

**Confucius Institute in Auckland  
Advisory Board Meeting Minutes**

**Vice-Chancellor's Committee Room,  
Clocktower, University of Otago, Dunedin  
(Zoom Meeting with Fudan)  
1 December 2020, 14:00**

**Present:** Prof. Jenny Dixon (Chair), Prof. Helen Nicholson, Prof. Paul Clark,  
Danny Chan, Peter Chin, Prof. Zhimin Chen, Prof. Zhongwei Wu, Prof Lian Lu

**In attendance:** Nora Yao, Bing Zhou, Janine Chin, Lin Li, Chriss Hamilton

**Apologies:** Pat English

**1. Welcome**

- Chairperson Prof. Dixon welcomed the Board members to the meeting and thanked Otago for organizing proceedings in Dunedin.

**2. Farewell to Prof. Helen Nicholson**

- Professor Helen Nicholson was thanked and farewelled by the members acknowledging her support and efforts during her tenure.

**3. Minutes from previous meeting, 10<sup>th</sup> September 2020**

Corrections: No Corrections

Approval of minutes: Moved Prof. Dixon, seconded unanimously.

**Matters Arising**

None

**4. Financial Reports – presented by Janine Chin**

**Period: 01/01/2020 – 31/10/ 2020**

1357: CI projects funded by Hanban/China

- Impact of Covid-19 has resulted in ongoing drop in revenue from cancelled Chinese courses and exams. Other activities have not been able to be completed as scheduled.
- Some outlay on casual staff due to no MLAs.

1358: UoA contributions to CI

- Continued savings on people costs due to the vacant office coordinator's position being casual.
- Operating expenses decreased slightly due to limited office-based activities.
- Occupancy decreased as CI now only pay for upper floor versus the whole building previously.

#### Other

- Monies not used due to programme cancellations will be carried into next year's projects.
- Website maintenance expense due to final web development payment as well as increase in monthly fee due to increased storage requirements.
- Funds received from CAPE to support development of Chinese resources website for teachers, primary to secondary.

Acceptance of financial report: Approved.

#### **5. Confucius Institute Report - presented by Nora Yao**

Review of activities from September – November 2020. Key points:

Staffing: Office coordinator's position remains casual.

Chinese in Schools:

- Reduced school activities due to Covid-19 and no MLAs.
- Focus on Confucius Classrooms to review and support ongoing programmes.
- Expressions of interest called for Chinese Classrooms – similar to Confucius Classrooms but for 3 year term and able to be extended.

Upcoming:

- China Cultural Camp from 6-11 December for Y11-13 secondary students to replace annual trip to China. Camp in partnership with CAPE.
- Global CI conference may be postponed to June 2021 but will depend on situation of Covid-19. Virtual regional options being investigated.
- Call for 2021 MLA Expressions of Interest but will depend on travel regulations from NZ and China.

Acceptance of CI report: Approved.

#### **6. Otago Office Report - presented by Prof. Helen Nicholson and Chriss Hamilton**

- A number of local and outreach programmes cancelled due to Covid-19.
- Drumming workshop scheduled to happen.
- Workshops are dependent on resources being available.
- Budget updates to be made and resubmitted for funding.

#### **7. Draft Strategic Plan 2021-2030**

- Prof. Dixon noted that with, the ongoing pandemic, it is difficult to finalise a new plan at this time. An interim short-term plan may be looked at to cover the pandemic period.

#### **8. Draft 2021 budget application – presented by Nora Yao**

- Budgets are to be more conservatively based versus the norm, given likely ongoing disruptions with Covid-19.
- Unused 2020 funds should also be carried over into 2021.

**9. Fudan update – presented by Prof. Chen**

- Managing and working with CIs directly will allow greater synergies and increased university collaborations.
- Online learning is happening including workshops with different universities.

Agreement Letter – noted that the Agreement letter to transfer from Hanban to the Centre/Foundation was in progress.

**10. Next MEETING**

Proposed meeting for March/April 2021. Date to be confirmed.

The meeting concluded at 15:30.

Minutes submitted by: Chriss Hamilton

A handwritten signature in blue ink, appearing to read "J. E. Dixon". The signature is fluid and cursive, with the first letters of each name being capitalized and prominent.

Approved by:

Chair: Professor Jenny Dixon