

Approved minutes



NOMINATIONS & GOVERNANCE COMMITTEE

13 December 2023

Present: Philippa Hird (Chair), Marilyn Comrie, Anna Dawe, Jim Hancock, Nick Hillman and Tom Jirat

Apologies: Zeb Farooq, Prof Danielle George

In attendance: Prof Dame Nancy Rothwell (President and Vice-Chancellor), Patrick Hackett (RSCOO), Mark Rollinson (Deputy Secretary), Sally Ainsworth (minutes)

1. Welcome and declarations of interest

Noted: No additional declarations of interest were made.

2. Minutes

Resolved: To approve the minutes of the meeting held on 13 October 2023.

3. Matters arising

None to report, other than matters already included on the agenda.

4. Lay member recruitment: external partner

Received: a report updating the Committee the process to select an external partner to assist with lay member recruitment, including proposed timeline.

Noted:

As previously agreed by the Committee, a longer-term partner to assist with lay member recruitment was being sought. The contract will be for an initial period of two years (24 months), with a further two, 12-month extension periods up to a combined total of four years (48 months). The proposed timeframe for the process was:

Publication of Requirement 22/01/24

Deadline for receipt of Clarification Requests 05/02/24

Deadline for University's response to Clarification Requests 12/02/24

Deadline for receipt of Submissions noon 19/10/24

Clarification and evaluation of Submission 19/02/24-08/03/24

Notify bidders of outcome 15/03/24

Contract Start (following mobilisation period) April 2024

Agreed:

- i. The Committee agreed to the proposed timeframe
- ii. That interested members would be invited to form a panel to meet the providers shortlisted (in the evaluation period outlined above) **Action: Deputy Secretary**

5. General Assembly membership

Received: a report setting out options for further appointments to the General Assembly

Noted:

- i. Over the past year, several members have stood down from their positions, creating vacancies, which the Committee was invited to consider.

[Redacted]

[Redacted]

[Redacted]

Redacted – restricted information

- v. The Committee were also provided with a list of the appointed members whose first terms will come to an end on 31 August 2024, and asked to consider if those eligible be invited to stand for a further term.
- vi. Members were informed that elections for staff, Senate and Alumni member positions on General Assembly will be held in 2024.
- vii. Over the last two years, the Social Responsibility Team have provided an excellent series of informal virtual engagement sessions based on the five themes in the Social Responsibility and Civic Engagement Plan. Although well received by the members who attended these, attendance at these non-core elements has been patchy. The Governance Office will meet with the Social Responsibility Team to discuss methods of engagement for the coming year, and an update will be provided at the next meeting of the Committee.

Agreed:

[Redacted]

[Redacted]

Redacted – restricted information

- iv. The Governance Office to collate the attendance rates of those eligible to stand again and present a report to the next Committee meeting, before making approaches to individuals. **Action: Deputy Secretary**

- v. General Assembly members to be invited to assess the effectiveness of the body, via a questionnaire, the results of which to be presented at the June 2024 meeting, after initial consideration by the Nomination and Governance Committee. **Action: Deputy Secretary**

- vi. An update to be provided to the next meeting of the Nominations Committee on potential engagement with members outside of the two formal meetings per year. **Action: Deputy Secretary**

6 Alumni Association Chair

Received: a report regarding the tenure of the current Alumni Association Chair

Noted:

- i. The tenure of the current Chair of the Alumni Association, Katherine Leopold was due to end in May 2024.

- ii. The Chair of the Association was appointed by the University Board for an initial term of three years, normally renewable once only for a further term of three years on the recommendation of the Division of Development and Alumni Relations.

- iii. The second term of the current Chair (Katherine Leopold (BA German and Linguistics 2001) was due to end in May 2024.

- iv. The Committee was asked to support the extension of the tenure until May 2025 to provide continuity during bicentenary celebrations and the launch of the University's Fundraising and Volunteering Campaign

- v. An exceptional extension until May 2025 would enable the current experienced, engaged and trusted chair to carry out a range of high-profile duties in bicentenary year and at Campaign launch, maximising the opportunity for DDAR and ensuring a coherent experience of celebrations for the alumni community. (It would also acknowledge the valued contribution of the current Chair).

- vi. During 2024, candidates for the post beyond May 2025 would be considered, with the preferred candidate put to the Board for approval.

Recommended:

That the Board appoints the current Chair of the Alumni Association, Katherine Leopold, for a further one-year term, until May 2025, subject to assurance from the Division of Development and Alumni Relations that work on planning for a successor was going on in parallel.

7 President and Vice-Chancellor recruitment

Received: an update on the President and Vice-Chancellor appointment process.

Noted:

- i. Members were updated on the conclusion of the appointment process for the next President and Vice-Chancellor.
- ii. After the closing date for the expressions of interest in the role, the Appointment Panel (chosen by Nominations and Governance Committee), met on 13 September 2023 to agree a longlist. Sixteen candidates were identified and a further meeting of the Appointment Panel on 12 October 2023 agreed a shortlist of six candidates
- iii. All six shortlisted candidates were invited to Manchester for a series of informal meetings with members of Senate, students (including members of the Students Union Executive Team), local civic leaders, the Senior Leadership Team, and individual meetings with the Chair of the Board, the current President and Vice-Chancellor, the RSCOO and the Chief Financial Officer.
- iv. Interviews with the six shortlisted candidates took place on 7 and 8 December 2023, where candidates were assessed against the nine criteria in the person specification.
- v. Following the conclusion of the recruitment process, the Appointment Panel unanimously agreed on a preferred candidate.
- vi. The Board will be asked to consider the recommendation to appoint Professor Duncan Ivison when they meet later today. Following on from this, there was a detailed communication plan to disseminate news of the appointment. Members were asked to note that the recommendation was subject to formal ratification by the Board and would then be strictly embargoes until the announcement was made public in w/c/18 December.

8. Any Other Business

None to report

9. Dates of future meetings in 2023-24

All 11am to 1pm:

Wed 6 March

Wed 8 May