

BISHOP GROSSETESTE UNIVERSITY

MINUTES OF THE MEETING OF THE
GOVERNANCE & NOMINATIONS COMMITTEE

WEDNESDAY 27 MAY 2015
15:30 PM IN HARDY SEMINAR ROOM 4

Present

Mr Roger Mosey, Chair
Mrs Sandra Grattrick
Professor David Head
Mr Graham Meeson
Professor Jayne Mitchell
Rev. Canon Professor Peter Neil
Mrs Jasmit Kaur Phull

In attendance

Dr Anne Craven, Registrar & Secretary
Ms Emma Smeaton, Governance Officer & PA to University Council

1. Welcome from the Chair

The Chair welcomed members to the meeting.

2. Apologies

There were no apologies for absence.

3. Declarations of interest

There were no declarations of interest.

4. Minutes of the last meeting held on 15 October 2014

The minutes of the meeting of 12 February 2015 were CONFIRMED as a true record of the meeting and the Chair was authorised to sign them.

5. Matters arising

Action

(i) Action points

Members RECEIVED and NOTED the action points from the last meeting. It was also NOTED that The Very Rev'd Philip Buckler and Mr Julian Richards had accepted their Honorary awards, the other two had not replied. The distinguished BG Fellowship accepted by Professor Robert Burgess, ex Vice Chancellor of the University of Leicester, was also NOTED. The Vice Chancellor REPORTED that the arrangements had been altered this year so that Fellows are present at the ceremony.

(ii) Any other matters

There were no other matters to discuss.

6. Vacancies & Recruitment

- (i) The appointment of Jackie Croft, Chapter Clerk at Lincoln Cathedral, as the Diocesan appointed Council member was CONFIRMED and RECOMMEND to Council. The resignation of Bridget Starling was also NOTED.

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It was AGREED that the Registrar & Secretary would ask Professor Mark Thompson whether he was intending to stand for a second term. If Professor Thompson did not wish to stand again another University member would be required. The Registrar & Secretary would check to see if this needed to be a representative from the University of Leicester or whether it could be a representative from any University. It would also be confirmed whether the Chancellor is in her first term as Chancellor as the title had been changed from Provost after one term.

AKC

The Terms of Office would be corrected making the following amendments:

ES

- The Deputy Vice Chancellor would be listed in the Ex-officio section, and;
- Rev'd Sally Myers' job title would be amended to 'Principal, Lincoln School of Theology'.

(ii) Sub-committee membership

The sub-committee membership was RECEIVED. It was AGREED that Council would be asked if anyone had the capacity and audit skills to join the Audit Committee. The Registrar & Secretary would agree offline with Jackie Croft as to which sub-committee she would be best placed.

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7. Articles & Instrument of Government

Members RECEIVED and RECOMMENDED to Council the updates highlighted in yellow to the Articles and Instrument of Government subject to the amendment of the following in the Instrument of Government:

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- Point 3.1 would be altered to 18-24 members, and;

- Twelve members would be altered to between six and twelve in point 3.1.9.

8. Effectiveness

(i) Suggestions for University Council presentations and working lunches

- It was AGREED that a visit from the local MP during a Council lunch would be organised. Possibly for September or November 2015.
- It was also AGREED that an external from UUK, GuildHE or HEPIG would be invited in to the University to talk to Council and the Corporate Leadership Team about risks to the sector. The Registrar & Secretary, Vice Chancellor and Deputy Vice Chancellor would liaise outside the meeting to arrange this for the coming academic year. It was recommended that the Deputy Vice Chancellor would give a talk on current key issues for the sector during the forthcoming Council lunch on 24 June 2015.

AKC

AKC/JM/PN

(ii) Effectiveness forms – Summary of results

Members RECEIVED the summary of results from the effectiveness forms and the Registrar & Secretary reported on the key issues highlighted in the paper. Issues such as the wishes expressed by the respondents regarding the size of the Council were DISCUSSED by the Council. The 50% response rate was NOTED.

(iii) Effectiveness review

Members AGREED that they were happy for the involvement of internal auditors, NOTING that the openness of staff at BGU was exemplary. The Vice Chancellor reminded members that University Council were welcome at BGU anytime and would always be invited to events. It could also be arranged for members to meet groups of students if they wished.

9. Schedule of Delegation

The Committee RECEIVED the draft Schedule of Delegation NOTING that they found the document very helpful. The Registrar & Secretary would look to combine certain points to shorten the length of the document somewhat and the Deputy Vice Chancellor would highlight some issues outside the meeting.

AKC/JM

10. Agenda suggestions

There were no future agenda items suggested other than those routinely reported.

11. Any other business

There was no other business to discuss.

12. Key items for the University Council

- Audit Committee membership;
- Propose that we do not recruit new Council members at the present time (subject to the requirements of the membership of the Audit Committee);
- Recommendations to the amendment of University Council membership in the Instrument of Government.

14. Date of next meeting

The next meeting of the Governance & Nominations Committee would take place on Wednesday 14 October 2015 at 2:00 pm.

Signed  Date 14/10/15