

**Minutes of the Search and Governor Development Committee held on Friday 27 March 2009 at 16.30 hrs in the
 Principal's Room, Science Park Campus, Cambridge**

MINUTES

Present Alex Plant (Chair)
 Raymond Tait
 Rick Dearing

Clerk Julia Kennedy

Section 1: General			Action	By
1.1	Apologies for absence	There were no apologies for absence.		
1.2	Minutes of the meetings held on 14 November 2008	The Minutes of the meeting were agreed to be a true record and signed by the Chair.	Chair	
1.3	Matters arising from the Minutes	There were no matters arising.		
1.4	Declaration of Interest	There were none.		

Section 2: Matters for Decision		Action	By	
2.1 and 2.2	<p>Search/04/08-9 Corporation and Committee Membership</p> <p><u>and</u></p> <p>Search/05/08-9 Corporation Standing Orders</p>	<p>These two papers were considered together.</p> <p>The Committee's discussion covered—</p> <ul style="list-style-type: none"> • optimum size of the Corporation • benefits of reducing the size of the Board • the number of Governors required for each Corporation Committee • the quoracy required for each Committee and Governors' attendance records • the importance of selecting Governors with skills relevant to the non-delegable functions of the Corporation and to the work of the Committees • other paragraphs in the Standing Orders that required amendment. <p>The Search Committee recommended to the Corporation—</p> <ul style="list-style-type: none"> • a reduction in Membership of External Members from 13 to 11, with a consequential reduction in the total Membership of the Board from 18 to 16 Members • amendment of the Standing Orders at paragraph 2.1, consequential amendments to other paragraphs, and a change to paragraph 5.11. <p>The Committee noted that the Clerk will attach a track changes version of the Standing Orders for the meeting of the Corporation on 1 April 2009.</p> <p><u>Student Governor</u> The recruitment and retention of Student Governors was discussed. Governors considered that recruitment via the Student Liaison Committee, which is made up representatives elected from each academy, would be an effective route and noted that it would provide the potential of recruiting as Governors students who are entering a second or third year at the College.</p>		

		<p>The Search Committee <u>noted</u> with sadness the untimely death of Aaron Cook. The Committee <u>recommended</u> to the Corporation that the vacancy is left unfilled until the Autumn Term 2009, and noted that the Clerk will approach the Student Liaison Committee for nominations at that time.</p> <p><u>Staff Governor</u> The term of office of the Academic Staff Governor, Reza Assadi, expired at the end of January 2009. The Search Committee noted that Reza Assadi's attendance was good, and that he made a valuable contribution to both the Corporation and the Learning and Achievement Committee.</p> <p>The Search Committee <u>recommended</u> to the Corporation the extension of Reza Assadi's term of office for a further four years to 28 January 2013.</p> <p>The Committee <u>noted</u> that the term of office of a further four External Governors is due to expire at the end of July 2009, and that two Governors had indicated they wished no further extension to their term of office.</p>		
--	--	---	--	--

Section 3				
3.1	Items for the Next Agenda	Agenda items to include— <ul style="list-style-type: none"> • review of Corporation and Committee Membership • performance report to cover attendance, training, and skills. 		
3.2	Self-Assessment of Governor Performance	In order to evaluate the meeting and identify any changes necessary to maintain the effectiveness of the Committee, the Chair asked the following questions— <ul style="list-style-type: none"> • Were the agenda and papers clearly presented? • Was there time for sufficient debate and critical review of each item? • Do members consider that they were able to participate fully? The Committee agreed that the papers succinctly presented the issues for consideration, and that the recommendations going forward to the Corporation had been properly considered and debated.		
3.3	Date of Next Meeting	The date and time of the next meeting was confirmed as Wednesday 27 May 2009, subject to the flexibility required to interview any prospective candidate.		
	The meeting closed at 5.35 pm. Julia Kennedy Clerk to the Corporation SignedChair Date.....			