

**NOTES OF THE NOMINATIONS COMMITTEE MEETING
HELD ON 11 APRIL 2019, 4.30 PM, GEORGE HOUSE, GEORGE SQUARE,
GLASGOW G2 1EH**

PRESENT:

David Newall	Committee Chair
Fiona Godsman	Committee Vice Chair
Graeme Whiteford	Board Member
Keith Rosser	Board Member

IN ATTENDANCE:

Tanya Castell	CEO, Changing the Chemistry (until the start of Item 19.04)
Gillian Murray	Clerk to the Board (Minute Taker)

19.01 WELCOME AND APOLOGIES

The Committee Chair welcomed everyone to the meeting. There were no apologies.

19.02 DECLARATIONS OF INTEREST

Declarations of Interest were received from G Whiteford, F Godsman and D Newall in relation to Item 19.04 and, in particular, any discussion on their own term of office.

19.03 MINUTES OF MEETING HELD ON 7 FEBRUARY 2018

The Minutes were accepted as a true and accurate record of events.

D Newall noted one matter arising in relation to Recruitment. D Newall informed the Committee that, whilst steps had been taken to recruit new board members, the last round of recruitment was unsuccessful in attracting applicants with the requisite skills and experience.

PRESENTATION – TANYA CASTELL, CEO, CHANGING THE CHEMISTRY

T Castell provided an overview of the work of the organisation, Changing the Chemistry. T Castell outlined the benefits of a diverse board and outlined the ways in which the Board of Management of Glasgow Clyde College could try to achieve diversity of thought in its next round of board recruitment. Different methods were outlined and discussed with the Committee members including the development of the application process, hosting a board

information event and the relevance of interview panel membership.

T Castell outlined the broad range of services offered by Changing the Chemistry.

The Chair thanked T Castell for the insightful presentation.

19.04 BOARD MEMBERSHIP – VACANCIES, RECRUITMENT AND EXTENSION OF TERM

The Chair introduced the paper which had been circulated with the Agenda. The Chair, F Godsman and G Whiteford all reiterated their conflict of interest in any discussion on their end of term of office and agreed that they would, in turn, leave the meeting for the discussion to take place.

Extension of Period of Office

The Chair informed the Committee that he had commenced the process for the extension of period of appointment of the three Board Members whose term of office would end on 31 July 2019. The Chair confirmed that he had carried out Step 1 of the process, that being to have a discussion with the Board Members to ascertain the Board Member's desire to continue for a further term in office.

M Docherty

The Chair outlined the outcome of the discussion with M Doherty noting her desire to remain on the Board for a further term of office. The Committee then proceeded to consider the criteria under Stage Two of the Process, taking account of M Docherty's contribution in terms of performance, contribution at meetings and attendance. The Committee then considered M Docherty's evaluation (verbal input by the Chair) the skills mix of the Board and diversity. The Chair informed the Committee that he had discussed the possibility of M Docherty changing Committee membership but noted that M Docherty was satisfied that her skillset made her a well placed to continue to serve the Organisational Development Committee. Having considered all of the relevant factors, the Committee agreed to recommend to GCRB an offer of extending M Doherty's term of office for a further four year period.

DN/GM

F Godsman left the meeting for this discussion.

F Godsman

The Chair outlined the outcome of the discussion with F Godsman noting her desire to remain on the Board for a further term of office. The Committee then proceeded to consider the criteria under Stage Two of the Process, taking account of F Godsman's contribution in terms of performance, contribution at meetings and attendance. The Committee then considered F Godsman's evaluation

(verbal input by the Chair) the skills mix of the Board and diversity. Having considered all of the relevant factors, the Committee agreed to recommend to GCRB an offer of extending F Godsman's term of office for a further four year period.

DN/GM

F Godsman returned to the meeting

G Whiteford left the meeting for this discussion

G Whiteford

The Chair outlined the outcome of the discussion with G Whiteford noting his desire to remain on the Board for a further term of office but also acknowledging his potential work commitments that may make it difficult for him to continue to meet the Board commitments. The Committee then proceeded to consider the criteria under Stage Two of the Process, taking account of G Whiteford's contribution in terms of performance, contribution at meetings and attendance. The Committee then considered G Whiteford's evaluation (verbal input by the Chair) the skills mix of the Board and diversity. Having considered all of the relevant factors, the Committee agreed to recommend to GCRB an offer of extending G Whiteford's term of office for a further three year period.

DN/GM

G Whiteford returned to the meeting.

Board Vacancies

The Chair drew the Committee's attention to the document showing the end of term of office of the current Board Members. The Chair highlighted that four Committee Chairs would end their term of office next summer along with the end of term of his own period of appointment. The Chair informed the Committee that he would initiate the process for extending the term of office of the four Committee Chairs by way of initial discussion to ascertain their own desires. The Chair informed the Committee that he would then report to this Committee in the Autumn.

DN/GM

D Newall left the meeting

F Godsman, as Vice Chair of the Committee, invited the Committee to discuss the forthcoming end of term of office of the Chair. The Committee discussed the process for extending the term of office, noting that further information on this was required. In particular, clarity on what the role of the GCRB would be in extending term / recruitment. The Committee noted the proposed change to be implemented by the Good Governance Steering Group that being the remuneration of Chairs of incorporated, assigned Colleges. The Committee agreed to discuss this further once the aforementioned information was provided.

GM

D Newall returned to the meeting

D Newall highlighted the three vacancies on the Board and the two vacancies within the Finance & Resources Committee and the Learning & Teaching Committee. The Committee discussed the importance of ensuring the recruitment of a board member with the requisite skills to sit on the Finance & Resources Committee. The Committee discussed, at length, the recruitment process, taking account of the need to reach out to a diverse pool of candidates as per the earlier presentation by T Castell. The Committee noted the need to ensure gender balance on the Board. Discussions took place around a specific advert for those with financial skills. The Committee agreed to keep the advert broad at this stage to ensure a wider audience is reached, noting the option to specifically recruit for a financial candidate at a later stage. The Committee discussed succession planning and considered the appointment of co-optees to its Committees. .
Having considered the skills of the Board, the current vacancies and the further potential vacancies next year, the Committee agreed to commence recruitment engaging the services of Changing the Chemistry to review the recruitment pack, assist with a Board Information Event and to reach out to their network of potential candidates.

GM

19.05 EQUALITY IMPACT OF DECISIONS MADE

None.

19.06 REVIEW OF PAPERS (INCLUDING DISCLOSABLE STATUS)

All papers are confidential

19.07 ANY OTHER BUSINESS

None

DATE OF NEXT MEETING

A further meeting will be set for Autumn