

Ruskin College

Minutes of a meeting of the Search Committee held by telephone conference on Wednesday 19th October 2011 at 9.00am

Consulted: David Norman (Chair), Audrey Mullender, John Fray (part), Carole Orgell-Rosen (part)
Also present: Chris Wilkes, Helen Jeffries (Clerk)

1. **Apologies for absence** **Action**
No formal apologies were received at the meeting. Liz Mathews conveyed her apologies after the meeting. Mike Bradley was unable to join the teleconference due to technical problems
2. **Minutes of the last meeting**
 - 2.1 **Agreed:** that item 2.2 of the minutes of the last meeting should be deleted Clerk✓
 - Agreed:** that “??” in item 9 of the minutes should be replaced with “ Webb Memorial Trust” Clerk✓
3. **Matters arising**
There were no matters arising not covered elsewhere on the agenda.
4. **Membership of Council**
 - 4.1 **Noted:** that John Jones and Roger McKenzie have been nominated by UNISON to the Council
 - 4.2 **Agreed:** that Alan Shepherd should be put forward to Council as a co-opted member.
 - 4.3 **Noted:** that Professor Alan Jenkins had made it known to the Principal that he would like to step down as an Academic Advisor. His proposed successor was Professor Miriam David. Professor David is an emeritus Professor, an extremely distinguished academic and a Fellow of the RSA. Professor David would be pleased to accept the role of Academic Advisor, and, importantly, her appointment would retain the spread of academic experience across the three academic groups.
Agreed: that Professor Miriam David be put forward to Council as Academic Advisor replacing Professor Alan Jenkins. Clerk✓
5. **Governing Executive**
 - 5.1 **Noted:** that Chris Baugh had reached the end of his third term of office on Governing Executive, that he had been a good member of the Governing Executive and that he was a person of substance who was able to act nationally.
Agreed: that Chris Baugh should be recommended to Governing Executive for a further term of office
 - 5.2 **Noted:** that John Fray had reached the end of his fifth term of office on Governing Executive, and that he had been a stalwart member of the Governing Executive
Agreed: that John Fray should be recommended to Governing Executive for a further term of office

John Fray joined the meeting at 09.19am

The Chair withdrew from the meeting for the next item.

 - 5.3 **Noted:** that David Norman had reached the end of his seventh term of office on Governing Executive, and that, as always, he had performed sterling work on Governing Executive and all the other Committees on which he sits.
Agreed: that David Norman should be recommended to Governing Executive for a further term of office.

Ruskin College

The Chair re-joined the meeting at 09.23am

5.4 Noted: that Pearl Ryall had reached the end of her fourth term of office on Governing Executive, and that she was a valuable member of that committee and Project Board, and was very generous with her time.

Agreed: that Pearl Ryall should be recommended to Governing Executive for a further term of office.

5.5. Noted: that Jan Etienne was deemed to have withdrawn from Governing Executive, thus leaving a vacancy.

Noted: the Principal reported that Roger McKenzie (Deputy General Secretary of UNISON) who lived in Oxford, had indicated his wish to become more involved with the College and was willing to give time in pursuit of this.

Agreed: that Roger McKenzie should be recommended to Council as a member of Governing Executive.

5.6 Agreed: that Alan Shepherd should be recommended to Council as a member of Governing Executive.

Noted: that the Search Committee needs to bear in mind the representativeness of the Governing Executive. The Principal noted that there are a number of other organizations that could be approached for nominations to Council, including CRISIS Searchlight, ASPIRE (all with female CEO's), a local African History Organisation and ACCORD. The Principal suggested that it would be appropriate to approach groups that would broaden the basis of Council. This was agreed AM

5.7 Noted: that Carole Orgell-Rosen would come to the end of her annual term of office as a co-opted member.

Agreed: that Carole Orgell-Rosen be recommended for re-election as a co-opted member of the Council for 2011/12.

6 **Governing Executive Attendance**

Noted: that Ann Hock's attendance at Governing Executive in the last academic year had been poor. The Chair drew attention to item 7 in the minutes of the previous meeting, which noted that Ann had been in touch to explain and to apologise and that she had indicated that she would be in a position to attend meetings regularly from now on. Her attendance at Finance Committee had been better.

Agreed: that Ann Hock should remain as a member of Governing Executive

Noted: that Jo Morris did not attend any meetings in the last academic year.

Agreed: that Jo's continued membership would nevertheless be welcome and that she had been in touch.

Noted: that Doug Nicholls had not attended any meetings in the last academic year. He had just been elected as General Secretary of the GFTU, and it was felt that this would further strengthen links with the GFTU.

Agreed: that Doug should remain as a member of Governing Executive and that John Fray would pass on congratulations on his election. JF

7 **Vacancies on other committees**

7.1 Replacement for Jan Etienne on Audit Committee

Agreed: that Alan Shepherd should be approached as a replacement for Jan Etienne on the Audit Committee Clerk✓

Ruskin College

Carole Orgell-Rosen joined the meeting at 09.35am

7.2 Replacement for Andy Bain on Audit Committee

7.3 Replacement for Pam Johnson on Audit Committee

Noted: that members of the Audit Committee need not be members of Governing Executive, so consideration could be given to Council members. Both Gordon Beesley and Jim Mowatt were suggested, with the new President of the TSSA (Harriet Yeo) as a fallback option.

Agreed: that Gordon Beesley and Jim Mowatt should be approached as replacements for Andy Bain and Pam Johnson on Audit Committee Clerk✓

7.4 Replacement for Jane Dixon on Project Board

Noted: that a replacement need not come from a full committee, but cannot be on the Audit Committee.

Agreed: that the Principal should approach Jo Morris as the commitment required would be in the short term only. AM

Agreed: that Wendy Dawson (former Ruskin student and member of staff) should be kept in mind as fallback nominee.

8 Attendance at other committees

Noted: that, other than at the Audit Committee, attendance was generally good. The Audit Committee agreed at its meeting of 17 June 2011 that in future some meetings could be held by teleconference. This would be discussed at the next meeting in November.

9 Date of next meeting

Agreed: that a meeting should be held when necessary at a date and time to be agreed.

There being no further business the meeting closed at 09.50am