

BOSTON COLLEGE

MINUTES OF THE MEETING OF THE SEARCH AND GOVERNANCE COMMITTEE HELD ON 20 NOVEMBER 2023

1. **PRESENT**

Heather Lee (Chair), Gavin Booth, Claire Foster, David Parnell, Gerry Tawton and Nick Worth.

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

Meeting attendance: 100%

2. **ACTION LOG**

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

It was noted that work to introduce a Balanced Scorecard was extensive and should be complete by the end of the academic year. Progress made will be reported to the committee in the interim. ●

Updated question suggestions for link governors will be circulated after the Ofsted inspection.

3. **MINUTES**

The minutes of the meeting of the committee held on 25 September 2023 were reviewed and approved.

4. **VACANCIES**

Members noted one vacancy which would arise in January 2024. Skills priorities for recruitment remain unchanged.

5. **CODE OF GOOD GOVERNANCE**

Members received a report from the Clerk to the Corporation.

Members noted the arrangements for trialling the new code prior to its adoption for the 2024-25 academic year. An analysis of compliance with the new code will be brought to the next meeting of the committee so that any work required prior to its formal adoption can be addressed. ●

6. **COMMITTEE ANNUAL REPORT**

Members received a report from the Clerk to the Corporation.

The committee considered and agreed the content of its annual report to the Corporation. Particular note was taken of movement in the EDI statistics from 2021-22 to 2022-23 and comparisons with national data.

7. **SELF ASSESSMENT**

Members noted a report from the Clerk to the Corporation advising that an annual self-assessment is not required for 2022-23 since the college had an external governance review in the year.

8. **GOVERNOR SKILLS**

Members received a report from the Clerk to the Corporation on the process for assessing governor skills.

The external governance review recommended that the self-assessment process should be developed to clarify the breadth of individual skills. The committee looked at a number of exemplars being used in other colleges and felt that the grading of governor skills in a way which gave a more nuanced understanding and facilitated the identification of skills development needs across the board would be beneficial. The committee felt that this would also identify induction needs of new governors and help make the best use of governors' skills. Claire also suggested that this approach would demonstrate the impact of updating and training for governors to develop their areas of knowledge or skills pertinent to college governor role. Janet Hemmant is to create a data collection model based on the preferred option for use with existing and potential governors. ●

The committee noted that making effective use of this tool is dependent on all governors providing information and it was agreed that the skills analysis should be completed in future before annual appraisals are carried out by the Chair of the Corporation. Members felt that all returns requiring governor responses should be completed prior to the appraisals. ●

A discussion took place about link visits and it was agreed that members should be asked to report in December how their links were progressing. A report will be provided to the committee on the extent of link activity. ●

9. **NEXT MEETING**

It was noted that the next meeting of the committee will take place on 29 January 2024.