

BOSTON COLLEGE

MINUTES OF THE MEETING OF THE SEARCH & GOVERNANCE COMMITTEE HELD ON 22 SEPTEMBER 2014

1. PRESENT

Mr P Cropley, Mr M Gallagher, Mrs A Mosek, Mr A Reynolds and Mr B Walder.

Also in attendance: Mrs J Hemmant (Clerk to the Corporation),

Apologies for absence were received from Mr S McCracken.

2. APPOINTMENT OF CHAIR

Having been duly nominated and seconded, Bob Walder was elected as Chair of the committee for the 2014-15 academic year.

Bob Walder in the Chair

3. APPOINTMENT OF VICE CHAIR

Having been duly nominated and seconded, Steve McCracken was elected as Vice Chair of the Committee for the 2014-15 academic year.

4. MINUTES OF MEETING – 12 MAY 2014

Subject to a correction to show that Bob Walder had chaired this meeting, the minutes were approved. The committee noted the following points:

- Eversheds had advised that the possible appointment of an employee of Longhurst Housing as a member would not be appropriate because of the potential creation of a conflict of interest.
- Jayne Mitchell's appointment had been confirmed and she has had her induction but not yet attended a meeting.

5. CORPORATION VACANCIES

Members received a report from the Clerk on Corporation vacancies.

An application from Michael Teasdale was considered and it was agreed that he should be asked to attend an interview with the Principal, Chair of the Corporation and Chair of the Search and Governance Committee.

A list of potential candidates was considered and the committee agreed that at least two accountants, including someone with an understanding of internal audit and control systems, should be sought.

A shortlist of people to be approached to ascertain their interest in joining the Board was agreed. ●

The committee agreed that other members should be asked for suggestions for potential candidates and that consideration should be given to advertising in a Lincolnshire Chamber of Commerce publication. ●

6. FEEDBACK FROM GOVERNOR APPRAISALS 2014

Members received a report from the Principal on the outcomes of governor appraisals. Having considered the comments made, the committee agreed that:

- A summary sheet identifying key points such as performance against the bank covenant should be introduced to the finance papers. ●
- A new cover sheet for all reports should be implemented in a format which had been suggested by the Principal ●
- The use of mentors within the governing body should be promoted as the norm with appointees being offered a choice from a range of mentors ●
- Electronic circulation of papers should be considered following the planned trial by the Audit Committee ●
- The new governor intranet should be used to provide access to meeting and support documents ●
- Identifying meeting dates on paperwork had been implemented ●
- The Corporation should be asked for its views on the Chairs of committees having a bi-annual meeting to discuss College issues. ●

7. BIS COLLEGE GOVERNANCE GUIDE

Members received a report from the Clerk on the recently published College Governance Guide which had been circulated to members. It was noted that this was a useful summary document and was intended for regular consideration in member development.

A discussion took place about community access to College facilities which is encouraged.