

APPROVED minutes



The University of Manchester

## NOMINATIONS COMMITTEE

23 November 2022

**Present:** Philippa Hird (Chair), Marilyn Comrie, Anna Dawe, Zeb Farooq (items 1-6), Prof Danielle George (items 1-6), Jim Hancock, Roz Webster.

**Apologies:** Nick Hillman

**In attendance:** Prof Dame Nancy Rothwell (President and Vice-Chancellor) (except for item 6), Patrick Hackett (RSCOO, items 1-6), Mark Rollinson (Deputy Secretary), Sally Ainsworth (minutes)

### 1. Declarations of Interest

**Noted:** No additional declarations of interest were made.

### 2. Minutes

**Resolved:** To approve the minutes of the meeting held on 12 October 2022

### 3. Matters arising

None to report

### 4. Lay membership of the Board

**Received:** a report on vacancies for lay membership of the Board.

**Noted:**

- i. Members were reminded that one position was already vacant (the position proposed for appointment by the Alumni Association, to replace Raoul Shah) and the other would become vacant shortly when Richard Solomons steps down from the Board. Therefore at the February meeting of the Board of Governors, there will only be 11 lay members.
- ii. Members were reminded that the three areas of experience that the Board was looking to recruit to were: current or recent experience as a Chief Executive Officer; significant and senior experience in property and real estate; and experience and understanding of innovation and entrepreneurship.
- iii. Members were presented with a list of potential candidates for consideration, and discussed if candidates for both positions could be sought through the Alumni Relations database, or if the University should recruit from a wider market, using a search agent, as has previously happened.

- iv. A meeting of the DDAR Nominations Committee will be held on 7 December 2022 (as required under the Alumni Association constitution for the member proposed for appointment by the Alumni Association) to recommend a final list of candidates to the Board Nominations Committee.

**Agreed:**

- i. That the Board of Governors approve the role specification at its meeting on 24 November 2022. **Action: Deputy Secretary**
- ii. That the potential alumni candidates that Nominations Committee members had identified be referred to the DDAR Nominations Committee, to seek confirmation that initial approaches be made **Action: Deputy Secretary**
- iii. That careful consideration would need to be given to how the University engages with the potential candidates **Action: Deputy Secretary**
- iv. That Committee vacancies would need to be addressed next, in particular those on Finance Committee.

## **5. Non-academic member of staff on the Board of Governors**

**Received:** a report recommending an approach to the process for filling the vacancy for the Board member position reserved for a member of staff other than academic or research staff, that will arise at the end of the current academic year.

**Noted:**

- i. Possible options to consider for filling the vacancy for the Board member position reserved for a member of staff other than academic or research staff.
- ii. In 2020-21, the Committee and the Board of Governors proposed amending the relevant Statute to enable the staff Board member to be chosen via an open and transparent nominations process against an agreed role specification. As required under the Charter, Senate was provided with an opportunity to express an opinion on the proposed change. At its meeting on 3 February 2021, Senate agreed to conduct a ballot of members by email on the proposal to move to a nominations process. The ballot did not endorse the proposed amendment.
- iii. Having heard the outcome of the ballot, the Board agreed not to proceed with proposals for change at its meeting later in February 2021.
- iv. In recent years revisions to General Assembly membership had reduced the staff component from twenty to eight. Only Professional Services (PS) staff (ie non academic/research) were eligible to stand for election to the Board under the provisions of the Statute, which reduced the pool of eligible General Assembly members to six (there was one current vacancy so the actual eligible pool was five).

**Agreed:**

- i. To elect a replacement member in accordance with current Statutes and the related Regulation. **Action: Deputy Secretary**
- ii. To contact the eligible members on the General Assembly and ascertain if they would be interested in the role **Action: Deputy Secretary**
- iii. To recruit initially for a two year period
- iv. During this two year period, Nominations Committee to consider other options to fill the position, for potential implementation before the position next becomes vacant.
- v. Devise a timetable for nomination and election, and at the January 2023 meeting of the General Assembly remind members of their role in the process as set out in Statute and Regulation. **Action: Deputy Secretary**

## **6. Any other business**

None to report

## 7. President and Vice-Chancellor succession arrangements

**Received:** a report outlining the consultation on skills and experience required for the President and Vice-Chancellor Appointment Panel and recommending membership of the Appointment Panel for the President and Vice-Chancellor, for approval by the Board at its meeting on 24 November 2022.

(NB Zeb Farooq, Danielle George and Patrick Hackett left the meeting whilst discussions regarding the membership of the Appointment Panel took place.)

### Noted:

- i. The Chair thanked Committee members for their thoughtful responses to her request for views on the schedule of skills and experience needed for the President and Vice-Chancellor Appointment Panel.
- ii. The proposed membership listed below was considered by the Committee:  
Philippa Hird- Chair of Board (Chair of the Panel)  
Sam Bronheim – Student Union Affairs Officer  
Dan George - Senate Board member  
Colette Fagan – Vice-President for Research  
Richard Jones – Vice-President for Regional Innovation and Civic Engagement  
Zeb Farooq - General Assembly member  
Ann Barnes - Deputy Chair of Board  
Natasha Traynor - Associate Board member  
Patrick Hackett - Registrar, Secretary and Chief Operating Officer
- iii. Appointment to the Panel was *ad hominem*, noting that the term of office of some Board members may expire before the Panel met with candidates. Any requirement for changes in personnel would be brought back to the Committee
- iv. There were two options for National Teaching Fellow, and two potential external members and the Committee agreed a priority candidate to be approached in each category. The Chair agreed to make approaches and confirm appointments to the Committee
- v. A key next step was to consult widely across the institution and with key external stakeholders to determine the specification and this was being actioned.

### Recommended:

- i. The mix of skills and experience necessary for the Appointment Panel
- ii. Membership of the Appointment Panel as listed above. **Action: Deputy Secretary**

## 8. Dates of future meetings (noting that a further meeting will need to be arranged in mid-December/early January to consider candidates for appointment to the Board as lay members. Other ad-hoc meetings may also be required)

Wednesday 15 March 2023 11am

Wednesday 17 May 2023 12pm