

## Appointments and Governance Committee

16/13 A meeting of the Appointments and Governance Committee was held in Committee Room 2, Whiteknights House on Tuesday 14 June 2016 at 1.00 pm.

Present:

The President of Council (Mr C.C. Fisher) (Chair)  
The Vice-Chancellor  
Mr R. Evans  
Mrs K. Owen

In attendance:

Dr P. Preston  
University Secretary (Dr R.J. Messer)  
Head of Governance (Ms L.V. Sharman)  
Dean for Diversity and Inclusion (Professor S.N. Chandler-  
Wilde)

Apologies were received from Mr Sherman, Mrs Woodman and Professor Brooks.

16/14 The Minutes (16/01-16/12) of the meeting held on 2 February 2016 were approved.

Arising on the Minutes:

Minutes 16/05 Deans of Faculty on Council

Report that, at its meeting on 21 March 2016, the Council approved:

The following alteration to Class 3 of the membership of the Council and the consequent draft amendment to the Charter be approved, subject to confirmation by the Privy Council, to be effective from the academic year 2016/17:

- (a) The Deans of Faculty be removed, given the discontinuation of the role;
- (b) The Dean of the Henley Business School (Professor Board) be appointed to the Council *ex officio*;
- (c) Two members of the Leadership Group be added to the membership of the Council, to serve for three years;
- (d) Since the Deans of the Faculties represent and lead academic parts of the University, the two members of the Leadership Group to be added to the

Council be drawn from the academic roles within the Leadership Group, namely:

Research Deans  
Dean of Postgraduate Studies  
Teaching and Learning Deans  
Heads of School;

- (e) As with other members of Council who are elected, any academic member of the Leadership Group would need a proposer and seconder to be eligible for election;
- (f) Were more than two academic members of the Leadership Group proposed and seconded, an election would be held in which all members of the Leadership Group would be eligible to vote.”

#### Minute 16/06: Appointment of Chancellor

In regard to an additional paper on the appointment of the Chancellor, the Council noted that Sir John Madejski had indicated that he wished to stand down from the role of Chancellor towards the end of 2016, and that, following consultation, the Appointments and Governance Committee had been pleased to recommend that Lord Waldegrave be appointed Chancellor for the period from 9 December 2016 to 31 December 2021. The Council warmly welcomed the nomination and approved it with effect from December 2016 for an initial term of five years.

The Chancellor would be installed during the degree congregations on Friday 9 December 2016.

#### Minute 16/07: Membership of the Council in Class 2

Report that, at its meeting on 21 March 2016, the Council agreed that:

- (a) Dame Moira Gibb and Mr Simon Pryce be re-appointed to the Council in Class 2 for the period from 1 August 2016 to 31 July 2019;
- (b) Dr Peter Erskine and Mr Steve Sherman be re-appointed to the Council in Class 2 for the period from 1 August 2016 up to 31 July 2019.”

#### Minute 16/08: Appointments to Committees and other bodies

Report that, at its meeting on 21 March 2016, the Council approved that:

- (a) Mr Steve Sherman be re-appointed to the Appointments and Governance Committee for the period from 1 August 2016 to 31 July 2019;
- (b) Mr Steve Sherman be re-appointed to the Audit Committee for the period from 1 August 2016 to 31 July 2019 to serve as a representative from the Strategy and Finance Committee;
- (c) Dame Moira Gibb be re-appointed to the Disciplinary Appeals Committee for the period from 1 August 2016 to 31 July 2019;

- (d) Dr Peter Erskine be re-appointed to the Joint Standing Committee of the Council and the Senate on Honorary Degrees for the period from 1 August 2016 to 31 July 2019;
- (e) Dame Moira Gibb be re-appointed to the Joint Standing Committee of the Council and the Senate on Honorary Degrees for the period from 1 August 2016 to 31 July 2019;
- (f) Mr Simon Pryce be re-appointed to the Investments Committee for the period from 1 August 2016 to 31 July 2019;
- (g) Mr Steve Sherman be re-appointed to the Remuneration Committee for the period from 1 August 2016 to 31 July 2019;
- (h) Dr Peter Erskine be re-appointed to the Strategy and Finance Committee for the period from 1 August 2016 to 31 July 2019;
- (i) Mr Steve Sherman be re-appointed to the Strategy and Finance Committee for the period from 1 August 2016 to 31 July 2019;
- (j) Mr Simon Pryce be appointed as Chair of the Committee from 1 August 2017 to 31 July 2019;
- (k) Mr Bob Dwyer be appointed to the Standing Disciplinary Committee as an alternate member to Mr John Wilkins from 1 August 2016 to 31 July 2019.
- (l) Mrs Penny Egan be appointed to the Strategy and Finance Committee (*vice* Mr Christopher Fisher) for the period from 1 August 2016 to 31 July 2019.
- (m) Mr Simon Pryce be appointed to the Strategy and Finance Committee (*vice* Mr Howard Palmer) for the period from 1 August 2016 to 31 July 2019.”

## **Matters for Report**

### 16/15 Reports of Committees of Selection (Item 2)

The Committee received the following Reports of Committees of Selection:

- (i) Professor of Neurodegenerative Disease
- (ii) Professor in Art

### 16/16 Report of the University Executive Board (Item 3)

The Committee noted that there was no formal report on this occasion.

### **Appointments Matters for Discussion and Decision**

#### 16/17 Appointment of the Deputy Vice-Chancellor (Item 4)

The Committee approved for recommendation to the Council that Professor Mithen be appointed as Deputy Vice-Chancellor for a further two year period from 1 August 2016 to 31 July 2018.

#### 16/18 Membership of the Council (Item 5)

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 Session 2016/17, it would fall to it (acting as Nominations Committee) to propose for appointment by the Council two members of the Council in Class 2 (*vice* Mr T. Bartlam and Mr H.W.A. Palmer) to serve for the period from 1 August 2017.

The Committee discussed the names of several potential Lay Members of Council. The Committee asked the Vice-Chancellor to make an informal approach to two individuals in regard to joining the Council from 1 August 2016, and to report back to the Committee.

The President Elect reminded the Committee that consideration would be given to having an appraisal process for members of the Council in the next session.

#### 16/19 Committee Vacancies (Item 6)

The Committee agreed to recommend to the Council that:

#### **Appeals against decisions of Faculty Promotion Groups**

Mr Dwyer be appointed to chair the Appeals against decisions of School Promotion Groups for the period from 1 August 2016 to 31 July 2019.

#### **Student Disciplinary Committee**

Mr J. Wilkins be appointed to the new Student Disciplinary Committee for the period from 1 August 2016 to 31 July 2019.

Alternates to be drawn from the lay membership of Council, in the first instance from among lay members of the Student Experience Committee. In each case the particular name would need to be approved by the President on behalf of Council.

### **Student Appeals Committee**

Mr R. Dwyer be appointed to the new Student Appeals Committee for the period from 1 August 2016 to 31 July 2019.

Alternates to be drawn from the lay membership of Council, in the first instance from among lay members of the Student Experience Committee. In each case the particular name would need to be approved by the President on behalf of Council.

### **Statute XXXIII Panels**

The named individuals on Council from which membership for 2016-17 on panels was as follows:

Tribunals: Lord Crisp, Mr Palmer and Ms Woodman

Grievances: Lord Crisp, Mr Evans and Ms Woodman

Given the difficulty of arranging these meetings, and the likely short term need for them it was proposed that no additional names be added to these memberships, but rather if none of those already listed were available, that any lay member of Council could be approached to act in their stead. In each case the particular name would need to be approved by the President on behalf of Council.

### **Investments Committee**

The Committee noted that Mr David Sleath wished to stand down from the Investments Committee with effect from 31 July 2016. It was proposed that his replacement be agreed by Chair's action outside of the meeting.

### **Disciplinary Appeals Committee**

It was noted that the President had approved on behalf of the Committee that Mrs Kate Owen be appointed to the Disciplinary Appeals Committee for the period to 31 July 2016.

## 16/20 Appointment of the Director of Finance

It was noted that the Committee had agreed by correspondence the formation of a Committee of Selection for the appointment of the Director of Finance (title to be determined) and that Odgers had been engaged; members of the Committee of Selection would be given the opportunity to brief Odgers. The Committee of Selection comprised the President Elect, Mrs Owen, Mr Beardmore-Gray, the Vice-Chancellor, Pro-Vice-Chancellor (Professor Van de Noort) and Professor Parveen Yaqoob.

Details of the job description were in the process of being finalised. It was the intention that selection would take place after the summer vacation.

The Committee agreed that the Committee of Selection was authorised to determine the selection of the candidate and to fix remuneration for the post. The Committee also noted that there would be a need to consider and invite Council to approve consequential changes to UEB membership; the Committee had confirmed its support in principle for these changes.

## **Governance Matters for Discussion and Decision**

### 16/21 The Prevent Duty (Item 7)

The Committee noted that the University had completed a self-assessment document in regard to Prevent which had been submitted to HEFCE. HEFCE had since responded that there were a number of areas that required improvement.

The Vice-Chancellor had recently met with HEFCE to discuss this matter further. It was reported that following that meeting the University now had a clear idea of what needed to be completed by 31 July 2016 and beyond. A small implementation group had been established to take forward the actions required to move the University out of the required improvement category.

### 16/22 CUC Code of Practice (Item 8)

The Committee received and noted a progress report from the University Secretary in regard to the CUC Code of Practice. The Committee noted that all of the actions were complete, or, in a small number of cases, and for good reason, were to be completed in the Autumn Term.

The University Secretary drew the Committee's attention to three areas in particular. The first was in the area of policies and procedures. Annex A listed the University's policies and procedures that were of most significance. It was noted that the policies were compliant with relevant legislation. The second area set out the University Executive Board's approach to ensuring that where it had undertaken due diligence or a risk appraisal on proposals of significance, this would in future be reported more explicitly to the Council. The third area was in regard to the Animal Research Policy. Reading was unusual in not having such a policy; the University Executive Board approved this policy at its meeting on 31 May 2016.

The Committee agreed on the basis of the work done that it could recommend to the Council that the University was now fully compliant.

### 16/23 Dates of meetings in the Session 2016/17

Meetings of the Appointments Committee in the Session 2016-17 had been scheduled for:

10 October at 2.15 pm  
31 January 2017 at 3.30 pm  
13 June 2017 at 12.00 pm

