Item 6a
For Noting

GLASGOW KELVIN COLLEGE

BOARD OF MANAGEMENT MEETING OF 31 AUGUST 2020

BOARD AND COMMITTEE MEMBERSHIP AND RECRUITMENT - UPDATE

REPORT BY CLERK TO THE BOARD

1 Introduction

1.1 The purpose of this report is to provide an update on Board and committee membership and Board recruitment plans for 2020/21.

2 Background and Update

2.1 An update was provided at the last meeting of the Board on Board and committee membership including the election of the teaching staff member, Colm Breathnach, and the 2 student members, Lauren McLaren and Sarah Loughran. The report also provided an update on the Board's revised committee structures and the associated chair, vice chair and membership of the Board's standing committees. This report provides further updates on Board and committee membership.

2.2 As members are aware the Board recently appointed Gerry Lyons and Heather McNeil to the Board of Management for the period to 31 July 2024. The Board's Nominations Committee made recommendations to Glasgow Colleges Regional Board who subsequently approved the appointments at their Board meeting in June 2020.

2.3 With respect to committee membership, Heather McNeil will be a member of both the Learning and Teaching Committee and the Finance and Resources Committee. Gerry Lyons will be a member of the Audit and Risk Committee.

2.4 The Board is asked to note and welcome each of the new members. The Board's full committee membership details are attached as appendix 1.

2.5 In terms of 2020/21, 3 non-executive members first term of appointment ends on 31 July 2021; 2 members' second term of appointment ends on 31 July 2021 and the current 2 co-opted members' term of office also ends on 31 July 2021. Student member terms of office are all currently one year.

2.6 With respect to non-executive members, those who have served only one term of appointment are eligible for re-appointment via a recommendation from our Nominations Committee to Glasgow Colleges Regional Board. Where a member has previously been re-appointed to the Board, in terms of the Ministerial Guidance, a recruitment exercise will be required. Those members are able to apply to continue to be members of the Board of Management.

2.7 Each member affected will be contacted to establish their intentions. The Board is therefore asked to note that a recruitment exercise will be undertaken for any arising vacancies, most likely in Spring 2021. The Board's Nominations Committee will undertake this process, in line with Ministerial Guidance, with the aim to make recommendations to GCRB and finalise any appointments prior to the end of the academic year.

3 Board and Committee meeting arrangements

3.1 As members are aware, due to Covid-19 restrictions, our Board and committee meetings have all been held online since mid-March 2020. The expectation is that online meetings will continue for a further period of time and certainly through the first cycle of committee meetings during September 2020 and most likely beyond that. Clearly, the matter will be kept under review with the expectation that we will eventually be able to meet on campus when Government advice enables us to do so. Members will of course be kept up to date on this matter.

3.2 In the current circumstances, the Board's Executive Committee will continue to be used to deal with appropriate issues arising in between Board meetings. This enables effective oversight during this particular period of challenge and change while continuing to reserve key decision making with the Board of Management.

4 Resource Implications

4.1 There are no additional resource implications as a consequence of this report.

5 Equalities

5.1 No adverse impacts on individuals with protected characteristics have been identified as a consequence of this report.

6 Risk and Assurance

6.1 Risk to the College is mitigated by ensuring appropriate Board membership and this update on membership provides assurance with regard to the Board's membership arrangements.

7 Data Protection

7.1 There are no data protection implications arising as a consequence of the report.

8 Recommendations

8.1 It is recommended that members:

i) note the appointment of Gerry Lyons and Heather McNeil to the Board of Management for the period to 31 July 2024;
ii) note the Board's committee membership as detailed in appendix 1;
iii) note the Board's planned re-appointment and recruitment processes with a view to appointing non-executive members to the Board by the end of the academic year; and
iv) note the current position with regard to arrangements for Board and committee meetings.

9 Further Information

Further information can be obtained from Douglas Wilson, Clerk to the Board of Management at douglaswilson@glasgowkelvin.ac.uk or from Ian Patrick, Chair of the Board of Management

Appendix 1

Glasgow Kelvin College
Board of Management – Committee membership 2020-21

Audit and Risk (Quorum – 4)	
John Hogg (Chair)	
Debbie Thomson (Vice Chair)	
Michael O'Donnell	
Anne McTaggart	
Fiona Taylor	
Elaine Clafferty	
Gerry Lyons	
Eileen O'Neill (co-opted)	
Learning and Teaching (Quorum – 5)	
Marion Allison (Chair)	
Elaine Clafferty (Vice Chair)	
Michael O'Donnell	
Heather McNeil	
Stephen Birrell	
Ian Patrick	
Derek Smeall	
Colm Breathnach	
Lauren McLaren	
Sarah Loughran	
Finance and Resources (Quorum – 4)	
Laura Birch (Chair)	
Rob Doyle (Vice Chair)	
Stephen Birrell	
Marion Allison	
Ian Patrick	
Derek Smeall	
Mohammed Razaq	
Heather McNeil	
Ian McCaskey (co-opted)	
Executive Committee: Ian Patrick (Chair), Rob Doyle (Vice Chair), John Hogg, Laura Birch, Marion Allison and Anne McTaggart	
Remuneration Committee: Rob Doyle (Chair), Laura Birch (Vice Chair), Ian Patrick, John Hogg, Marion Allison and Debbie Thomson	
Nominations Committee (pool of members): Ian Patrick (Chair), Rob Doyle (Vice Chair), John Hogg, Marion Allison, Laura Birch, Fiona Taylor, Mohammed Razaq and one student member (Note: when acting as appointments panel must also have an independent person; separate arrangements operate for both the appointment of the Chair and Principal)	