

NOMINATIONS COMMITTEE TERMS OF REFERENCE

Reports to

Board of Governors

Occurrence

At least once per year

Sub-committees

None

Membership

- Chair of the Board of Governors [Chair]
- Vice-Chancellor & Chief Executive
- Two Independent Members of the Board of Governors, nominated by the Chair and ratified by the Board to serve for a three year period.

In attendance

- Secretary to the Board of Governors [Secretary]

In appointing members to serve on Nominations Committee, the Chair of the Board of Governors will ensure that a balance is maintained between the need to provide for continuity, the building of experience and achieving an appropriate turnover of membership.

Quorum

A meeting shall be quorate when two Independent members, one of whom must be the Chair, are present. A member of Nominations Committee may join the meeting remotely with prior approval from the Chair.

Reporting Arrangements

The minutes of meetings of the Nominations Committee will be circulated to all members of the Board.

Terms of Reference

1. To identify and recommend new Independent and Co-opted members of the Board of Governors with reference to the University's Articles and Instrument of Government and its Equal Opportunities Policy.
2. To compile and update a matrix of skills and expertise required by the Board and ensure that recommended new appointments match these requirements.
3. To keep under review procedures for the nomination, appointment, induction and re-appointment of members to the Board and make recommendations accordingly.

4. To ensure that vacancies to the Board are publicized and that a wide trawl for names is achieved and that nominations are open for consideration from a wide range of sources.
5. To advise the Chair of the Board of Governors on appointments to the Board's sub-committees.
6. To advise on training and development for Governors.
7. To undertake such other tasks which are reasonably consistent with the above as may be referred to the Committee by the Board of Governors.

Approved by:

Nominations Committee 20 November 2015

Board of Governors 12 February 2016