

# BOSTON COLLEGE

## MINUTES OF THE MEETING OF THE SEARCH AND GOVERNANCE COMMITTEE HELD ON 12 June 2023

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### 1. PRESENT

Nick Worth (Chair), Claire Foster, Heather Lee and Gerry Tawton.

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

Meeting attendance: 67%

### 2. ACTION LOG

Members reviewed progress made against items in the committee's action log.

It was noted that access to the ETF training materials had been provided.

### 3. MINUTES

The minutes of the meeting of the committee held on 27 March 2023 were reviewed and approved.

### 4. EXTERNAL GOVERNANCE REVIEW

Members received a report from the Clerk to the Corporation on the outcomes of the review.

Members considered the contents of the review and the proposed action plan. A discussion took place about points raised in the review.

Heather Lee suggested that the 'time-served culture' of moving experienced governors into Chair and Vice Chair positions needed to be changed so that, depending on the skills that members have, earlier progression is possible. It was agreed that the Chair should discuss members' aspirations to assume these positions at the annual appraisals. ●

The balance of business at corporation meetings was considered. Heather Lee commented on the value of learner input to meetings. It was felt that the time spent on finance and audit was about right but more time was needed on curriculum issues particularly relating to the LSIF. A strategy day will be arranged early in the next academic year to involve more governors and more closely with the strategic plan. ●

A recommendation to introduce a balanced scorecard was noted but there were few examples available of how this would be used. The external reviewer is to be asked if he has information on best practise examples. Regarding a recommendation about getting more input from some members of the board, it was felt that this could also be addressed at annual reviews. ●

The committee discussed the requirement for an annual governance questionnaire and agreed that, since the review had asked a number of questions of members in its survey, an internal survey would not be required this year.

A draft of the action plan will be circulated for members to consider. Once the action plan is complete, an extract from the report and action plan will be shared with the reviewer prior to publication on the college website. ●

## 5. **STAFF GOVERNOR NOMINATIONS**

Members received a report from the Clerk to the Corporation.

It was noted that both staff governors were leaving the college and would need to be replaced in the autumn term. The committee noted that there was an option for staff governor elections to be across the whole staff or for the two positions to be split in terms of nominations and voting. The committee agreed to recommend that one member should be nominated and elected by teaching staff and one by non-teaching staff. It was agreed that the Executive Director: People should be asked to advise on the definition of the split between the staff groups. ●

## 6. **VACANCIES**

Members noted anticipated membership vacancies and it was agreed that LinkedIn should be used to promote governor recruitment next term. The committee felt that it would be helpful for members to provide some information about their own experience as governors to support the recruitment process. Heather Lee and Gerry Tawton agreed to provide some information for this. ●

It was reported that the application from James Cantwell had been withdrawn.