

**MINUTES OF THE MEETING OF THE GOVERNANCE COMMITTEE
ON FRIDAY 28 JUNE 2024 AT 10:00 HRS
ON TEAMS**

Present

Phil Cotton	Independent Governor & Chair
Professor James Knowles	Vice-Chancellor & Committee member
Sharath Ranjan	Independent Governor

In attendance

Jim Irving	Pro Vice-Chancellor Students and Governance
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24/15 Welcome & Apologies

There were apologies from Councillor Alexander Winning, Dr Francesca Gwynne, and Bridget Woolven.
The meeting was quorate.

24/16 Conflict of Interests

No conflicts were declared.

24/17 Minutes of 19 March 2024

Confidential Unreserved

Approved.

24/18 Matters arising from the previous meeting

**Presented by: Jim Irving,
Pro Vice-Chancellor Students and Governance**

**Paper 24/GC/10
Confidential Unreserved**

24/19 Membership of the Board and its Committees 2023/24

Presented by: Jim Irving

**Paper 24/GC/11
Confidential Unreserved**

24/20 Board Recruitment & Committee Chairs 2024/25

Presented by: Jim Irving

**Paper 24/GC/12
Confidential Unreserved**

24/21 Recruitment & Election of Chair for term commencing 2024/25

Presented by: Jim Irving

**Paper 24/GC/13
Confidential Unreserved**

24/22 Recruitment of Chancellor

Presented by: Jim Irving

**Paper 24/GC/14
Confidential Unreserved**

24/23 Committees' Terms of Reference
Presented by: Jim Irving

Paper 24/GC/15
Open

- i. The Committee noted the terms of reference for the committees of the Board of Governors.
- ii. In addition to the amendments to the terms of reference for the Finance and Resources Committee which had previously been approved by the Board, the Committee noted that the People and Culture Committee had proposed amendments to its terms of reference at its meeting on 13 June 2024.
- iii. The proposed changes to the People and Culture Committee terms of reference included amending references to staff and student wellbeing to become staff and student experience, reflecting the holistic oversight of the committee.
- iv. In addition, the committee would monitor student continuation, retention, satisfaction and progression in line with the regulatory framework.

24/24 Governance Effectiveness Review (GER) Progress Report
Presented by: Jim Irving

Paper 24/GC/16
Open

The Committee:

- i. Noted the progress that had been made in the delivery of actions and recommendations arising from the GER in 2023/24.
- ii. Noted the planned activity which would take place in 2024/25. This would include a focus on enhancing academic assurance.

24/25 Scheme of Delegation
Presented by: Jim Irving

Paper 24/GC/17
Confidential, unreserved

24/26 Committee's Self-Evaluation
Presented by: Jim Irving

Paper 24/GC/18
Open

- i. The Committee considered its self-evaluation report.

24/27 Order of Business
Presented by: Jim Irving

Paper 24/GC/19
Open

- i. The Committee considered and noted the planned order of business for 2024/25.

24/28 Dates of next meeting:

Tuesday 5 November 2024 16:00hrs.

24/29 Other business

This being the last Governance Committee meeting of the Chair, the Chair thanked members of the committee for their support with the business of the Committee during their tenure. Committee members thanked the Chair for his effective chairmanship in steering the important work of the Committee.

Meeting closed at 10:26hrs.