

MINUTES OF A MEETING OF THE SEARCH AND GOVERNANCE COMMITTEE
HELD ON
WEDNESDAY 6 DECEMBER 2017 AT THE ISLE OF WIGHT COLLEGE

Governors Present:	Mrs Debbie Lavin	Principal
	Dr David Wake	Vice Chair
	Prof Nigel Hastings	Governor
	Ms Catherine Jackson	Support Staff Governor
	Mr Martyn Pearl	Governor
In Attendance:	Mr Brian Bowker	Clerk
Apologies:	Ms Ginnie Orrey	Chair

ACTION

26/17 DECLARATION OF INTEREST

There were no declarations of interest.

27/17 MINUTES OF THE MEETING HELD ON 8 JUNE 2016

With one amendment the Committee APPROVED the Minutes of 7 June 2017 as a true record of the meeting.

28/17 MATTERS ARISING FROM THE MINUTES OF 7 JUNE 2017

The Clerk informed Members that all the matters arising had been addressed or would be considered during the meeting.

29/17 MEMBERSHIP OF THE BOARD, COMMITTEE AND NEW APPLICATIONS

The Chair welcomed Mr Martyn Pearl to his first committee meeting.

Members considered the current membership and terms of office ending in 2018. The Clerk informed Members that he had circulated all governors regarding an extension to the terms of office of three current Members. Responses were in unanimous agreement. A lengthy discussion then ensued regarding the need to ensure that a rigorous approach is maintained to appoint new members and avoid complacency when monitoring Corporation membership. The Principal reminded Members that there had been 3 different Chairs of Corporation during her tenure. The need to monitor the age profile of membership, plan effectively for succession to key roles and seek applications from individuals in employment was stressed. It was then agreed that a recommendation to extend the three terms of office, for the individuals listed below, should be made to Corporation at the December 2017 meeting.

Clerk

Members noted that the current teaching staff governor has resigned due to personal circumstances and an interview for a replacement would take place later that day.

Members were informed that an application is pending for a potential governor who was not able to take up appointment until May 2018. It was agreed to consider this further at the February 2018 S&G Committee meeting.

Clerk

The Clerk was asked to target applications from the CECAMM employers network and following discussion it was agreed the Clerk should also advertise for new governors in the local press and liaise with the College's E&D co-ordinator to promote applications from non-traditional sources.

A brief discussion then took place regarding the request from Mr Steve Corbett to be granted a six month leave of absence from his role of governor at the College. Given Mr Corbett's significant knowledge of the College and its students and his role in an HE institution it was agreed to recommend approval of the request to Corporation.

Members CONSIDERED the report and recommended the following to Corporation:

- i. The current term of office for Dr David Wake to be extended by 18 months
- ii. The re-appointment of Prof Nigel Hastings for a further 4 years
- iii. The re-appointment of Mrs Sheila Paul for a further 2 years.
- iv. A six month leave of absence to Mr Steve Corbett, until May 2018.

30/17 GOVERNANCE PERFORMANCE INDICATORS 2017/18

For the benefit of the new member the Clerk explained the purpose of the PI's and informed the Committee that there were no issues or concerns regarding achieving the listed targets.

The Committee CONSIDERED THE REPORT.

31/17 REVIEW OF GOVERNANCE SELF ASSESSMENT PROCESS 2016/17

The Clerk reminded Members of the process for the 2016/17 Governance Self-Assessment. A lengthy discussion then ensued and the Principal stated that the current process provided an excellent review of governance but further work was required to clearly identify the contribution of Governors and the impact of their actions on College performance. A Member added that the Corporation should review its own performance and develop an ongoing quality improvement plan. It was agreed that further consideration should be given to the self-assessment process at the February 2018 Search & Governance meeting.

The Committee CONSIDERED the report.

32/17 GOVERNANCE COMPLIANCE REGISTER

Members considered the register and noted that there were no significant issues but the Clerk was asked to address the arrangements for ensuring that all governors are fully compliant with the requirements for mandatory E&D training.

Clerk

The Committee CONSIDERED the report.

33/17 ANY OTHER BUSINESS

There were no items of any other business.

33/17 DATE OF NEXT MEETING

Wednesday 21 February 2018 at 11.00am – A7.

Chairman _____ Date: _____

**MISSION STATEMENT
Putting Students First
Working for Employers
Supporting Our Community**