



The University of Manchester

NOMINATIONS & GOVERNANCE COMMITTEE

8 MAY 2025

Present: Philippa Hird (Chair), Anna Dawe, Zeb Farooq, Jim Hancock, Matt Haworth, Nick Hillman, Tom Jirat.

In attendance: Patrick Hackett (RSCOO), Mark Rollinson (Deputy Secretary), Sally Ainsworth (minutes), (Sian Brown and Maisie Grover from Saxton Bampfylde for item 8)

Apologies: Prof Danielle George, Prof Duncan Ivison, Emma Wade-Smith

1. **Apologies and declarations of interest**

Noted: No additional declarations of interest were made.

2. **Membership**

Noted: Matt Haworth was welcomed to his first meeting of the Committee.

3. **Minutes**

Agreed: To approve the minutes of the meeting held on 5 March 2025

4. **Matters arising**

Noted: All matters arising were covered elsewhere on the agenda.

5. **Committee membership**

Received: a report detailing Board committee vacancies for 2025/26

Noted:

The report updated the Committee about committee membership and highlighted where the vacancies will be in the academic year 2025/26.

It was noted that two new lay members will be appointed from 1 September 2025, and members agreed that would be preferable to consider the Committee vacancies again once these appointments had been made.

Agreed:

- i. To recommend to the Board that Professor Fiona Smyth be appointed to the Remuneration and People Committee from 1 September 2025.
- ii. That the appointment of a co-opted member to the Audit and Risk Committee be organised in-house, potentially with support from the People Directorate (Talent Acquisition).
- iii. That appointments to the remaining Committees be considered by the Chair following the current round of recruitment for lay members, and agreement from members sought by email circulation. An additional meeting may be arranged if required to agree the following appointments:
 - the appointment of one lay member and one Senate member to the Nominations and Governance Committee
 - the appointment of one lay member to the Awards and Honours Group

- the appointment of a lay member to the Audit and Risk Committee
- Action for all: Deputy Secretary**

6. Alumni Association Chair

Received: a report regarding the replacement of the Chair of the Alumni Association

Noted:

- The tenure of the current Chair of the Alumni Association, Katherine Leopold, is due to end in May 2025, at the conclusion of her final term of office.
- The appointee to the Chair position must have displayed a record of assistance to the University. The recommendation for the new Chair of the Alumni Association is Naa Acquah (BA Hons Religion and Theology, 2014; MA International Politics, 2017).
- Naa has retained significant involvement with the University since she completed her studies. Naa was General Secretary of the University of Manchester Students' Union for two terms between 2015-2017. Since then, she has undertaken numerous volunteer roles for the University. Due diligence on the candidate was satisfactory.
- The appointment process had changed from a ballot of Association members to an appointment process, based on a candidate's suitability against a role description (see Appendix A), in 2021. It was suggested that a review of the appointment process (for example to ensure consistency with similar processes, ie appointment of lay General Assembly members to the Committee) be considered and an updated proposal be shared with the Committee in due course.
- Members were very supportive of the proposed appointment.

Agreed:

- To recommend that the Board approve the appointment of Naa Acquah as Chair of the Alumni Association from 1 June 2025 until 31 July 2028.

7 Ordinance IX: Subsidiary and Other Related Undertakings

Received: a report recommending Board approval of Ordinance IX

Noted:

- As part of review of Ordinances and General Regulations, a number of amendments to Ordinance IX: Subsidiary and Other Related Undertakings were considered by Finance Committee which recommended approval of the revisions.
- The revised Ordinance was presented for Nominations and Governance Committee to recommend onward to the Board for approval.
- Members were provided with an overview of changes and a tracked changes version of the Ordinance.

Agreed:

- To recommend that the Board approve the revisions to Ordinance IX

8. Lay member appointments to the Board

Received: the long list report provided by Saxton Bampfylde, the Board's approved search partner, containing potential candidates for appointment to the two lay member vacancies from 1 September 2025.

Agreed: After discussion with representatives of Saxton Bampfylde, a longlist of twelve potential candidates for further discussion at a shortlist meeting on 20 May

2025.

9 Any Other Business
None to report

APPENDIX A

CHAIR OF ALUMNI ASSOCIATION ROLE DESCRIPTION PURPOSE OF ROLE:

The Chair serves as a prominent advocate for The University of Manchester's alumni community, contributing to important decision-making processes, fielding alumni enquiries with discretion, and engaging directly with students and alumni to foster community and connection. It promotes the University's reputation and achievements and plays a vital role in strengthening alumni relations, enhancing the University's visibility, and supporting its mission through leadership, communication, and outreach.

RESPONSIBILITIES:

- To act as a figurehead of The University of Manchester alumni community
- To attend The University of Manchester Foundation Day, (annually, October)
- To speak and respond to questions at the Alumni Association Online Open Meeting, (annually, typically autumn)
- To deliver the Cockcroft Rutheford Lecture vote of thanks (annually, typically spring)
- To contribute to DDAR General Assembly Nominations Committee
- To contribute to DDAR Chancellor Nominations Committee
- Play a full role in promoting the University within their networks, raising the profile of the University of Manchester where appropriate
- Fielding and forwarding enquiries from alumni with discretion, judgement and sensitivity
- Other ad hoc requirements including: graduation commencement speaker, hosting alumni events, meeting with students and alumni.

QUALITIES:

- A Graduate qualification from the University of Manchester
- A demonstrable record of assistance to the University since graduation
- An understanding of the strategic relevance and applications of alumni engagement, and a demonstration of a personal commitment to, and belief in, education, research and scholarly enquiry
- Proven experience of managing relationships with senior individuals
- Outstanding interpersonal skills with the necessary listening, facilitation and negotiation skills to represent the University at the highest levels, coupled with the highest levels of tact and discretion required to deal with highly confidential information
- Possession of, and the ability to exercise, excellent judgement and discretion
- An excellent and experienced collaborator, who understands the importance and the benefit of working in partnership, both in teams and with external stakeholders
- An ability to promote the often complex work of the University with the utmost enthusiasm, clarity and integrity, within the context of an overarching alumni engagement and University strategy
- The ability to travel to the University of Manchester campus a minimum of three times per year.