

BISHOP GROSSETESTE UNIVERSITY

MINUTES OF THE MEETING OF THE
GOVERNANCE & NOMINATIONS COMMITTEE

THURSDAY 12 FEBRUARY 2015
14:00 PM IN HARDY SEMINAR ROOM 1

Present

Mr Roger Mosey, Chair (via Skype)
Professor David Head
Mr Graham Meeson
Mrs Jasmit Kaur Phull

In attendance

Dr Anne Craven, Registrar & Secretary
Professor Jayne Mitchell, Deputy Vice Chancellor
Ms Emma Smeaton, Governance Officer

1. Welcome from the Chair

The Chair welcomed members NOTING that it was the first meeting for Dr Anne Craven, Secretary.

2. Apologies

Apologies for absence were received from Rev. Canon Professor Peter Neil and Mrs Sandra Grattrick.

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 15 October 2014 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. The following points were also NOTED:

Minute 8.(i) Effectiveness

It was AGREED that the Council would undertake a collective self-assessment at the next University Council lunch.

Minute 8.(ii) Effectiveness

The Regulatory Compliance Manager (Quality Assurance and Enhancement) would give a presentation to Council on QAA during the meeting rather than at the pre-meeting lunch as previously agreed.

Members NOTED that the Secretary would invite the local MP to attend a University Council networking lunch following the general election.

AKC

Minute 8.(iii) Effectiveness

It was AGREED that a Council member away day would be scheduled in for the next academic year. The Secretary would also circulate further information regarding the MASHEIN event to be held in April 2015 to Council members.

AKC

(ii) Any other matters

There were no other matters to discuss.

6. Honorary Graduands

The nominations for this year's Honorary Graduands were RECEIVED. The Committee were content with all four suggestions and RECOMMENDED them to Council for approval.

7. Vacancies & Recruitment

(i) Vacancies

It was NOTED that The Very Rev'd Philip Buckler, Dean of Lincoln had resigned from the University Council with immediate effect due to workload commitments. The Chair would write to the Bishop of Lincoln asking for a new representative to be nominated. The proposal to have a new member representing Lincoln Cathedral was DISCUSSED. It was AGREED that the University's relationship with the Diocese and the Cathedral would continue to be developed, however Church representation on the Council would remain the same.

AKC/RM

It was NOTED that Professor Mark Thompson's first term of office was due to end in September 2015; however, he was eligible to stand again for a second term.

Katie Skilton, Clerk, would be removed from the table and would be replaced with Dr Anne Craven, Registrar & Secretary. The office copy would be updated.

ES

(ii) Sub-committee membership

The sub-committee membership was RECEIVED. It was AGREED that the Sponsor Board would also be added to the table.

ES

8. Instrument & Articles of Government

The Committee RECEIVED the updated BGU Instrument and Articles of Government and the Secretary highlighted the significant changes which were shown in red. The amendments were a result of recent staff changes, were proposed owing to sector good practice following the publication of the new CUC code or were clarifications/corrections of grammatical errors. In addition to the highlighted changes the following revisions were also AGREED:

References to the Bishop of Lincoln which referred to he or his would be amended to he/she or his/her as appropriate throughout.

AKC

Point 14 of the Instrument of Government – The title 'Clerk' would be corrected to 'Secretary' throughout and the point clarified.

AKC

References to 'DVC (Academic)' would be changed to 'DVC'.

AKC

Members AGREED that the revisions were a very clear improvement and subject to the additional amendments would be RECOMMENDED to the Council at its next meeting.

AKC/
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Council

9. CUC guidance

The Committee RECEIVED the full CUC guidance NOTING that it represented new requirements and best practices for the sector. It was REPORTED that in the coming months the Committee and Council would receive items relating to the new guidance such as the effectiveness review, a Schedule of Delegation and potentially also select institutional policies for reviewing; the question of Committee approval of policies would be discussed at the time of the discussion on the Schedule of Delegation.

AKC

10. Annual review of self-assessment

The Committee RECEIVED two forms proposed for an initial self (and potentially peer) review of effectiveness; for individual Council members' self-assessment and for assessment of the whole Council. The proposed forms were not intended to replace a full effectiveness review but were to start the process more informally over lunch during the current Council cycle. A fuller effectiveness review was planned for later in the year.

Following discussion it was AGREED that the individual self-assessment form would be discarded, using only the form relating to the whole Council at the next University Council lunch. It was also AGREED that the attendance at meetings section for completion would be removed from the form as this information was already compiled by the Governance Office.

AKC

11. Agenda suggestions

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

12. Any other business

It was NOTED that Professor Robert Burgess had accepted BGU Fellowship.

13. Key items for the University Council

- Honorary Graduands
- Instrument & Articles of Government
- CUC guidance
- Effectiveness review form

14. Date of next meeting

The next meeting of the Governance & Nominations Committee would take place on Wednesday 27 May 2015 at 2:00 pm.

Signed  Date 24/6/15