MINUTE OF THE NOMINATIONS COMMITTEE MEETING
HELD REMOTELY ON 18 AUGUST 2022 AT 2PM

PRESENT:

David Newall	Committee Chair
Fiona Godsman	Committee Member
Clare Walker	Committee Member

IN ATTENDANCE:

Kirsty Mavor	Clerk to the Board (Minute Taker)

22.01 WELCOME AND APOLOGIES

The Committee Chair welcomed everyone to the meeting.

Apologies were noted from Alan O'Donnell and it was also noted that there is a vacancy on the Committee. This will be discussed under AOB. In terms of its own remit, the Committee is quorate with three members present.

22.02 DECLARATIONS OF INTEREST

There were no declarations of interest.

22.03 DRAFT MINUTES OF MEETING HELD ON 7 OCTOBER 2021

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

22.04 ACTION GRID

The Committee noted the actions as listed in the action grid were completed.

The Chair provided an update on the recent recruitment exercise and confirmed that Maureen McKenna had been successfully appointed.

22.05 CO-OPTED MEMBERS

The Committee noted that at the 7 October 2021 meeting it had agreed in principle for members to be co-opted to the Board's Committees. The recent recruitment exercise has provided the opportunity for two members to be co-opted to the Learning and Teaching Committee and Audit Committee.

The Committee agreed that a draft Co-option process was important to establish that the Nominations Committee has clear oversight over the co-option process and to also ensure there is a fair and consistent approach. The Committee reviewed the draft process and suggested some minor amendments to the wording. It was agreed that these changes should be made by the Clerk and the process should then be circulated to the Board for approval. The Committee agreed that the Board should be asked to approve the process by email so that co-option can be in place for the start of the 2022/23 meeting cycle. **KM**

22.06 BOARD DEVELOPMENT DAY - AGENDA

The Committee discussed the proposed Agenda for the Board Development Day. Committee members considered that more Agenda time should be set aside for board only discussions surrounding both its own performance and its strategy for the upcoming session. It was agreed that the Agenda should be altered slightly to reflect these discussions and then circulated to the Board with the opportunity to provide topics for the open discussions. Further, it was agreed that the co-opted members **KM/DN**

should be invited to part of the Board Development Day as part of their induction to the College. **KM**

22.07 ANY OTHER BUSINESS

The Committee discussed its own membership and agreed that the Chair should ask one of the Non-Executive members if they are willing to join this Committee. **DN**

The Committee noted the tenures of all of the Board members and, in particular, the fact that three non-Executive members of the Board would complete the end of their second term in mid-2023. It was also noted that two further non-Executive members would complete their first term. It was agreed that a further recruitment exercise should commence in October/November 2022 to ensure that successful appointments are made before Summer 2023. **KM/DN**

DATE OF NEXT MEETING – TBC