Overall net contribution in this area remained favourable due to compensating management action taken to significantly reduce expenditure particularly in relation to salary and staff costs.

##### *Contract & Trading Related Contribution*

Contract & Trading related contribution was \$1.4m against a budget of \$2.3m.

Contract & Trading includes funding for CoRES and the National Centre for Tertiary Teaching Excellence, as well as overseas and other teaching contract income, research grants, consultancy and trading activities.

Contract & Trading income and contribution were both unfavourable against budget and forecast reflecting the lack of investment, particularly in research activities following constrained government expenditure. Management's compensating action taken to decrease expenditure in this area reduced, but did not fully eliminate, the impact of this downturn on the overall operating surplus.

***Balance Sheet (Appendix 2)***

The University's total asset balance was \$19.5m greater than budget and \$2.3m greater than forecast largely due to surplus short term cash term deposits at year end, resulting from the investment of revenue received in advance and reduced capital spend.

Working capital, which is managed in line with the Treasury Framework guidelines, was in line with forecast. At year end the University had \$1.16 of current assets for every \$1.00 of current liabilities.

Aged debtor days were ahead of budget at 25.15 days at the end of December 2013.

The University's equity was above budget due to a budgeted downward building impairment, relating to seismic strengthening, of approximately \$7.0m, not crystallising during the year.

***Cash Flow Statement (Appendix 3)***

Cash and cash equivalents were marginally unfavourable against budget and forecast at year end.

Net operating cash flows for the year were \$1.6m and \$1.0m above budget and forecast respectively. This was despite lower revenues arising from lower student numbers reflecting management's mitigating actions through reducing operating costs.

Net cash flows in investing activities were \$1.2m and \$3.2m above budget and forecast respectively due to delays in the capital expenditure programme being partly offset by movements in investments.

Net cash flows from financing activities were in line with budget and forecast

***Capital Expenditure (Appendix 4)***

A summary of 'Group 1' Capital expenditure for the year is included in the following table:

	2013 FY Actual \$m	2013 FY Budget \$m	Budget Variance \$m	2013 FY Forecast \$m	Forecast Variance \$m
Group 1 (Recurrent)	25.6	26.4	0.8	25.7	0.1

Group One projects expenditure of \$25.6m, was 97% of the budget of \$26.4m. Portfolio managers controlled the variances across programmes, ensuring effective prioritisation of resources in line with total recurrent budget allocations. Highlights for 2013 included major progress with the Albany space relocation project, completion of 11 minor capital projects in Manawatu and completion of the AV refresh and Computer laboratory upgrade programmes.

## **RECOMMENDATIONS**

It is recommended that Massey University Council:

1. Receive the financial report for the year ended 31 December 2013.

Rose Anne MacLeod  
Assistant Vice-Chancellor  
Strategy, Finance, IT & Commercial Operations

25 February 2014

### Appendices

1. Income Statement
2. Balance Sheet
3. Cash Flow Statement
4. Capex Report (Group One projects)

Appendix 1

University Income Statement

For the Year Ended 31 December 2013

	2013 FY Actual (\$000)	2013 FY Budget (\$000)	Budget Variance (\$000)	2012 FY Actual (\$000)	2013 FY Forecast (\$000)	Forecast Variance (\$000)
Total EFTS Income	359,263	365,136	(5,873)	354,785	358,884	379
Total EFTS Expenditure	353,850	360,702	6,852	349,020	354,898	1,048
<b>Contribution - EFTS</b>	<b>5,413</b>	<b>4,434</b>	<b>979</b>	<b>5,765</b>	<b>3,986</b>	<b>1,427</b>
Total Contract & Trading Income	76,977	79,692	(2,715)	84,007	80,453	(3,476)
Total Contract & Trading Expenditure	75,551	77,345	1,794	80,653	77,712	2,161
<b>Contribution - C&amp;T</b>	<b>1,426</b>	<b>2,347</b>	<b>(921)</b>	<b>3,354</b>	<b>2,741</b>	<b>(1,315)</b>
<b>Total Trading Operating Surplus</b>	<b>6,839</b>	<b>6,781</b>	<b>58</b>	<b>9,119</b>	<b>6,727</b>	<b>112</b>

Appendix 2

University Balance Sheet

As at 31 December 2013

	2013 FY Actual (\$000)	2013 FY Budget (\$000)	Budget Variance (\$000)	2012 FY Actual (\$000)	2013 FY Forecast (\$000)	Forecast Variance (\$000)
<b>ASSETS</b>						
Total Current Assets	119,515	83,394	36,121	96,662	115,713	3,802
Total Non Current Assets	976,684	993,312	(16,628)	991,526	977,693	(1,009)
<b>Total Assets</b>	<b>1,096,199</b>	<b>1,076,706</b>	<b>19,493</b>	<b>1,088,188</b>	<b>1,093,406</b>	<b>2,793</b>
<b>LIABILITIES AND EQUITY</b>						
Total Current Liabilities	102,766	92,308	10,458	99,257	99,747	3,019
Total Non Current Liabilities	48,328	46,127	2,201	50,090	49,137	(809)
<b>Total Liabilities</b>	<b>151,094</b>	<b>138,435</b>	<b>12,659</b>	<b>149,347</b>	<b>148,884</b>	<b>2,210</b>
<b>Equity</b>						
Capital & Reserves	938,841	938,990	(149)	941,034	938,841	-
Revaluations/Other	(575)	(7,500)	6,925	(11,312)	(1,046)	471
Surplus/(Deficit)	6,839	6,781	58	9,119	6,727	112
<b>Total University Equity</b>	<b>945,105</b>	<b>938,271</b>	<b>6,834</b>	<b>938,841</b>	<b>944,522</b>	<b>583</b>
			0			0
<b>Total Liabilities and Equity</b>	<b>1,096,199</b>	<b>1,076,706</b>	<b>19,493</b>	<b>1,088,188</b>	<b>1,093,406</b>	<b>2,793</b>

Appendix 3

University Cash Flow Statement

For the Year Ended 31 December 2013

	2013 FY Actual (\$000)	2013 FY Budget (\$000)	Budget Variance (\$000)	2012 FY Actual (\$000)	2013 FY Forecast (\$000)	Forecast Variance (\$000)
Net Cash Flows From Operating Activities	55,302	53,748	1,554	56,544	54,292	1,010
Net Cash Flows From Investing Activities	(62,765)	(61,580)	(1,185)	(56,915)	(59,579)	(3,186)
Net Cash Flows From Financing Activities	(941)	(618)	(323)	(7,349)	(997)	56
<b>NET (DECREASE)/INCREASE IN CASH</b>	<b>(8,404)</b>	<b>(8,450)</b>	<b>46</b>	<b>(7,720)</b>	<b>(6,284)</b>	<b>(2,120)</b>
Cash Brought Forward	32,385	33,239	(854)	40,105	32,385	0
Net Foreign Exchange (Losses)	(101)	-	(101)	-	-	(101)
<b>Cash Carried Forward</b>	<b>23,880</b>	<b>24,789</b>	<b>(909)</b>	<b>32,385</b>	<b>26,101</b>	<b>(2,221)</b>

Appendix 4

Capital Expenditure Report

For the Year Ended 31 December 2013

 <b>MASSEY UNIVERSITY</b> Project Description as at 31 December 2013	Business Case	Project Budget			2013 Full Year Budget		
		Council Approved Budget (\$000)	Actual Expenditure to Date (\$000)	Forecast Final Expenditure (\$000)	Approved 2013 FY Budget (\$000)	Actual Expenditure (\$000)	2013 FY Forecast (\$000)
<b>GROUP ONE PROJECTS (RECURRENT)</b>							
IT Server and Storage Refresh		800	697	800	800	697	800
IT Communications Infrastructure		1,000	1,157	1,007	1,000	1,157	1,050
IT AV Refresh		1,000	1,028	1,000	1,000	1,028	1,045
IT Support Systems Refresh		700	377	700	700	377	700
Capital Equipment - \$2-20k		1,800	1,404	1,800	1,800	1,404	1,500
Capital Equipment - >\$20k		2,200	2,156	2,200	2,200	2,156	2,200
Capital Equipment - Farms		220	181	220	220	181	220
Capital Equipment - >\$20k Utility Vehicles	VAN	120	179	150	120	179	181
Lab and Desktop Computer Replacement		3,400	3,707	3,463	3,400	3,707	3,800
Video Linked Teaching	TBC 11/87	35	21	35	35	21	35
Halls of Residence Refurbishment-Manawatu	PN406	300	328	300	300	328	300
Campus Infrastructure							
- Albany		967	845	967	967	845	971
- Manawatu		1,066	849	1,066	1,066	849	933
- Wellington		467	414	467	467	414	500
Building Capital Renewal/Refurb Programme (inclu Space consol	PN605	2,170	1,677	2,230	2,170	1,677	1,500
VC Discretionary		436	-	436	436	-	150
Position Management Project	F48	105	128	47	47	70	70
IDEXX Analyser Equipment	IDE	49	49	49	49	49	49
Univ House AV Equip	UHAV	15	17	15	15	17	15
Library		6,600	6,605	6,600	6,600	6,605	6,100
Minor Capital Works							
-Albany		700	1,860	700	700	1,860	1,625
- Manawatu		1,100	1,005	1,100	1,100	1,005	959
- Wellington		700	782	700	700	782	700
Aircraft Overhaul and Refurbishment	AIR	250	247	150	250	247	250
Strategic Innovation Fund		300	-	300	300	-	-
<b>TOTAL GROUP ONE PROJECTS (Recurrent)</b>	<b>SUB TOTAL</b>	<b>26,500</b>	<b>25,713</b>	<b>26,502</b>	<b>26,442</b>	<b>25,655</b>	<b>25,653</b>



## MASSEY UNIVERSITY COUNCIL

### PAYMENTS TO COUNCIL MEMBERS POLICY 2014

7 March 2014

Attached please find the proposed Payments to Council Members Policy 2014. This was approved by Council in March 2013 and is unchanged. The rates as set by the Minister of Education have not changed since the Payments to Council members Policy was approved in 2012 and at this stage there has been no signal from the Minister of Tertiary Education through the Tertiary Education Commission that the rates are to change in the near future.

As a matter of good practice could you please consider the policy for reconfirmation for 2014.

Attached are:

- Payments to Council Members Policy 2014
- Summary of Maximum Allowance – Council Fees: Tertiary Education Commission
- The University Reimbursement of Expenses Policy

#### **Recommendation**

It is recommended that Council approve the Payments to Council Members Policy 2014

Paddy Nicol  
Executive Secretary  
25 February 2014



## **PAYMENTS TO COUNCIL MEMBERS POLICY 2014**

- (1) Chancellor**

  - (i) That the honoraria for the Chancellor shall be \$25,350 p.a., in recognition of the many and continuing duties of the Chancellor and his involvement in many aspects of the life of the University: and
  - (ii) That an amount for the Chancellor's hospitality of \$10,000 be budgeted and that an amount for actual and reasonable expenses (telephone, fax etc of \$5,000) also be budgeted for the Chancellor for the undertaking of duties for the University.
- (2) Pro Chancellor**

That the annual fee for the Pro-Chancellor shall be up to \$11,200 (based on 28 days at Pro-Chancellor rate) in recognition of the additional time that may be required over and above the Council and committee attendance.
- (3) Chairs of Committees**

That the annual fee for Committee Chairs (other than the Chancellor and Pro-Chancellor) of authorised Council Committees shall be \$8,960.00 (based on 28 days) in recognition of the additional time that may be required over and above the Council and committee attendance.
- (4) Lay Members of Council**

That the daily fee payable to Council Members who are not University employees, attending Council meetings, permanent Council committees or ad hoc committees or working parties (provided these are declared by Council to qualify) and preparation for these meetings, and attending graduation ceremonies shall be \$320.00 per day.
- (5) Expenses**

That actual expenses incurred in line with normal University policy (attached) shall be reimbursed for all Council Members for attendance at Council meetings and authorized committees or while undertaking duties requested by Council.
- (6) Additional Payments**

Payments for additional Council work undertaken by members may be authorised at the discretion of the Chancellor.

## REIMBURSEMENT OF EXPENSES POLICY

<b>Section</b>	Finance, Strategy and Information Technology
<b>Contact</b>	Finance
<b>Last Review</b>	September 2013
<b>Next Review</b>	September 2016
<b>Approval</b>	C13/112 – October: 3.1.1.1

### Purpose:

The purpose of this policy is to provide guidance on what the University considers appropriate costs for reimbursement to a staff member.

### Policy:

The University will reimburse a staff member for actual and reasonable expenses paid on the University's behalf by that staff member.

Any expenses reimbursed must relate directly to University business.

Only expenses approved within University policies and limits will be reimbursed. After the expense is incurred, the staff member should complete an online claim through Flexipurchase.

All requests for reimbursement must be made in accordance with the Reimbursement of Expenses Procedures as approved by the AVC Finance, Strategy and Information Technology.

All claims must be supported by original itemised receipts/invoices. If the expense is over \$50.00 this must be a GST invoice/ receipt. EFTPOS slips and copies of credit card statements do not meet the GST tax invoice requirements and are therefore not acceptable.

No staff member may approve reimbursement of his or her own expenditure. Approval must be authorised by the Line Manager to whom the staff member reports.

When submitting a reimbursement claim, staff should advise the approving signatory of any instances which do not comply with the criteria described in this policy, e.g. expenses which are not supported by a receipt or GST invoice. The approving signatory must check the staff reimbursement claim to ensure all expenses are:

- Coded to appropriate ledger code(s)
- Reasonable and comply with the Discretionary Expenditure Policy.

Authorising signatories must comply with Massey University's Delegation of Authority Document. Authorising signatories must not authorise the payment of any staff reimbursement where they have a financial interest or a potential conflict of interest.

The staff reimbursement statement with GST Tax Invoices/receipts securely attached is to be sent to the Review Team, Finance for payment within one month of incurring the expense.

---

Finance will ensure that all staff reimbursements are paid within fourteen days of receipt, providing they are complete and authorised correctly.

Staff issued with a University credit card should refer to the Credit Card Policy.

**Audience:**

All staff

**Relevant Legislation:**

None

**Legal Compliance:**

None

**Related Procedures and Documents:**

[Credit Card Policy](#)  
[Delegations of Authority Document](#)  
[Petty Cash Procedures](#)  
[Procurement Policy](#)  
[Reimbursement of Expenses Procedure](#)  
[Travel Policy](#)

**Document Management Control:**

Prepared by: Chief Financial Accountant  
Owned by: Assistant Vice-Chancellor, Finance, Strategy and Information Technology  
Approved by: Council: C13/112 – October: 3.1.1.1  
Date first issued: 6 May 2011  
Last review: September 2013  
Next review: September 2016



**MASSEY UNIVERSITY COUNCIL**

**GUIDELINES FOR THE CONDUCT OF  
COUNCIL AND COUNCIL COMMITTEE MEETINGS 2014**

**7 March 2014**

Attached please find the Guidelines for the Conduct of Council and Council Committees 2014 which are being tabled for the annual approval by Council following which they are distributed to Council's Committees.

The only proposed change is to the name. This document addresses conduct at meetings and as Council now has a Massey University Council Code of Conduct it is suggested that the title of this document includes 'meetings' to ensure clarity between the two documents.

**Recommendation**

It is recommended that Council approve the amended Guidelines for the Conduct of Council and Council Committee Meetings for 2014.

Paddy Nicol  
Executive Secretary - Council  
25 February 2014



**GUIDELINES FOR THE CONDUCT OF  
COUNCIL AND COUNCIL COMMITTEES MEETINGS 2014~~3~~**

**1.0 Scheduled meetings**

**1.1 Council**

Meetings of Council shall be held in March, May, July, September, October and December or at other times as determined by Council.

**1.2 Council Committees**

Meetings of Council committees shall be determined by the committee.

**2.0 Special meetings**

**2.1 Council**

The Chancellor

- may call a special meeting of Council; and
- shall upon receipt of a request in writing from not fewer than five members stating the business to be transacted, call a special meeting.

Notice of such a meeting shall be sent to all members not less than two clear days before the day of the special Council meeting.

**2.2 Council Committees**

The chair of a committee of Council may call a special meeting of that committee. Notice of such a meeting shall be sent to all members not less than two clear days before the day of the special meeting.

**3.0 Meeting Quorum**

**3.1 Council meetings**

The quorum for a meeting of the Council shall be a half the members then holding office if the membership is even and a majority of the members if the membership is uneven.

**3.2 Council Committee meetings**

The quorum for a Council committee meeting shall be determined by each committee's Terms of Reference.

**3.3 Apologies**

If a member of Council or a Council committee cannot attend a meeting an apology should be tendered to the secretary. The secretary will minute attendance and apologies.

**3.4 Extended Absence**

If a member plans to absent from Council or a Council committee for a period greater than three meetings the absence is confirmed by the chair and the quorum adjusted for that period.

**4.0 Meeting Chair**

**4.1 Council**

The Chancellor shall chair the Council. In the absence of the Chancellor the Pro Chancellor shall take the chair, and in the absence of both the Chancellor and Pro Chancellor the members of the Council present shall elect a member present to chair that meeting.

**4.2 Council Committees**

Committees of Council should be chaired by a member of Council. The chair of each Committee shall be determined by that committee's Terms of Reference.

**5.0 Secretary**

**5.1 Council Secretary**

The Assistant Vice-Chancellor & University Registrar shall be secretary to the Council and shall arrange to have the Council and Council committees operational work carried out.

**5.2 Committee secretaries**

The secretaries of Council's committees shall be determined by each committee's Terms of Reference.

**6.0 Business of Council**

**6.1 Initiating agenda items**

A member may initiate any matter for discussion with the leave of the chair or by giving notice of motion in writing to the secretary not less than seven clear days before the meeting at which the matter is to be considered.

**6.2 Business to be transacted**

The business to be transacted at any meeting shall be specified in the notice of the meeting and, except with the agreement of Council, no other business shall be transacted.

**6.3 Minutes of previous meeting**

At every meeting of Council and Council committees minutes of previous meetings not hitherto approved shall be submitted for approval as a correct record before any other business is transacted.

**6.4 Exclusion of the Public**

All proceedings of Council and Council committees shall be open to the public except where Council or the Council committee resolves that a matter should exclude the public. The grounds to exclude the public are attached in Appendix I.

**7.0 Conflict of Interest**

**7.1 Register of Interest**

A Register of Council members interests is held by the Secretary of Council.

**7.2 Declaration of Conflict of Interest**

Members with an actual or potential conflict of interest must declare that interest prior to the item being discussed. The interest will be recorded in the meeting minutes.

**8.0 Debate on a Motion**

**8.1 Speaking Rights**

Every member when speaking shall address the chair and shall not, without the leave of the chair, speak twice to the same motion or amendment except to ask a question or to explain some matter upon which the member has been misunderstood; provided that the proposer of any motion or amendment thereto shall be entitled to reply to the debate before the motion or amendment is put to the vote.

**8.2 Amendment of a Motion**

If an amendment to a motion under consideration is proposed the debate thenceforth shall be addressed to the amendment and not to the original motion. No amendment may be proposed to an amendment motion, but during the debate a member may give notice of intention to move a further amendment to the original motion at the conclusion of the debate on the first amendment. If an amendment on being put to the vote is carried, any further debate shall be on the original motion as amended unless a further amendment is moved.

**8.3 Interruption of a debate on any motion**

The debate on any motion may be interrupted by the raising of a question related to the motion, a point of order or by a motion for the reading of any document relevant to the matter. All such matters shall be dealt with by the chair before any further consideration of the matter before Council.

**8.4 Superseding of a debate on any motion**

The debate on any motion may be superseded by a procedural motion that the Council adjourn; or that the question be put; or that the Council proceed to the next business; or that the matter be referred (or referred back) to the relevant committee or official.

**8.5 Procedural motions**

Procedural motions shall be put to the vote immediately without discussion or debate.

**9.0 Voting**

**9.1 Decisions**

All business of the Council and Council committees shall be decided by resolution, moved by a member of Council or the Council committee and agreed to by a majority of the members voting.

**9.2 Determining the vote**

A motion of any kind being put shall be determined in the affirmative or the negative by a majority of the voices “aye” or “no”. The chair shall state whether the ayes or noes have it, and unless a division be called for, that decision shall be conclusive. Abstentions shall be called for and recorded prior to the vote.

**9.3 Determining a division**

If a division is called for, the chair shall require a show of hands, “aye” or “no”, and a majority of those voting shall determine the decision. The Chair has a deliberative vote in a division and a further vote in the case of an equality of votes.

**Notes:**

1. The Chancellor can authorize the Vice-Chancellor to release Part material II into Part I.
2. Model Standing Orders For meetings of Local Authorities and Community Boards NZS 9202:2003 and Amendment 1, 2006 shall be used as a guide on procedural matters not covered in these Guidelines.

APPENDIX 1

**Grounds to exclude the public from meetings in terms of the Local Government  
Official Information and Meetings Act 1987**

The local authority may by resolution or upon motion being made exclude the public from the whole or any part of the proceedings of any meeting only on one or more of the following grounds, namely:

1. That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information where such disclosure would be likely:
  - a. To prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial; or
  - b. To endanger the safety of any person.
  
2. That the public conduct of the whole or relevant part of the proceedings of the meeting would be likely to result in the disclosure of information where the withholding of the information is necessary to:
  - a. Protect the privacy of natural persons, including that of deceased natural persons; or
  - b. Protect information where the making available of the information:
    - i. Would disclose a trade secret; or
    - ii. Would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information; or
  - c. Protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information:
    - i. Would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied; or
    - ii. would be likely otherwise to damage the public interest; or
  - d. Avoid prejudice to measures protecting the health or safety of members of the public; or
  - e. Avoid prejudice to measures that prevent or mitigate material loss to members of the public; or
  - f. Maintain the effective conduct of public affairs through:
    - i. The free and frank expression of opinions by, or between, or to members or officers or employees of any local authority, or any persons to whom section 2(5) of the Local Government Official Information and Meetings Act 1987 applies, in the course of their duty; or
    - ii. The protection of such members, officers, employees, and persons from improper pressure or harassment; or
  - g. Maintain legal professional privilege; or
  - h. Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or

- i. Enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or
- j. Prevent the disclosure or use of official information for improper gain or improper advantage.

Provided that where paragraph 2 of this Appendix applies the public may be excluded, unless, in the circumstances of the particular case, the exclusion of the public is outweighed by other considerations which render it desirable, in the public interest, that the public not be excluded.

- 3. That the public conduct of the whole or relevant part of the proceedings of the meeting would be likely to result in the disclosure of information the public disclosure of which would:
  - a. Be contrary to the provisions of a specified enactment; or
  - b. Constitute contempt of Court or of the House of Representatives.
- 4. That the purpose of the whole or relevant part of the proceedings of the meeting is to consider a recommendation made to the local authority by an Ombudsman under Section 30(1) or Section 38(3) of the Local Government Official Information and Meetings Act 1987 (in the case of a local authority named or specified in the First Schedule of this Act).
- 5. That the exclusion of the public from the whole or relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in:
  - a. Any proceedings before the local authority where:
    - i. A right of appeal lies to any Court or Tribunal against the final decision of the local authority in those proceedings; or
    - ii. The local authority is required, by any enactment, to make a recommendation in respect of the matter that is the subject of those proceedings; and



## MASSEY UNIVERSITY COUNCIL

### COMPLIANCE POLICY

7 March 2014

#### 1.0 Purpose

1.1 The purpose of the paper is to seek **re-approval** of the Compliance Policy.

#### 2.0 Discussion

The Policy is recommended for re-approval with only a minor change to refer to The Road to 2025.

#### 3.0 Consultation

#### 4.0

Re-Approval of the Compliance Policy was endorsed by the Risk Management Committee at their meeting on 21<sup>st</sup> January 2014, and the Senior Leadership Team at their meeting on the 12<sup>th</sup> March 2014.

#### 5.0 Implications of Decision:

#### 5.1 Financial Implications and Treasury Comment

*Financial Implications* Yes  No

#### 5.2 Treaty of Waitangi Implications

*Treaty of Waitangi Implications* Yes  No

#### 5.3 Equity and Operational Implications

*People Implications (Staff/Student/Other)* Yes  No   
*Cultural & Ethnic Implications (Māori/Pasifika/New Migrant/Other)* Yes  No   
*Equity Implications* Yes  No   
*Gender Implications* Yes  No   
*Disability Implications* Yes  No   
*Information Technology Implications* Yes  No

<i>Library Implications</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>International Implications</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Teaching Implications</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Research Implications</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Other (state_____)</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

**6.0 Implementation**  
Not applicable

**7.0 Recommendations**

**7.1** It is recommended that Council approve the Compliance Policy.

Alan Davis  
AVC People and Organisational Development  
21 February 2014



**COMPLIANCE POLICY**

<b>Section</b>	Office of the University Registrar
<b>Contact</b>	Risk Management
<b>Last Review</b>	January 2014
<b>Next Review</b>	January 2016
<b>Approval</b>	C12/35 – May: 3.2.1
<b>Effective Date</b>	March 2014

**Purpose:**

To ensure that Massey University meets its legal and business compliance risks and that it conducts its activities lawfully and responsibly.

**Policy:**

Massey University is committed to meeting its strategic intent as stated in the Road to ~~2020~~2025, and in order to do so must ensure it meets its compliance obligations to staff, students and wider community stakeholders.

Massey University is a separate legal entity that has legal obligations in its own right. Equally the University faces liability for any breaches of those obligations, of which there are many in the modern context. Compliance with those obligations is therefore essential. Massey University is committed to the maintenance and continuous improvement of the compliance framework and processes, and the development of a compliance culture within the University.

The Council of Massey University has all powers, under provisions of the Education Act 1989, and Amendments, reasonably necessary to enable it to perform its function efficiently and effectively. The Council may elect to appoint committees and to delegate such powers. The Council of Massey University, through its Audit and Risk Committee, is responsible for approving the Compliance Policy, and overseeing the University's compliance with laws and regulations, reporting obligations and Council approved regulations and policies.

The Vice-Chancellor (Chief Executive) manages the academic and administrative affairs of the University, in accordance with the Education Act 1989 and Amendments, and the delegations of Council. In turn, the Vice-Chancellor may delegate through each level of the University to allow the University's affairs to be conducted. The Vice-Chancellor is responsible for recommending for approval the University's Compliance Policy and approving the associated Compliance Programme and Register of Compliance Obligations, and for ensuring that these are aligned with Massey University's strategic and operational goals and objectives and with relevant New Zealand legislation.

The Vice-Chancellor, and the Senior Leadership Team, must ensure that sufficient resources are committed to assure a reasonable opportunity that Massey University will meet its compliance obligations.

The Risk Manager, in conjunction with compliance specialists within the University, is responsible for coordinating the maintenance and promulgation of the Register of Compliance Obligations, for providing appropriate support and ensuring training for staff in compliance related matters; and for monitoring and reporting on compliance activities.

University policies and procedures and processes must reflect not only the legislative compliance requirements, but also compliance requirements where applicable in respect of mandatory or voluntary codes or sector standards.



Managers at all levels of the University must be made aware of their responsibility for the recognition and management of compliance risks within their area of influence and control and for reporting compliance.

Each staff member in the University is ultimately, in effect a delegate of the Council, through the office of the Vice-Chancellor. All delegated powers must be used and exercised appropriately. Each person, therefore must become aware of what the University should and should not do, and comply accordingly.

Massey University is committed to a compliance programme based upon the principles described in Australian/New Zealand Standard NZS/AS 3806:2006 Compliance Programmes, which are:

## 1. Commitment

- 1.1 Commitment to effective compliance that permeates the whole organisation
- 1.2 A Council approved Compliance Policy that is aligned to the University's Road to [2020-2025](#) Strategy, goals and objectives.
- 1.3 Appropriate resources to develop, implement, maintain and improve the compliance programme
- 1.4 The objectives and strategy of the compliance programme which are approved by the Vice-Chancellor and Senior Leadership team
- 1.5 Compliance obligations are identified and assessed

## 2. Implementation

- 2.1 Responsibility for compliant outcomes is clearly articulated and assigned
- 2.2 Training needs are identified and addressed to enable managers and staff to fulfil their compliance obligations
- 2.3 Behaviours that create and support compliance are encouraged, and behaviours that compromise compliance are not tolerated.
- 2.4 Controls are in place to manage identified compliance obligations and achieve desired behaviours.

## 3. Monitoring and Measuring

- 3.1 Performance of the compliance programme is monitored, measured and reported
- 3.2 The University will be able to demonstrate its compliance programme through documentation and practice

## 4. Continual Improvement

- 4.1 The Compliance programme is regularly reviewed and improved

## Definitions:

**Compliance:** Adhering to the requirements of laws, industry and organisational standards and codes, principles of good governance and accepted community and ethical standards.

**Compliance Culture:** The values, ethics and beliefs that exist throughout an organisation and interact with the organisation's structures and control systems to produce behavioural norms that is conducive to compliance outcomes.

**Compliance Failure:** An act or omission whereby an organisation has not met its compliance obligations, processes or behavioural obligations.

**Compliance Programme:** A series of activities that when combined are intended to achieve compliance.

**Register of Compliance Obligations:** A schedule of compliance obligations that have been identified by Massey University and are maintained by the Risk Management Office.



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**Legal Compliance Programme:** The process of annual attestation of compliance with relevant New Zealand legislation.

**Audience:**

All staff

**Relevant legislation:**

As detailed at [www.legislation.govt.nz](http://www.legislation.govt.nz)

**Legal compliance:**

Massey University, as a separate legal entity, is obliged to comply with all New Zealand legislation.

**Related procedures / documents:**

NZS/AS 3806:2006 Compliance Programmes  
Compliance Framework  
Register of Compliance Obligations and Responsibilities  
Legal Compliance Procedure

**Document Management Control:**

Prepared by: Risk Manager  
Authorised by: AVC and University Registrar  
Approved by: C12/35 – May: 3.2.1  
Date issued: 2 March 2012  
Last review: January 2014  
Next review: January 2016  
Effective date: March 2014



## MASSEY UNIVERSITY COUNCIL

# CONTROLLED ENTITIES GOVERNANCE FRAMEWORK POLICY REVIEW 2014

7 March 2014

### 1.0 Purpose

- 1.1 The purpose of the paper is to seek re-approval, with minor change, of the **Controlled Entities Governance Framework Policy**.

### 2.0 Introduction

The Controlled Entities Governance Framework Policy [Policy] was established in 2011 after broad consultation and receiving expert advice, and was subsequently approved by Council. The purpose of the Policy was to ensure that the activities of Controlled Entities were in accordance with that of the University's statutory responsibilities, and that robust risk management processes were in place to ensure that these activities do not present unacceptable risk to the parent entity.

The Policy is recommended for re-approval without minor change (Appendix One).

An annual review of compliance of Controlled Entities with their governing documents, and with the Policy was undertaken by Risk Management in late 2013, raised a number of issues which pose risk for the University, and for which remediation is being addressed.

### 3.0 Discussion

Changes are recommended to the Controlled Entities Governance Policy, to clarify the materiality of assets for which disposal is not permitted without University consent.

### For information;

Appendix One: Controlled Entities Governance Framework Policy

### 4.0 Consultation

Changes to the Policy pertaining to asset materiality have been recommended by AVC Strategy, Finance, IT and Commercial Operations. The Policy and supporting registers were endorsed by the Risk Management Committee at their meeting on 21<sup>st</sup> January 2014, and by the Senior Leadership team at their meeting on 12<sup>th</sup> March 2014.

## 5.0 Implications of Decision:

Although there are no Policy changes recommended, attention is drawn to the non-compliance identified in the 2013 review.

## 6.0 Financial Implications and Treasury Comment

*Financial Implications* Yes  No

## 6.1 Treaty of Waitangi Implications

*Treaty of Waitangi Implications* Yes  No

There are no Treaty of Waitangi implications.

## 6.2 Equity and Operational Implications

<i>People Implications (Staff/Student/Other)</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Cultural &amp; Ethnic Implications (Māori/Pasifika/New Migrant/Other)</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<i>Equity Implications</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Gender Implications</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Disability Implications</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Information Technology Implications</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Library Implications</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>International Implications</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Teaching Implications</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Research Implications</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Other (state _____)</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

6.2.1 If 'Yes' on any of the above, please explain.

## 7.0 Implementation

As with approval of all new and/or existing policies, communication to staff will occur through the usual multiple channels of email notifications, website updates, and appropriate communications briefings for SLT and Managers.

### Implementation of Decision

As above

**8.0 Recommendations**

- 8.1 It is recommended that Council approve the Controlled Entities Governance Framework Policy

Alan Davis  
**AVC People and Organisational Development**  
21 February 2014



## CONTROLLED ENTITIES GOVERNANCE FRAMEWORK POLICY

<b>Section</b>	Risk Management
<b>Contact</b>	Risk Management
<b>Last Review</b>	<del>July 2014</del> <u>December 2013</u>
<b>Next Review</b>	<del>October 2013</del> <u>December 2016</u>
<b>Approval</b>	<del>C11/133 December: 3.1.2</del>
<b>Effective Date</b>	<u>1<sup>st</sup> March 2014</u>

### Purpose:

This policy establishes a governance framework to assist Council and University Management to discharge their responsibilities effectively in relation to controlled entities.

### Policy

#### Introduction

Massey University is empowered under Section 192(1) of the Education Act 1989 to establish entities to undertake activities that are consistent with the University's objects and functions.

Massey University has a number of entities which have been established for a variety of reasons. These include subsidiary companies, joint ventures, and other legal entities, such as Trusts. Each is a separate legal entity to the University, governed by its own Governance Board, but each entity is connected to the University financially, legally and operationally ("Controlled Entities"). Massey University also has a number of Associated Entities where investment is significant, but which are not within the scope of this policy.

This *Controlled Entities Governance Framework Policy* establishes a framework which is consistent with the University's strategic goals as described in The Road to 2020, and responsible governance and risk management practices, to assist Council and University Management to discharge their respective responsibilities effectively in relation to Controlled Entities.

The *Register of Controlled Entities* details those entities in which the University has a controlling stakeholder role.

The *Controlled Entities Reporting Schedule* details the annual reporting cycle that Boards of Controlled Entities must provide to Council via the Audit and Risk Committee.

### Policy

The Massey University Council is responsible for

- Approving establishment, or acquisition, and authorising the participation of the University in Controlled Entities,
- Approving appointment of Directors to Controlled Entities



- Approving the Statement of Corporate Intent of Controlled Entities that establishes the systems of control and accountability of Controlled Entities to Council,
- Monitoring and providing oversight of the activities of the Controlled Entities
- Receiving and reviewing regular reports to the Council (in a format approved by the Council) including by not limited to reports on performance against approved business strategy and performance targets of the entity, and risk, as described in the relevant Statement of Corporate Intent (SCI).
- Disposal or divestment of Controlled Entities

### **Establishment of Controlled Entities**

The Council must approve the establishment or acquisition of, and participation in, a Controlled Entity.

The Vice Chancellor will provide to the Council a preliminary proposal on the potential establishment or acquisition of a Controlled Entity, including the recommendation for the appointment of directors and officers of the Controlled Entity.

If the Council endorses the preliminary proposal, the Vice Chancellor will provide a Business Case (where required by Council) and draft Company Constitution (or equivalent) for consideration by the Audit and Finance Committee of Council, and a draft recommendation for approval by Council.

The Audit and Risk Committee of Council may seek advice from any Council member, and/or senior University staff, as appropriate, in relation to risk management, the constitutional provision, and/or legal and financial aspects of the business plan and/or constitution. If satisfied with the recommendations of management, the Audit and Risk Committee will forward to proposal to Council for approval.

Once the establishment of the Controlled Entity has been approved by Council, management will ensure that the Controlled Entity is accountable and operates within a system of internal control that allows the Council to verify and understand the appropriateness of decision making and management.

Subject to the requirements of this policy the Controlled Entity will operate independently of the University and will maintain and manage its own operations in accordance with the Education Act 1989, other relevant legislation, constitution, and where applicable any agreement with Massey University.

### **Reporting, Governance and Monitoring**

The Council will advise the Board of Controlled Entity of the Council reporting requirements for University Controlled Entities as described in the *Controlled Entities Reporting Schedule*.

In addition to routine reporting requirements to Council, the Board of the Controlled Entity must advise the University through the Vice-Chancellor (or AVC and University Registrar as the Vice-Chancellors Delegate) of any threatened or potential legal action involving the Controlled Entity.

Massey University Management (through the Office of the AVC and University Registrar) must maintain a *Register of Controlled Entities*, and will report this Register to Council at least annually.

### **Requirements of Controlled Entities**

Controlled entities of the University must operate high standards of governance in order to meet stakeholder expectations, and to meet legal obligations.



The Constitution of the Controlled Entity must be consistent with the objects and functions of the University and must not exceed the powers of the University as set out in the Education Act 1989. It must comply with any obligations imposed by law from time to time including but not limited to, for example;

- Activities must be appropriate for Universities and undertaken without disadvantage to the core activities of the University
- No borrowing or otherwise raising funds other than from the University
- No issuing of shares, or options to acquire shares to other parties
- No acting as an Agent of the University, or making warranties or representations on the part of the University without authority
- No committing University resources into contractual obligations with other parties without University authority
- Entering into joint ventures without prior University permission
- No providing loans or benefits to directors, other than directors fees (if any)
- No investing funds except in accordance with University Policy
- No mortgaging or charging assets without University consent
- No disposing of **tangible** assets **above \$5,000** without University consent
- **No disposing of intangible assets without University consent**
- Such other matters as may be determined by Council

## **Requirements of the Board of the Controlled Entity**

The Board of the Controlled Entity is responsible for

- Managing the Controlled Entity with particular regard to the best interests of the University, and in accordance with law and relevant policy and procedure.
- Maintaining oversight of the performance of the Controlled Entity, including the performance of any subsidiaries and/or spin-out companies of the Controlled Entity
- Documenting and implementing a clear business strategy and performance criteria against which outcomes are reported on the basis agreed in the *Controlled Entities Reporting Schedule*.
- Adopting a risk management policy and process which is consistent with the Massey University Risk Management Framework.
- Establishing systems to monitor and review the effectiveness of internal controls within the Controlled Entity
- Providing an annual report to the Vice-Chancellor by 31<sup>st</sup> March each year. The report would normally include
  - o a review of performance of the past year as measured against objective
  - o planned performance for the next year
  - o overview of the operating environment
  - o key risks and risk management strategies
  - o annual audited financial statements
  - o list of directors and officers of the entity

## **Definitions:**

**Associated entity:** means an entity over which the University has significant influence by virtue of investment, but that is neither a subsidiary nor an interest in a joint venture

**Board:** means the Board of a Massey University Controlled Entity

**Company:** means a legal entity established in New Zealand under the Companies Act 1993.



**Constitution:** means the company constitution of the Controlled Entity. Alternatively, it means the founding document such as a Trust Deed (in case of a Trust), Joint Venture Agreement, and Partnership Agreement

**Controlled Entity:** means organisations which are separate entities to the University, but over which either the University has control or is deemed by the Council or the Vice-Chancellor to have control, through its capacity to dominate decision making, directly or indirectly, in relation to financial and non-financial matters pertaining to the entity. Such entities may be incorporated, such as companies, trusts, joint ventures, or unincorporated, such as partnerships, Centres of Research Excellence CoRES, or joint ventures.

**Council:** means the Council of Massey University

**Director:** means a person who has capacity to influence in a material way the financial, operational and/or policy direction of the Controlled Entity whether appointed to a position of Director of a company, a Trustee of a Trust, or a Partner of a Partnership, or Office bearer of an association whether incorporated or not.

**External:** in relation to a Controlled Entity means that person involved in the governance of the entity who is not a staff member or student of the University.

**Spin-out company:** means an entity set up to make commercial use of new technology and/or intellectual property that has been developed through research.

**Statement of Corporate Intent:** in relation to a Controlled Entity means the agreement between the Council and the Controlled Entity in relation to performance against planned strategy.

## **Audience:**

Council and University Management

## **Relevant legislation:**

Companies Act 1993  
Charities Act 2005  
Education Act 1989

## **Legal compliance:**

**Companies Act 1993;** Obligations of the Companies Act will apply to companies, in particular Section 208, which requires the Board to prepare and annual report, within 5 monthly after the balance date of the company; Section 209 which requires an annual report to be sent to every shareholder: Section 214 requires filing of an Annual Return with the Companies Officer Registrar.

**Charities Act 2005:** Organisations registered on the Charities Register are required under Section 40 to notify changes of business details and officers, and under Section 41 to prepare and lodge an annual return with the Charities Commission within 6 months of balance date

**Education Act 1989:** Stipulates the powers and functions of the University. In particular, it limits the nature of the activities that the University may undertake (Section 192(2)) and it limits the exercise of powers in respect of those permitted activities (Section 192(4)) unless the University is Trustee (Section 195).

## **Related procedures / documents:**



Policy on Conflict of Interest and Commitment  
Register of Controlled Entities  
Controlled Entities Reporting Schedule  
Formation of Spin-out Companies Policy

**Document Management Control:**

Prepared by: Risk Manager  
Authorised by: AVC [Operations](#) and University Registrar  
Approved by: ~~C11/133 December: 3.1.2~~  
Date issued: 7 October 2011  
Last review: ~~July 2014~~ [December 2013](#)  
Next review: ~~October 2013~~ [December 2016](#)



## MASSEY UNIVERSITY COUNCIL

# CONTROLLED ENTITIES GOVERNANCE REPORTING SCHEDULE REVIEW 2014

7 March 2014

### 1.0 Purpose

1.1 The purpose of the paper is to seek re-approval of the **Controlled Entities Reporting Schedule for 2014**.

### 2.0 Introduction

The Controlled Entities Governance Reporting Schedule for 2014 (Appendix One) has been updated with changes enacted over the last year and requires approval.

An annual review of compliance of Controlled Entities with their governing documents, and with the Policy was undertaken by Risk Management in late 2013, raised a number of issues which pose risk for the University, and for which remediation is being addressed.

### 3.0 Discussion

In 2013, one new Controlled Entity, Massey Global Limited, was established with the approval of Council.

In late 2013, while completing the annual update of the Controlled Entities Register, the Risk Management Office identified a number of compliance issues that require attention of management.

The issues are summarised as follows;

1. The Policy requires certain Controlled Entities to report to the University Council, but not all entities are reporting as required.
2. A review in August 2013, confirmed that risk management processes in two key entities, namely Massey Ventures Limited, and Massey Foundation, do not align with those of the University, as is required under the Policy.

3. A detailed year-end review of all Controlled Entities indicated a large number of issues of a compliance nature that require remediation. These issues relate to compliance with the entities governing documents. Remedial actions will be progressed by the AVC Operation, International and University Registrar, with support of Risk Management.
4. Please note: An internal audit review of Massey Foundation is scheduled for 2014.
5. Please note: Creative Campus Enterprises Limited previously de-registered, was re-registered in 2013 by the University's sole Director. The Risk Management Office has been unable to ascertain Council approval for this action, but de-registration by the Companies Office was completed week commencing 20<sup>th</sup> January 2014.

**For information;**

Appendix One: Controlled Entities Register: Reporting Schedule 2014

**4.0 Consultation**

The Reporting Register was endorsed by the Risk Management Committee at their meeting on 21<sup>st</sup> January 2014, and by the Senior Leadership team at their meeting on 12<sup>th</sup> March 2014.

**5.0 Implications of Decision:**

Attention is drawn to the non-compliance identified in the 2013 review. A programme of work has been identified and this will need management action, responsibilities assigned, and timelines set.

**6.0 Financial Implications and Treasury Comment**

*Financial Implications* Yes  No

**6.1 Treaty of Waitangi Implications**

*Treaty of Waitangi Implications* Yes  No

There are no Treaty of Waitangi implications.

**6.2 Equity and Operational Implications**

<i>People Implications (Staff/Student/Other)</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Cultural &amp; Ethnic Implications (Māori/Pasifika/New Migrant/Other)</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<i>Equity Implications</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Gender Implications</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Disability Implications</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Information Technology Implications</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Library Implications</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>International Implications</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<i>Teaching Implications</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

*Research Implications* Yes  No   
*Other (state \_\_\_\_\_)* Yes  No

6.2.1 If 'Yes' on any of the above, please explain.

## 7.0 Implementation

A programme of work has been identified and this will need management action, responsibilities assigned, and timelines set.

### Implementation of Decision

As above

## 8.0 Recommendations

8.1 It is recommended that Council approve the Controlled Entities Register: Reporting Schedule for 2014.

Alan Davis  
AVC People and Organisational Development  
21 February 2014

# CONTROLLED ENTITIES REGISTER: REPORTING SCHEDULE

RMC2014/07  
APPENDIX ONE

Last updated 6/12/13: Bold entries denote MU appointment

Ref	Name of organisation	Founding document	Legal entity	Purpose	Incorporation number	% shareholding	MU Directors or Representatives	Contact	Governance Reporting requirements
1	Massey Global Limited	Constitution 2 July 2013	Company	Holding Company for International Contracts and Equity Holdings	4506378	100%	Rose Anne MacLeod (MU), Bernard Derek Vanderkolk, Steve Maharey, Stuart Morriss, Anne Walker	Stuart Morriss	Reporting to Council required in accordance with Controlled Entities Governance Framework Policy is required because MU has 50% or more of shareholding (Criteria 1) and authority to appoint 50% or more of the Directors (Criteria 2).
2	Massey University Foundation	Deed of Trust July 2004	Charitable Trust	1.To be recipient and manager of gifts to Massey University 2. To plan, develop, implement and secure funding for special projects of strategic importance to the University	1896455 CC27593	n/a	Steve Maharey (MU) Brian Ward Nigel Gould John Harrison Colin Harvey (Murray) John Luxton	Mitch Murdoch. Director Alumni	Currently reporting to Council required in accordance with Controlled Entities Governance Framework Policy. This is required because MU has authority to appoint more than 50% of Trustees (Criteria 3).
3	Massey University (Management and Valuation) Property Foundation	Trust Deed 29 July 1988	Charitable Trust	Promote research and teaching of property management and valuation	392322 CC44606 Deregistered	n/a	n/a	Prof. Martin Young/Song, Shi	Reporting to Council required in accordance with Controlled Entities Governance Framework Policy required because MU has authority to appoint more than 50% of Trustees (Criteria 3).
4	The Sydney Campbell Foundation	Deed of Trust 5 August 1983	Charitable Trust	To manage trust funds and income from Riverside farm which has been leased to Massey University for 100 years from March 1978. Income available for farm investment and student bursaries. Further 100 year right of renewal to lease on expiry in 2078	256945	n/a	Vice-Chancellor (MU), Dame Margaret Millard (MU) Prof Robert Anderson (MU), Mrs Gill Murray (WC), Mr Tony Didsbury (WC)	Richard Cronin	Reporting to Council required in accordance with Controlled Entities Governance Framework Policy required because MU has authority to appoint more than 50% of Trustees (Criteria 3).

## CONTROLLED ENTITIES REGISTER: REPORTING SCHEDULE

RMC2014/07  
APPENDIX TWO

5	New Zealand School of Music Limited	Constitution 23 August 2006	Company	The goal of NZSM is to be NZ's pre-eminent provider of University-level music education.	1782937	50%	Andrew Simpson, Rose Anne MacLeod (MU), Deborah Margery Willis, Patrick John Walsh, Claire Elizabeth Robinson (MU), Steve Maharey (MU)	Don Taylor	Currently reporting to Council required in accordance with Controlled Entities Governance Framework Policy. This is required because MU has 50% or more of shareholding (Criteria 1) and authority to appoint 50% or more of the Directors (Criteria 2).
6	Massey Ventures Limited	Constitution 5 September 2003	Company	To act as a holding company for Massey University subsidiaries and to maximise value from intellectual property	1382303	100%	Rose Anne MacLeod (MU), Brigid Heywood (MU), Terence James Allen, Andrew Lewis	Don Taylor	Currently reporting to Council required under the Controlled Entities Framework Policy
7	Venture Trust	Trust Deed dated 22nd April 2006	Charitable Trust	Investment in research and development in NZ agriculture and land use	1857675 CC25538	n/a	Steve Maharey (MU) Robert Anderson (MU) John Lambert Helen Lucy Robin Ojala Allan Rae (MU) John Springford Hamish Gow (MU)	Prof A. Rae	Reporting to Council required in accordance with Controlled Entities Governance Framework Policy required because MU has authority to appoint more than 50% of Trustees (Criteria 3).
8	Massey-Lincoln and Agricultural Industry Trust	Deed of Trust	Charitable Trust	Education/training/research under PfX funding.	CC36879	n/a	Philip Luscombe Jeffrey Grant Julian Raine Anthony Hall	Stuart Morriss	Reporting to Council required in accordance with Controlled Entities Governance Framework Policy required because MU has authority to appoint more than 50% of Trustees (Criteria 3).

## CONTROLLED ENTITIES REGISTER: REPORTING SCHEDULE

RMC2014/07  
APPENDIX TWO

9	Agri One Limited	Constitution lodged 10/01/2012 and Revoked & New Constitution lodged 8/06/2012	Company	Joint venture with Lincoln University	3508272	50%	Andrew West Chris Kelly, Steve Maharey, Rose Anne MacLeod, Stefanie Rixecker	Mark Jeffries CEO Agri One Ltd, Massey Univeristy	Reporting to Council required in accordance with Controlled Entities Governance Framework Policy required because University shareholding is 50% and has rights under Constitution to appoint 50% of directors - Criteria 1 and 2 of Controlled Entities Governance Framework Policy.
10	New Zealand Food Innovation Network Limited	Constitution (not yet lodged with Compnies Office)	Company	To be an accessible, national network of science and technology resources to support the growth and development of New Zealand food & beverage businesses of all sizes by providing facilities and the expertise needed to develop new products and process from idea to commercial success.	3693095	25%	Richard Archer (MU), Garth Carnaby, Roger Gower, James McClean, Reindent Spaans	Richard Archer (Alan McBride)	Reporting requirements not determined at this stage. To be determined in SCI and/or Constitution
11	Student Services Trust Massey@ Wellington	Trust Deed 8 March 1993	Charitable Trust	Provision of non-academic services to Massey University Students Wellington Region	575459 CC25061	n/a	Thomas Hardy, Deanna Riach, Dennis Jenkins, Charlotte Webb, Susan Gray, Brian Davies	Hazel Purre	Not required to report to Council. Trustee's required to report annually on activities & financial position of the trust and make available to Massey University Wellington (clause 8.6) and have accounts audited annually also - therefore a VC reporting requirement only.
12	MaWSA Trust	Deed of Trust 1975 <i>(No copy on file)</i>	Unincorporated Trust	To invest and manage annual building fund levies for the provision of a Student Amenities building and other equipment and encouragement of recreation and study among members of the association	CC37639	n/a	Deanna Riach Thomas Hardy, Charlotte Webb	Hazel Purre	Not required to report to Council in respect to crteria 1-3 of the Controlled Entities Governance Framework Policy
13	Polytechnics International (New Zealand) Limited	Constitution 09 Feb 2000	Company	The objects of the company are to carry on all activities solely for the benefit and charitable purposes of the Tertiary Education Institutions which are from time to time members of the Company and not for the private pecuniary profit of any individual.	636162	3%	Mark Flowers, Tony Gray, John Harre, Brian Rhoades, Linda Sissons	TBA	Not required to report to Council in respect to crteria 1-3 of the Controlled Entities Governance Framework Policy

## CONTROLLED ENTITIES REGISTER: REPORTING SCHEDULE

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APPENDIX TWO

14	FarmPro Systems Limited	Constitution 13 Sep 2000	Company	Provides recommendations on how to improve efficiency and increase production in pig herds thereby maximising profits through better management using the PigWIN®system.	1046307	43%	John Harrison	TBA	Not required to report of Council based on Criteria 1 -3 of Controlled Entities Governance Framework Policy
15	Meat Biologics Research Limited	Constitution	Company	Meat Biologics Research Ltd (MBRL) is developing innovative added value products from New Zealand meat to meet the demands of the nutraceutical and food industries worldwide. MBRL commissions leading scientific research to develop these products and to support product claims.	1265114	20%	Nicholas Daniels, William Falconer, Richard Furneaux, <b>Paul Moughan (MU)</b> , Crosbie Spooner	Prof. Paul Moughan	Not required to report to Council. Note: only one director appointed by MU and as only a 25% shareholder no requirement to report to Council under Criteria 1-3 of Controlled Entities Governance Framework Policy
16	Johne's Disease Research Limited	Constitution	Company	Research company tasked to seek and dispense funds for research into Johne's disease.	2113585	14%	Tim Carpenter, Graeme Milne, Ian Sutherland, Amanda Bell, Stephen Harcourt, John Hillerton, Richard Wakelin	Prof. Frazer Allan, IVABS-	Not required to report to Council. Only one director appointed by Massey University (others by other members of the JV) therefore as only 14% shareholding no requirement to report of council based on Criteria 1 -3 of Controlled Entities Governance Framework Policy
17	New Zealand Synchrotron Group Limited	Constitution	Company	A company formed by Auckland, Massey, Waikato, Victoria, Lincoln, Canterbury and Otago universities, Crop and Food Limited, AgResearch Limited and GNS Science Limited, as the New Zealand investor in the Australian Synchrotron. As a foundation investor, the Company will have a say in the ongoing strategic direction of the facility as well as securing specific access rights.	1865516	15%	Garth Carnaby Desmond Darby <b>Geoffrey Jameson (MU)</b> James Metson Ian Shaw	Prof. Geoff Jameson CoS	Not required to report of council based on Criteria 1 -3 of Controlled Entities Governance Framework Policy

## CONTROLLED ENTITIES REGISTER: REPORTING SCHEDULE

RMC2014/07  
APPENDIX TWO

18	SN Management Limited	Constitution 5/11/2009, Amended 2010	Company	A company formed to commercialise Omega-3 fish oil	2321068	9.76%	<b>Paul Moughan (MU)</b> <b>Harjinder Singh (MU)</b> Richard Speirs Rodney Wong	Prof Paul Moughan, Riddett Centre, Prof Harjinder Singh, Riddett Centre.	Not required to report to Council under Controlled Entities Governance Framework Policy
19	Massey University (Palmerston North) Community Christan Centre Trust	Trust Deed dated 10th January 2003	Charitable Trust	Establishment of the Christian Centre on Massey Univeristy campus	1272626 CC23718	n/a	David broderick, Kenneth Milne, Charles Andrews, Ian McIvor, Lynette Roberts-King, Stephen Jourdain, Paul Stock, <b>Sandi Shillington (MU)</b> , Martin Gunn	Chaplain at Massey Univeristy	Not required to report to Council under Controlled Entities Governance Framework Policy.
20	Massey University Albany Early Childhood Centre	Rules, 1997	Incorporated Society	Early Childhood Centre Operators on Albany campus	844010, CC32303	n/a	Colleen O'Brien, Joanne Catley, Georgina O'Sullivan, Nickolas Lovett, Racheal Holling, Fono Teio, <b>Rod Grove (MU)</b> , <b>Wendy O'Brien (MU)</b>	Rod Grove	Not required to report to Council under criteria 1-3 of Controlled Entity Governance Framework Policy



## MASSEY UNIVERSITY COUNCIL

### AUDIT AND RISK COMMITTEE TERMS OF REFERENCE 2014

7 March 2014

#### **Purpose**

The Audit and Risk Committee Terms of Reference have been reviewed by the Audit and Risk Committee who recommend to Council that the attached Audit and Risk Committee Terms of Reference 2014 be approved.

#### **Background**

In 2012 the Audit and Risk Committee Terms of Reference were amended to reduce duplication between the Audit and Risk Committee and Council considerations of matters given that they both met on the same day. The main change was that financial matters were considered by Council rather than both the Audit and Risk Committee and Council.

In March 2013 Council approved changes correcting the name of the Treasury Policy and title changes.

Further title changes are required from 2014 as follows:

1. Assistant Vice-Chancellor Finance, Strategy and Information Technology to Assistant Vice-Chancellor Finance, Strategy, IT and Commercial Operations; and
2. Assistant Vice-Chancellor Operations and University Registrar to Assistant Vice-Chancellor Operations, International and University Registrar

#### **Recommendation**

It is recommended that Council approve the Audit and Risk Committee Terms of Reference for 2014 as attached.

Kura Denness  
Chair Audit and Risk Committee



## MASSEY UNIVERSITY COUNCIL

### AUDIT AND RISK COMMITTEE TERMS OF REFERENCE 2014

#### 1. Constitution

The Audit & Risk Committee shall be a committee of the Massey University Council established by the Council.

#### 2. Objectives

The objective of the Committee is to assist the Council in discharging its responsibilities relative to financial reporting, risk management and regulatory conformance.

#### 3. Responsibilities

The responsibilities of the Audit and Risk Committee are primarily Risk and Audit and Treasury Oversight. Specific responsibilities include:

##### **Risk:**

- (a) To agree a risk management framework for the Committee and Council (to ensure quality reporting is available to Council members).
- (b) To monitor University risk assessments and the internal control instituted.
- (c) To review the terms of insurance renewal.
- (d) To review the risk related policies.

##### **Audit:**

- (a) To provide oversight of compliance with statutory responsibilities relating to financial and other requirements.
- (b) To review the appointment of the external auditors and their fees, agree the timetable for efficient completion of the audit, monitor managements and implementation of the auditor's findings.
- (c) To review the annual audit plan with external auditors.
- (d) To review external audit findings and the annual financial statements.

- (e) To review accounting and asset management policies.
- (f) To agree the internal audit programme, review the findings of internal audits and to monitor management response and implementation of their recommendations.
- (g) To ensure that recommendations highlighted in internal audit reports are actioned by management.
- (h) To review the internal auditors and their activities.
- (i) To review post-implementation efficiency and effectiveness audits of projects and policies for report back to Council.
- (j) To liaise with internal and external auditors.

**Treasury Oversight:**

- (a) Approve the annual Treasury Policy and Treasury Framework
- (b) Exercise oversight of compliance of the Treasury Policy and Treasury Framework.

**Other:**

- (a) To supervise special investigations when requested by Council.
- (b) To provide input, at the request of management, at the preliminary development stage of significant and/or high risk proposals prior to submission to Council
- (c) Examine any other matters referred to it by the Council.

**4. Disclosure of Serious Wrongdoing**

The Chair of the Audit & Risk Committee shall be a nominated person to receive disclosures of wrong-doing (Whistle Blowers Policy).

**5. Authority**

The Committee is authorised by the Council to investigate any activity within its terms of reference. It is authorised to seek any information it requires from any employee and all employees will be directed to co-operate with any request made by the Committee.

The committee is authorised by the Council to obtain, at the expense of the institution, outside legal or other independent professional advice and to arrange for the attendance at meetings, at the expense of the institution, of outside parties with relevant experience and expertise if it considers this necessary.

**6. Review of the Committee**

The Committee shall undertake an annual self-review of its objectives and responsibilities. Such objectives and responsibilities shall also be reviewed by the Council, the Vice-Chancellor and any other person the Council considers appropriate.

**7. Secretarial and Meetings**

The secretary of the Committee shall be appointed by the Council.

A quorum of members of the Committee shall be three.

The Committee may have in attendance such members of management and such other persons including the external auditors, as it considers necessary to provide appropriate information and explanations.

All Council Members shall be entitled to attend meetings of the Committee.

Reasonable notice of meetings and the business to be conducted shall be given to the members of the committee, all other members of the Council, the Vice-Chancellor and officers of the University normally in attendance.

Minutes of all meetings shall be kept.

**8. Reporting procedures**

The Committee shall maintain direct lines of communication with external auditors, the Vice-Chancellor, the Assistant Vice-Chancellor Operations, International & University Registrar, the Assistant Vice-Chancellor Strategy, Finance, IT and Commercial Operations, the internal auditor and with management generally including those responsible for non-financial risk assessment.

The Vice-Chancellor and the Assistant Vice-Chancellor Strategy, Finance and IT and Commercial Operations shall be responsible for drawing to the Committee's immediate attention any material matter that relates to the financial condition of the institution, any material breakdown in internal controls, and any material event of fraud or malpractice.

After each Committee meeting the chairperson shall report the committee's findings and recommendations to the Council.

A report of all committee meetings shall be circulated to members of the Council and to such other persons as the Council directs.

**9. Membership**

The membership of the Audit and Risk Committee shall be:

Chancellor

Pro-Chancellor

Five (5) Members of Council appointed on an annual basis.

Council appoints the five members of Council for one-year terms on the recommendation of the Chancellor.

The Chairperson of the Audit and Risk Committee shall be elected by the Council on an annual basis but on the recommendation of the Committee. The Chancellor shall not be the Chair.

In Attendance:

Vice-Chancellor  
Assistant Vice-Chancellor Operations, International & University Registrar  
Assistant Vice-Chancellor Strategy, Finance, IT and Commercial  
Operations  
Risk Manager  
Executive Secretary

The Audit and Risk Committee will meet bi-monthly prior to Council meetings and will report to Council.



## MASSEY UNIVERSITY COUNCIL

### PERFORMANCE REVIEW COMMITTEE TERMS OF REFERENCE 2014

7 MARCH 2014

#### **Purpose**

The Performance Review Committee Terms of Reference are reviewed annually by the Performance Review Committee who recommends to Council the reviewed Terms of Reference for approval.

#### **Background**

The Performance Review Committee met on 19 February 2014 and reviewed the Performance Review Committee Terms of Reference 2013. One change was recommended. Based on the current reporting framework the Committee resolved that any periodic review was unnecessary.

Please find attached the Performance Review Committee Terms of Reference 2014 (tracked) as recommended by the Performance Review Committee for approval by Council.

#### **Recommendation**

It is recommended that the Performance Review Committee Terms of Reference 2014 be approved by Council.

Ben Vanderkolk  
Chair  
Performance Review Committee  
26 February 2014



## MASSEY UNIVERSITY COUNCIL

### PERFORMANCE REVIEW COMMITTEE TERMS OF REFERENCE 2014

#### 1. Constitution

The Performance Review Committee shall be a committee of the Massey University Council established by the Council.

#### 2. Objectives

The objective of the Committee is to assist the Council in discharging its employer responsibilities in respect of the Vice-Chancellor, under the contract of employment of the Vice-Chancellor and section 180(1)(a) of the Education Act 1989.

#### 3. The responsibilities of the Committee are:

- (a) Following consultation with the Council, to prepare an annual performance agreement with the Vice-Chancellor that details the objectives of the Vice-Chancellor's position for that year and the processes and criteria by which the Vice-Chancellor's performance is to be assessed for that year;
- (b) To review the performance of the Vice-Chancellor biannually or otherwise in accordance with any employment contract, and to make a recommendation to Council;
- (c) To review the remuneration of the Vice-Chancellor biannually or otherwise in accordance with any employment contract, and to make a recommendation to Council;
- (d) To examine any other matters referred to it by the Council;
- (e) From time to time the Committee shall consider succession planning for the Vice-Chancellor.

#### 4. Authority

The Committee is authorised by the Council to investigate any activity within its terms of reference. It is authorised to seek any information it requires from any employee and all employees will be directed to co-operate with any request made by the Committee.

The committee is authorised by the Council to obtain, at the expense of the institution, outside legal or other independent professional advice and to arrange for

the attendance at meetings, at the expense of the institution, of outside parties with relevant experience and expertise if it considers this necessary.

**5. Review of the Committee**

The Committee shall undertake an annual self-review of its objectives and responsibilities. Such objectives and responsibilities shall also be reviewed by the Council, the Vice-Chancellor and any other person the Council considers appropriate.

**6. Secretarial and Meetings**

The secretary of the Committee shall be appointed by the Council.

A quorum of members of the Committee shall be two.

The Committee may have in attendance such members of management and such other persons as it considers necessary to provide appropriate information and explanations.

Reasonable notice of meetings and business to be conducted shall be given to the members of the committee, and others invited to attend.

Minutes of all meetings shall be kept.

**7. Reporting procedures**

As required under the Committee's responsibilities, the chairperson shall report the committee's findings and recommendations to the Council.

**8. Membership**

The membership of the Committee shall be:

The Chancellor  
The Pro-Chancellor  
Up to three (3) but no less than two (2) lay Members of Council  
appointed on an annual basis.

Council shall appoint the two or three lay members of Council for one-year terms on the recommendation of the Chancellor.

The Chairperson of the Committee shall be elected by the Committee on an annual basis but shall not be the Chancellor.



## MASSEY UNIVERSITY COUNCIL

### CONFERMENT OF DEGREES AND DIPLOMAS AND CERTIFICATES TO BE AWARDED AT GRADUATION CEREMONIES 2014

7 March 2014

Council has delegated the power to confer degrees and award diplomas and certificates 'in Council' to the Academic Board. The conferring of degrees and awarding diplomas and certificates at the graduation ceremonies remains the responsibility of the Council. As a matter of best practice Council should delegate to the Chancellor, or his nominee, the authority to carry out this power at specified graduation ceremonies.

Those reported as having successfully completed their prescribed courses of study are those listed for graduation (including those in absentia) in the graduation programmes. A copy will be held in the Office of the Executive Secretary.

#### **Recommendation**

**IT IS RECOMMENDED** THAT THE CHANCELLOR, OR HIS NOMINEE, BE AUTHORISED TO CONFER DEGREES AND AWARD DIPLOMAS AND CERTIFICATES AT THE FORTHCOMING MASSEY UNIVERSITY GRADUATION CEREMONIES TO BE HELD ON

- 8, 9 & 10 APRIL 2014 IN AUCKLAND;
- 12, 13, 14 & 15 MAY 2014 IN PALMERSTON NORTH;
- 29 MAY 2014 IN WELLINGTON; AND
- 28 NOVEMBER 2014 IN PALMERSTON NORTH

TO THOSE REPORTED AS HAVING SUCCESSFULLY COMPLETED THE PRESCRIBED COURSES OF STUDY

Stuart Morriss  
Assistant Vice-Chancellor Operations, International & University Registrar  
25 February 2014



**MASSEY UNIVERSITY COUNCIL**

**APPROVAL OF 2013 ANNUAL FINANCIAL STATEMENTS AND  
STATEMENT OF SERVICE PERFORMANCE:  
DELEGATION TO AUDIT AND RISK COMMITTEE**

**7 March 2014**

The responsibility for approving the Annual Financial Statements and Statement of Service Performance (SSP) lies with the Council. Timelines for the approval of the 2013 Annual Financial Statements and SSP are such that they are not able to be tabled at the 7 March 2014 Council meeting and a meeting of the Audit and Risk Committee has been scheduled for 7 April 2014.

The Audit and Risk Committee Terms of Reference do not include the delegated authority to approve the Annual Financial Statements and SSP and therefore the delegated authority of Council is being sought.

All Council members will receive the 2013 Annual Financial Statements and SSP ahead of the Audit and Risk Committee meeting so any issues may be raised with the Chair of the Audit and Risk Committee prior to the meeting.

**Recoomendation**

**IT IS RECOMMENDED THAT COUNCIL DELEGATE THE AUTHORITY TO THE  
AUDIT AND RISK COMMITTEE OF COUNCIL TO APPROVE THE 2013 ANNUAL  
FINANCIAL STATEMENTS AND STATEMENT OF SERVICE PERFORMANCE**

Rose Anne MacLeod  
Assistant Vice-Chancellor Finance, Strategy, IT and Commercial  
7 March 2014



**MASSEY UNIVERSITY COUNCIL**

**REVIEW OF MASSEY UNIVERSITY COUNCIL ELECTION RULES**

**7 March 2014**

**Purpose:**

To seek Council agreement to revised Massey University Council Election Rules.

**Background:**

Following experience from the 2013 elections of student members on Council, some amendments to the Council Election Rules are recommended to ensure restrictions pertaining to the promotion of candidates, particularly through social media. The proposed changes to the Rules have been prepared in consultation with Mr Vanderkolk.

Please find attached a tracked change copy and clean copy with the proposed amendments of the Massey University Council Election Rules.

**Recommendation:**

It is recommended that Council approve the attached changes to the Massey University Council Election Rules.

Stuart Morriss

**Assistant Vice-Chancellor Operations, International and University Registrar**  
25 February 2014

**Massey University Council Election Rules as at 7 March 2014**

Purpose of the Rules:

1. To control the conduct of the elections, and
2. To restrict election campaigning and promotion of candidates to an Official Statement made by each candidate and as published by the University.

Official Statement

1. Official Statement means a written statement of no more than 150 words, to which a photograph of the candidate shall be attached
2. The Official Statement shall be given to the Returning Officer for the purposes of the election.
3. At the commencement of the election the Returning Officer will publish the Official Statement to the electorate (those eligible to vote)

Conduct

1. Candidates are not permitted to use University resources in any way to communicate or to distribute material to campaign or promote themselves or others for the purposes of the election.
2. Candidates are not permitted to use any medium, electronic or otherwise, in any way to communicate or to distribute material to campaign or promote themselves or others for the purposes of the election.
3. Candidates are not permitted to engage or intentionally solicit the services of a third party in any way to communicate or to distribute material to campaign or promote themselves or others for the purposes of the election.

Penalty

1. Failure to comply with these Rules may result in the Returning Officer exercising any of the powers available to him under the provision of the Council Statute.

## Massey University Council Election Rules as at 7 March 2014

~~The~~Purpose of the Rules:

1. To control the conduct of the elections, ~~and~~
2. To restrict election campaigning and promotion of candidates to ~~the an~~ Official Sstatement made by each candidate and as published by the University.

### Provision of InformationOfficial Statement

1. Official Statment means a written statement ~~Each candidate will be asked to provide a statement~~ of no more than 150 words, to which a photograph of the candidate shall be attached

2. The Official -Statement shall be given to the Returning Officer for the purposes of the election.

3. At the commencement of the election the Returning Officer will ~~provide~~ publish the Official Statement to the electorate (those eligible to vote) ~~with the statement provided by each candidate.~~

### Conduct

1. Candidates are not permitted to use University resources in any way to communicate or to distribute material to campaign or promote themselves or others for the purposes of the election.
2. Candidates are not permitted to use any medium, electronic or otherwise, in any way to communicate or to distribute material to campaign or promote themselves or others for the purposes of the election.
3. Candidates are not permitted to engage or intentionally solicit the services of a third party in any way to communicate or to distribute material to campaign or promote themselves or others for the purposes of the election.

### Penalty

1. Failure to comply with these Rules may result in the Returning Officer exercising any of the powers available to him under the provision of the Council Statute.

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The Chancellor  
Massey University Council

Dear Chancellor,

**Report from the Academic Board Meeting (Part 1): 20 November 2013**

At the Academic Board meeting held on Wednesday 20 November 2013 in Part I of the meeting the following items are referred to Council for information.

**1. Advice on Matters of Academic Policy**

There was no advice on matters of academic policy to be reported.

**2. Information to Council with Respect to Major Academic Directions**

**The Nature of the Academic in the 21<sup>st</sup> Century**

Assistant Vice-Chancellor Research and Enterprise led the discussion on the nature of the academic in the 21<sup>st</sup> century and spoke to the paper ‘Academic Scholarship in the 21<sup>st</sup> Century’. She acknowledged that the University had changed considerably since its beginnings with shifts in the external environment, the changing nature of both the student population including internationalization, and of teaching and that such changes demanded reconsideration of the institutional definitions of the nature of academic scholarship. Movement to a new definition(s) of academic scholarship which would best serve the University in the future needed to be considered.

Discussion included but was not limited to the following:

- Expanding the scope of the definition of scholarship to include both research (new knowledge) and learning (application of knowledge) and that the evaluation of that scholarly activity should include relevant peer and expert review processes and additionally the learner, especially where related to the delivery of teaching and learning.
- It was considered that broadening the definition of scholarly activity to include teaching and learning would raise the teaching profile and increase funding sources and that the key was the evaluation of the teaching.
- Broadening the definition of scholarly activity, including interdisciplinary research was considered to be appropriate however funding sources for such research needed to be accessible. Care needed to be taken so that any new definition would not disadvantage the University in attaining external funding.
- Colleges would frame the agenda for scholarship and that the differentiated portfolios would enhance the success of the research strategy in the long term.

Professor Heywood signaled the support of the Board for such a debate would be noted as the discussion was taken out to the University over the next 12 months after which time it would come back to the Board for further discussion. In view of the Board’s positive thoughts on teaching and learning being included in a definition of academic scholarship she urged

teachers to evidence their scholarship as it was reflective practice that informed, not the practice of teaching itself.

### **Consultation Document: Master of Philosophy**

Academic Committee Chair Professor Day spoke to the report outlining the four main aspects of the Master of Philosophy.

Discussion included but was not limited to the following:

- The proposed changes would result in a Master's qualification being an entirely taught qualification without any research component. This was against international standards of postgraduate qualifications;
- There was no appropriate exit point should the student not progress to the completion of the Masters;
- The entry level was considered to be inappropriate; and
- The Master of Philosophy at Massey University was seen as a lesser degree and a common definition with national and international universities of the Master of Philosophy was required.

It was agreed that it was timely to reflect on the preferred postgraduate framework for the University – all actual and proposed postgraduate qualifications and programmes, exit issues and international currency of the qualifications. Individual colleges could then determine their fit within the Massey framework.

This was to be held over and in 2014 Professor Heywood, in her new position as Assistant Vice-Chancellor Research, Academic and Enterprise would take this to both the Doctoral Research Committee and Academic Committee for discussion.

### **College of Creative Arts 2014 Plan**

Pro Vice-Chancellor College of Creative Arts Professor Robinson led the discussion on the College of Creative Arts 2014 Plan, noting the highlights for 2014. She discussed the very positive nature of the College and its many academic and other successes of 2013.

In response to a question she acknowledged the ongoing debate around the non-traditional nature of academic scholarship in the discipline of creative arts and that new knowledge and understanding was acquired through the practice of art and design with external connections and exhibiting being constants.

### **3. Report of Academic Approvals Made Under Delegation**

The Academic Board approved, under the delegated authority of Council, the following Academic Board Committees Terms of Reference:

- College of Creative Arts College Board
- College of Health College Board
- Human Ethics Chairs Committee
- University Library Committee

These were all available to Council members on request.

### **4. Sub-Committee Matters**

There were no Sub-committee matters to report in Part I of the meeting.

5. **Items of Early Notice**

There are not matters for early notice to report in Part I of the meeting.

6. **For Information**

**Call for nominations for the Honorary Awards Committee and Doctoral Research Committee**

Calls for nominations for two members on both the Honorary Awards Committee and the Doctoral Research Committee were made.

**Conferring of Degrees and awarding of Diplomas and Certificates**

Degrees were conferred and diplomas and certificates awarded under the delegated authority of Council.

Professor Tony Signal  
Chair, Academic Board



The Chancellor  
Massey University Council

Dear Chancellor,

**Report from the Academic Board Meeting (Part 1): 19 February 2014**

At the Academic Board meeting held on Wednesday 19 February 2014 in Part I of the meeting the following items are referred to Council for information.

**1. Advice on Matters of Academic Policy**

There was no advice on matters of academic policy in Part I.

**2. Information to Council with Respect to Major Academic Directions**

**Massey postgraduate qualification portfolio - 180 Point Masterates**

Assistant Vice-Chancellor Research, Academic and Enterprise led the discussion on the Massey postgraduate qualification portfolio, noting that NZQA after a period of consultation had approved a new definition for Masterate degrees, under which the credit requirements included a 180 credit option with admission from an undergraduate degree. The introduction of the 180 credit Masterate was intended to help grow postgraduate enrolments by boosting the competitiveness of New Zealand Master's degrees in the international education marketplace, through alignment with offerings in Australia, the United Kingdom and Canada. The 180 credit Masterate degrees were also likely to be popular with graduates who were studying while working, or who wanted to return to university full time for a year.

The Board discussed the range of issues posed by Professor Heywood:

1. Were we adopting a progressive and appropriate response to the 180 Masters given that the original stimulus for NZ adopting this degree was to increase international student recruitment?
2. Would a 45 – 60 credit praxis, project, or other scholarly work, adequately prepare a student for admission to a doctoral degree? Specifically a PhD? And, where the new 180 Masters provision was intended to develop specific technical and/or professional knowledge what consideration should we give to developing professional doctorates?
3. Would a student completing a 180 credit Masterate including a scholarly work meet the same Graduate Profile as a student completing a 180 or 240 credit masterate incorporating a thesis?
4. Did the University need to create a bridging programme to progress students from a 'taught' masterate to a Doctoral degree, e.g. the PhD? Some suggestions were a PGCert (which has no international currency) focusing on research skills, or a revised MPhil? Given the seven year limit on study loans was this viable?
5. If the Master of Philosophy was constituted as a research-rich qualification, what would be required to fulfil the current purpose of the MPhil, which was to emulate approved qualifications for students who did not meet the admission requirements?

Feedback from the Board signaled:

- A preference for a set of principles to be developed to provide academics with an understanding, comparison, purpose and benefits of the various postgraduate qualifications;
- An improved integration of postgraduate students into Massey life; and
- The delivery of high-quality 180 Masterate programmes.

**3. Report of Academic Approvals Made Under Delegation**

**Grounds for Embargo Policy**

The Academic Board approved, under the delegated authority of Council the Grounds for Embargo Policy.

**Policy on Student Engagement in the Assurance and Enhancement of Teaching and Learning**

The Academic Board approved, under the delegated authority of Council the Policy on Student Engagement in the Assurance and Enhancement of Teaching and Learning. Both the existing Class Representation Policy and the Policy and Guidelines for Staff and Student Liaison Committees had been incorporated into the new Policy and as such the Board approved the removal of these from the University's Policy Guide.

It was noted that the procedures have yet to be developed to support this Policy.

**4. Sub-Committee Matters**

**Academic Committee Annual Report**

Academic Committee Chair Professor Heywood brought the Academic Committee's Report on activities for 2013 to the Board. This is available to Council members upon request.

**5. Items of Early Notice**

There are no matters for early notice to report in Part I of the meeting.

**6. For Information**

**Incorporating Māori Protocols in the Governance Setting of the Academic Board**

Following discussions with the Assistant Vice-Chancellor Māori and Pasifika on ways in which to incorporate Māori protocols into the governance setting of the Academic Board I provided the Board with a brief report for further discussion. This discussion will be incorporated into a final report to be presented at the 19 March 2014 Board meeting.

**Appointments to Honorary Awards Committee**

The Academic Board appointed the incumbents, Professors Cynthia White and John O'Neill to the Honorary Awards Committee each for a further three-year term.

**Appointment to the Doctoral Research Committee**

The Academic Board appointed the Professor Jenny Carryer to the Doctoral Research Committee for a three-year term. One further three-year appointment has yet to be made.

**Electronic Academic Board papers**

It was planned to provide Academic Board members with electronic Board papers through the SharePoint platform early in 2014 as an option to hard copy papers. This has been delayed as the SharePoint platform will not be available until mid-2014.

**Conferring of Degrees and awarding of Diplomas and Certificates**

Degrees were conferred and diplomas and certificates awarded under the delegated authority of Council.

Professor Tony Signal  
Chair, Academic Board



**MASSEY UNIVERSITY COUNCIL**

**TRACKING COUNCIL DECISIONS AND DELEGATIONS REPORT:  
PART I**

**7 March 2014**

A Tracking Council Decisions and Delegations Report is provided to Council six monthly at the March and September Council meetings to enable monitoring of the progress towards completing related actions.

Decisions made in Part I are tracked should the actions relating to those decisions have not yet been completed. These are detailed in the attached report. The timeframe is up to and including the 6 December 2013 Council meeting.

This report includes current delegations (not standing) and progress towards enacting these. Please note the shaded areas on the report are the delegations.

**Recommendation:**

It is recommended that Council note the Part I Tracking Council Decisions and Delegations Report as at 7 March 2014.

Paddy Nicol  
**Executive Secretary**  
25 February 2014

Tracking Council Decisions and Delegations - Part I - 7 March 2014

	Status	Category	Item	Meeting date and Reference	Resolution	Outcome	Action date	Completion date
1	Current	Student management	Enrolments	4-Mar-11	<b>Resolved</b> that Council confirm the delegation to the Vice-Chancellor the authority to refuse to permit or cancel the enrolment of a student at Massey University under section 224(13) of the Education Act 1989		on-going delegation.	
2	Current	Council	Committee membership	2-Mar	<b>Resolved</b> that Council note the Disciplinary Committee Terms of Reference and membership for 2012 and approve the appointment of Paul Rieger and Morva Croxson each for a further three year term	New Chair and alternate chair. Review pending for Disciplinary Committee Terms of Reference and membership	1/09/2012 July 2013 Dependent on approval of related academic policy	end 2012 end 2013 May 2014
3	Current	Council	Terms of Reference	1-Mar-13	<b>Resolved</b> that Council confirm the Disciplinary Committee Terms of Reference and membership for 2013	Review of Disciplinary Committee Terms of Reference being undertaken	Awaiting the completion of Academic Board approval of related policy	1/05/2013 May 2014
4	Current	Policy	Finance	5-Jul-13	<b>Resolved</b> that council agree to the deferral of policies to later Council meetings as follows 6 December 2013: Financial Monitoring And Control Policy	Not yet ready to come to Council for approval	6-Dec-13	2-May-14
5	Current	Finance	Domestic and International Student Fees	Jul-13	<b>Delegate</b> authority jointly to the Chancellor and Vice-Chancellor to fix non-standard fees for domestic and international students where timing requires they be set outside the normal fee setting process of council (non-standard fees comprise tuition fees and other charges, including zero or other discounted fee schemes, for existing or new courses of study or training whether pursuant to a contract or otherwise)		on-going	Jul-14