

## Appointments Committee

15/19 A meeting of the Appointments Committee was held in Committee Room 2, Whiteknights House on Monday 12 October 2015 at 2.15 pm.

Present:

The President of Council (Mr C.C. Fisher)  
The Vice-Chancellor  
Pro-Vice-Chancellor (Professor Brooks)  
Dean of the Faculty of Science (Professor Cosh)  
Mr R. Dwyer  
Mr S. Hawker  
Ms S.M. Woodman

In attendance:

Dr P. Preston  
Head of Governance (Ms L.V. Sharman)

Apologies:

Mr S. Sherman  
Dr R.J. Messer

The President welcomed Professor Cosh to his first meeting of the Committee.

15/20 The Minutes (15/10-15/18) of the meeting held on 22 June 2015 were approved.

Arising on the Minutes:

Minute 15/15: Lay Membership of the Council in Class 2

Report that, at its meeting on 13 July 2015, the Council approved the recommendations of the Committee in regard to the appointment of lay members in Class 2 that:

Mr Robin Evans be appointed as Vice-President from 1 January 2016 and that his membership in Class 2 be extended to 31 July 2018.

Minute 15/16: Appointments to Committees and other bodies

Report that, at its meeting on 13 July 2015, the Council approved a series of appointments to Committees and other bodies.

#### Minute 15/17 Committees of the Council

Report that, at its meeting on 13 July 2015, the Council approved that:

The terms of reference of the Appointments Committee be amended to include:

- (a) Consideration of governance arrangements in the round, including but not limited to those encapsulated in the CUC Code of Practice for HE, or any successor Code, and matters of diversity and inclusion.

### **Matters for Report**

#### 15/21 Membership and Terms of Reference of the Appointments Committee (Item 2)

The Committee received a statement of its Membership and Terms of Reference.

The Committee agreed to recommend to the Council that it be retitled the Appointments and Governance Committee.

#### 15/22 Disclosure of Interests (Item 3)

The Committee received and noted a paper from the University Secretary in regard to Disclosure of Interests.

The Committee noted the Risk Register for 2015/16.

#### 15/23 Reports of Committees of Selection (Item 4)

The Committee received the following Reports of Committees of Selection:

- (i) Professor of Soil Ecology
- (ii) Associate Professor in Language Education & Literacy Development
- (iii) Professor of Social Pharmacy
- (iv) Professor of Architecture and the Built Environment
- (v) Associate Professor in Accounting and Financial Management
- (vi) Professor of Sociolinguistics
- (vii) Associate Professor in International Relations
- (viii) Associate Professor in Educational Leadership and Management
- (ix) Associate Professor in Testing and Assessment

The Committee were assured by the Vice-Chancellor that the University

continued to receive applications from quality candidates.

15/24 Report of the University Executive Board

The Committee noted that:

Professor Dianne Berry had been reappointed as Dean of Postgraduate Research Studies for a five year period from 1 August 2015.

Professor Ellie Highwood and Professor Simon Chandler-Wilde had been appointed to the post of Dean of Diversity and Inclusion (job share).

**Matters for Discussion and Decision**

15/25 Membership of the Council (item 6)

The Committee received a statement of the present overall position in respect of lay membership of the Council.

The Committee noted that in the course of the present Session, it would fall to it (acting as Nominations Committee) to propose for appointment by the Council a member of the Council in Class 2 (*vice* Mr C.C. Fisher) to serve for the period from 1 August 2016.

The Committee, acting as Nominations Committee, agreed to recommend to the Council that Mr Kevin Corrigan be appointed to membership in Class 2 (*vice* Mr C.C. Fisher) from 1 August 2016.

The Committee received a list of potential Lay Members of Council and noted that there might be a further vacancy from 1 August 2016. It was agreed that the Vice-Chancellor should arrange a further meeting with MT Rainey, to which some members of the Committee should be invited, with a view to considering her as a candidate for membership of the Council from Summer 2016.

15/26 Committee Vacancies (item 7)

The Committee agreed to recommend to the Council that:

**Appeals against the decisions of Personal Titles:**

One member to the Appeals against the decisions of Personal Titles (*vice* Mr R. Dwyer) for a period from 1 January 2016 and coterminous with their membership of the Council.

Appoint Mr H.W.A. Palmer to the Appeals against the decisions of Personal Titles for the period from 1 January 2016 to 31 July 2017.

**Appointments Committee:**

Two members to the Appointments Committee (*vice* Mr R. Dwyer and Mr S. Hawker) for a period from 1 January 2016 and coterminous with their membership of the Council.

Appoint Mr R. Evans and Mrs K. Owen to the Appointments Committee for the period from 1 January 2016 to 31 July 2018.

**Joint Standing Committee of the Council and the Senate on Honorary Degrees:**

One member to the Joint Standing Committee of the Council and the Senate on Honorary Degrees (*vice* Mr R. Dwyer) for a period from 1 January 2016 and coterminous with their membership of the Council.

Appoint Lord Crisp to the Joint Standing Committee of the Council and the Senate on Honorary Degrees for the period from 1 January 2016 to 31 July 2017.

One member to the Joint Standing Committee of the Council and the Senate on Honorary Degrees (*vice* Ms S. Woodman) for a period from 1 January 2016 and coterminous with their membership of the Council.

Appoint Dame Moira Gibb to the Joint Standing Committee of the Council and the Senate on Honorary Degrees for the period from 1 January 2016 to 31 July 2016.

**Remuneration Committee:**

A Vice-President of the Council (*vice* Mr R. Dwyer) to the Remuneration Committee for a period from 1 January 2016 and coterminous with their Vice-Presidency.

Appoint Mr R. Evans to the Remuneration Committee as Chair for the period from 1 January 2016 to 31 July 2018.

One member to the Remuneration Committee (*vice* Mr S. Hawker) for a period from 1 January 2016 and coterminous with their membership of the Council.

Appoint Mrs K. Owen to the Remuneration Committee for the period from 1 January 2016 to 31 July 2018.

**Professorial Salaries Advisory Group:**

One member to the Professorial Salaries Advisory Group (*vice* Mr R. Dwyer) for a period from 1 January 2016 and coterminous with their membership of the Council.

Appoint Ms S. Woodman to the Professorial Salaries Advisory Group for the period from 1 January 2016 to 31 July 2017.

**Senior Salaries Advisory Group:**

One member to the Senior Salaries Advisory Group (*vice* Mr R. Dwyer) for a period from 1 January 2016 and coterminous with their membership of the Council.

Appoint Ms S. Woodman to the Senior Salaries Advisory Group for the period from 1 January 2016 to 31 July 2017.

**Student Experience Committee:**

A Vice-President of the Council (*vice* Mr R. Dwyer) to the Student Experience Committee for a period from 1 January 2016 and coterminous with their Vice-Presidency.

Appoint Ms S. Woodman to the Student Experience Committee as Chair for the period from 1 January 2016 to 31 July 2017.

To increase lay membership of the Student Experience Committee from 2 to 4 members (Mrs S. Webber to continue to serve until 31 July 2018).

Appoint Dr B. Rawal to the Student Experience Committee for the period from 1 January 2016 to 31 December 2018.

Appoint Mr K. Corrigan to the Student Experience Committee for the period from 1 August 2016 to 31 December 2019.

Appoint Professor Gavin Brooks to the Student Experience Committee for the period from 1 August 2016 to 31 July 2019.

Appoint a representative from the Teaching and Learning Deans to the Student Experience Committee (to be advised).

**Statute XXXIII Panels:**

To note that the President of the Council had agreed to extend the term of Mr R. Dwyer to the Statute XXXIII panel to 31 December 2015.

**Vacancies beyond August 2016:**

The Committee noted that there were a series of further vacancies from August 2016. The University Secretary was asked to bring back a paper in regard to these vacancies to the next meeting of the Committee.

15/27 Deans of Faculty on Council and its Sub-Committees

The Committee received a paper prepared by the University Secretary on Deans of Faculty and membership of Council.

It was noted that the four Deans of Faculty were members of Council and that the role would cease as at 31 July 2016. Consequently, the Committee would be required to make recommendations to the Council as to future membership.

The Committee noted by way of context the range of senior roles across the University and were reminded that the size of the Reading Council, with 16 lay members and 14 University members, embraced a more representational model of governance, while many institutions in the broad HE sector had moved to a smaller more corporate governance model.

The Committee considered a range of possible options for dealing with the removal of Deans of Faculty from Council as outlined in the paper and raised a number of points in discussion, in particular it was noted that:

- As the main governing body the Council would benefit from having a diverse range of voices, either as members or in attendance.
- Some members were broadly in favour of reducing the size of Council but only if the right representation, input and mix of skills could be retained.
- Given the size, scale and significance of Henley Business School there was a strong case for the Dean of the Henley Business School should remain on Council as an *ex officio* member.
- The decision to retain the size of Council at 30 had been made affirmatively by the last review of the effectiveness of Council. This representative model of governance had served the University well over the last ten years. If the size of membership were to be reduced significantly this would need to embrace a wider governance review.
- Some lay members of the Council felt that the majority of discussion and decision making was effectively taken by the Committees and that Council was there to consider and approve these decisions. While such a model created checks and balances, it posed some challenges as to the role of Council members not serving on key committees.
- There was a considerable amount of change taking place in the University at the current time. The Committee might like to defer considering any radical decisions in regard to the Council at this time until various new structures were in place. It would be appropriate for a future review of the effectiveness of Council (in 2/3 years' time) to reconsider the governance model.

Having discussed the various options the Committee agreed that it was broadly in favour of inviting two members of the Leadership Group (excluding University Executive Board members) to join, and contracting the University membership by one. The Vice-Chancellor agreed to circulate to the Committee members details of the Leadership Group membership.

The Committee agreed that a firm recommendation would be formed at its February meeting with a view to seeking the approval of the Council at its meeting in March 2016. In the meantime Council should be made aware of this matter so that the issue could be aired.

#### 15/28 Monitoring of the CUC Code of Practice

The Committee received an oral report on progress in regard to the CUC Code of Practice. The Committee asked that the action plan be circulated in due course.

#### 15/29 The Prevent Duty

The Committee received a paper prepared by the Director of Legal Services in regard to the University's obligations under the Counter-Terrorism and Security Act 2015.

The Director of Legal Services outlined the University's action plan.

The Committee noted the actions being undertaken at the current time and that HEFCE were in the process of consulting on the manner in which monitoring would be undertaken.

The Committee agreed that the action plan should be reported to Council on 20 November 2015 and noted that a Prevent Policy statement would be submitted to the Committee at its next meeting on 2 February 2016.

15/30 Schedule of Delegations

The Committee received an early and incomplete version of the Schedule of Delegations for consideration. The purpose of the Schedule was to identify the responsibilities and delegated authorities for making key decisions in the name of, or on behalf of the University. Emphasis was given to those decisions taken by, or delegated from, the Council. Detail was also given for the responsibilities for other key decisions in accordance with the ordinances.

It was noted that the Schedule was not exhaustive, the intention was to provide clarity on the decision making process and final authorities in relation to key strategic and policy matters whilst also providing a frame of reference to inform decision making. The Schedule had been developed in accordance with guidance from the CUC.

Work was continuing to populate the Schedule. An updated version would be submitted to the Council for approval later in the session.

15/31 Thanks and farewell

The Committee noted it was the last meeting of both Mr Dwyer and Mr Hawker who were stepping down from the Council in December. The Committee expressed its thanks and wished them both well for the future.

15/32 Dates of meetings in the Session 2015-16

Meetings of the Appointments Committee in the Session 2015-16 have been scheduled for:

Tuesday 2 February 2016 at 3.30 pm

Tuesday 14 June 2016 at 12.00 noon