

NOMINATIONS COMMITTEE OF THE BOARD OF TRUSTEES**Wednesday 10 February 2021****Zoom Meeting****MINUTES**

Present: Raman Bedi, Jack Boyer (Chair), Andrew Carr, Hazel Phillips, Andreas Raffel, Mohammed Saddiq,

In attendance: Helen Cole (Secretary), Hannah Quinn (Head of Governance & Executive Support)

Apologies: Lucinda Parr (Registrar & Secretary)

1. WELCOMES, APOLOGIES AND DECLARATION OF INTERESTS

- 1.1 The Chair welcomed everyone including Andrew Carr noting that it was Andrew's first meeting and declared the meeting as quorate.
- 1.2 On behalf of the Committee, the Chair noted the Committee's appreciation of outgoing member Jessica Cecil's contributions to the Committee since September 2019. AGREED that the Committee's thanks should be communicated to Jessica.

Action: Secretary

2 MINUTES OF PREVIOUS MEETING AND ACTIONS

- 2.1 APPROVED: the minutes of the meeting of the Nominations Committee on 15 January 2021.

3 MATTERS ARISING, ACTIONS AND CHAIR'S BUSINESS

- 3.1 The following points were NOTED:
 - 3.1.1 Ref item 3.2.1: Potential remuneration of trustees. The Chair noted that when the University moved forward in this area, it would seek to be in collaboration with other universities.

4 CHAIR'S BUSINESS

- 4.1 There was none.

5 BOARD MEMBERS' TERMS OF OFFICE AND COMMITTEE MEMBERSHIP (INCLUDING MEMBERSHIP TRACKER): (reference NCB/20-21/010).

- 5.1 The following points were NOTED:
 - 5.1.1 That the recommendations made by the Committee at its meeting on 15 January were approved by the Board of Trustees via email and became effective from 25 January 2021. A Report of the Nominations Committee was then presented to the Board of Trustees at its meeting on 5 February.
 - 5.1.2 [REDACTED: Personal information]

5.1.3 [REDACTED: Personal information]

5.1.4 The Committee reiterated their view that the Academic members of the Board needed to have the ability to evaluate the Board's options from a strategic perspective and that someone with high level leadership experience would be of benefit to the Board in its decision making.

5.1.5 That the University's Equality, Diversity and Inclusion Committee was functioning effectively and that the addition of the Co-opted External Advisor, (as prescribed in the Committee's Terms of Reference) would further enhance its success. (See item 5.2.2 below.)

5.1.6 [REDACTED: Personal information]

Action: Secretary

5.2 The following points were DISCUSSED:

5.2.1 [REDACTED: Personal information]

5.2.2 [REDACTED: Personal information]

Action: Secretary

The Chair of the Board left the meeting for the next item to recuse himself from the discussion below

6 DECISION TO REAPPOINT THE CHAIR OF THE BOARD OF TRUSTEES

6.1 The following points were NOTED:

6.1.1 That a proposal for consultation on Chair succession, to be carried out by the Deputy Chair, had been circulated to the Nominations Committee (excluding the Chair) by the Head of Governance on 15 January. The Committee had approved the proposal (on file) via email week commencing 18 January.

6.1.2 That in February 2021, the Deputy Chair had held discussions on the Chair's performance with all the members of the Board of Trustees [REDACTED: Personal information]

6.1.3 [REDACTED: Personal information]

Action: Secretary

6.1.4 That in February 2021, the Deputy Chair had held discussions on the Chair's performance with the following members of the Senior Leadership Team: Vice-Chancellor, COO, Registrar and the Deputy Vice-Chancellor and Provost.

6.2 The following points were DISCUSSED:

6.2.1 The Deputy Chair of the Board of Trustees provided a verbal summary of the overall and consistent feedback he had received from the members of the Board of Trustees and the University's Senior Leadership Team, in particular that the Chair had:

- [REDACTED: Personal information].

6.2.2 The Deputy Chair of the Board of Trustees advised that [REDACTED: Personal information]

6.2.3 That the Committee **AGREED TO RECOMMEND** to the Board of Trustees that the Chair of the Board of Trustees be reappointed for a second term from 1 January

2022 to 31 December 2024. The Committee were very strongly supportive of this recommendation and echoed the views detailed above.

Action: Secretary

- 6.2.4 That the Deputy Chair and the Chair of the Board should meet and further discuss feedback received from Board members and the University's Senior Leadership Team. Governance Team to arrange this meeting.

Action: Secretary

The Chair of the Board re-joined the meeting.

- 6.3 On his return to the meeting, the Deputy Chair advised the Chair of the Board of Trustees that the Committee would be recommending his reappointment to the Board of Trustees.

7 STUDENT TRUSTEE RECRUITMENT FOR 2021/22 – PREFERRED SKILLS AND ROLE PROFILES, TIMELINES FOR RECRUITMENT: (reference NCB/20-21/011).

- 7.1 The following points were NOTED:

- 7.1.2 That although the current student trustees had said that although they had received sufficient training, their view was that a longer induction period would have been beneficial. The Committee noted that a longer induction period would be possible if Option Two from the recruitment timeline was used.

- 7.2 The following points were DISCUSSED:

- 7.2.1 The Committee discussed the different perspective that a postgraduate research student could bring to the Board of Trustees and agreed that consideration should be given to how to encourage applications from this cohort.

Action: Head of Governance

- 7.2.2 That the current undergraduate student trustee had pointed to the benefits they had derived from the mentoring [REDACTED: Personal information] was content to act as a mentor again and it was agreed that the rest of the Board of Trustees members should also be invited to act as mentors. Additionally, the mentoring element should be included in the advert for student trustees.

Action: Head of Governance

- 7.2.3 The Committee AGREED to approve Option Two from the recruitment timetable detailed in the paper to be implemented by the Governance Team.

8 ANY OTHER BUSINESS, INCLUDING FUTURE AGENDA ITEMS, CONSIDERATION OF EQUALITY RELATED RISKS, & COMMUNICATION AND CONSULTATION MATTERS

- 8.1 There was no other business, and the meeting was closed.