

BOSTON COLLEGE

MINUTES OF THE MEETING OF THE SEARCH AND GOVERNANCE COMMITTEE ON 3 OCTOBER 2018

1. **PRESENT**

Peter Cropley, Jo Maher, Steve McCracken, Ann Savage and Nick Worth

Also in attendance: Janet Hemmant (Clerk to the Corporation).

Meeting attendance: 100%

2. **APPOINTMENT OF CHAIR FOR 2018-19**

Having been duly nominated Nick Worth was appointed as Chair of the committee for the 2018-19 academic year.

Nick Worth in the Chair

3. **APPOINTMENT OF VICE-CHAIR FOR 2018-19**

Having been duly nominated Ann Savage was appointed as Vice-Chair of the committee for the 2018-19 academic year.

4. **ACTION LOG**

Members reviewed the committee's action log and it was noted that all items had been dealt with.

5. **MINUTES**

The minutes of the meeting held on 18 June 2018 were reviewed and approved.

Jo Maher advised the committee that she had met with a retired Head Teacher who was being invited to attend the Self Assessment validation. He may consider joining the Board at a later date.

Members advised that the new appraisal form was working well but that the formatting may need some attention.

6. **VACANCIES**

Members received a report from the Clerk to the Corporation on membership vacancies. It was noted that one application was expected imminently from a potentially very good appointment. The committee noted that a meeting would need to take place between the committee chair and the applicant prior to making a recommendation to the Corporation. ●

A discussion took place about further vacancies. It was agreed that Ann Savage should speak to the person from Bakkavor who had been suggested as a potential appointment. A discussion took place about the size of the Board and Nick Worth advised that he was keen to discuss the optimum number of Board members. This is to be reviewed at the next meeting of the committee. ●

It was noted that the level of student participation was disappointing particularly since George Harrison had completed his term of office at the end of the 2017-18 academic year. There is currently only one student member and appears to be little interest in the election to a second position. Nick Worth and Ann Savage offered to go to speak to the Student Union about student membership of the Corporation. ●

The committee noted that Steve McCracken would be leaving the Corporation on 24 October 2018 creating a further vacancy.

7. COMMITTEE CONSTITUTIONS AND PAPERS

Members received a report from the Clerk to the Corporation on a number of proposed changes to committee constitutions which were accepted. The committee considered the size of Corporation committees and agreed that there should be more consistency. It was agreed that the Corporation should be advised to adjust committee memberships so that they were:

- Audit Committee - 5
- Finance and Resources – 6
- Search and Governance – 6
- Standards – 6 including 1 staff governor and 1 student governor.

Members reviewed a revised report format and agreed to adopt this for future meetings of the Corporation and committees.

8. SUCCESSION PLANNING

The committee reviewed the succession arrangements for the Corporation and committees and agreed that at the current time all seem to be satisfactory.

9. GOVERNANCE CODE

It was reported that the auditors had suggested that it might be appropriate to look at which code the Corporation followed. The Clerk advised that she would report back from the Governance conference if there were any developments to consider on the Code.

10. NEXT MEETING

It was noted that the next meeting of the committee would take place on Monday 19 November 2018.