

**Minutes of Norton Radstock College Search and Nomination Committee
Meeting held on Wednesday 6 May 2009 at 10am**

Present: Mrs J Stiddard (Chair) JS
Mrs S Arayan (Principal) SA
Dr A Thomas (until 11am) AT
Mr J Wilkinson JW

In Attendance: Mr J Holland (Clerk) JH

1. Apologies for absence and declaration of interests

Alison Barlow, who is usually in attendance, had sent her apologies.

SA declared that the Student Governor about to be interviewed was a distant relative.

This was noted by the meeting.

The meeting agreed to do agenda item 4 next.

4. CV of prospective Student Governor to approve recommendation to the Governing Body

The meeting noted the tabled CV and Rosie Williams joined the meeting.

The meeting thanked Rosie for agreeing to cover the Student Governor vacancy until July 2009. Rosie confirmed she found the Governing Body meeting she had attended as an observer interesting. Governors asked Rosie about her University applications for next year.

Governors queried Rosie's perception of how the Student Forum was operating. The new format of a student only pre-meeting was thought to work better and the focus of the Forum was now improved.

Rosie now left the meeting.

AT informed the meeting that the President of the Bath Spa University Union would be happy to provide advice to the College on the operation of the Forum and Union. JH to follow up.

Action: JH SN5091

The meeting unanimously agreed to recommend to the Governing Body that Rosie Williams be appointed as a Student Governor.

2. Minutes of meeting held on 12 January 2009 for approval

The meeting unanimously agreed to approve the Minutes.

3. **Matters arising**

The meeting noted the matters arising sheet.

It was noted that five Governors attended the successful City of Bath event. Two Governors had attended the DCSF 14-19 Briefing at the College and nine Governors had attended the Strategic Planning Session on 29 April.

5. **Reappointment of Mrs N Spong as Academic Staff Governor to approve recommendation to the Governing Body**

Mrs Spong had received 24 votes in the ballot of academic staff against 13 votes for the other candidate.

The meeting reviewed Mrs Spong's contribution and attendance over the last two years and unanimously agreed to recommend her reappointment to the Governing Body.

6. **Verbal update on documentation for Governor Training**

The Clerk emphasised that any Governors completing training should fill in a staff development form to request training and an evaluation should be completed after the event. This helps the College in its Investors in People accreditation. It was noted that some forms are not that relevant to Governors. JH agreed to review them to make them more appropriate.

Action: JH SN5092

7. **Any other business**

- JW circulated some papers about peer review. After discussion, it was agreed that the Review of Performance of the Chair of Governors would be used in 2009. It would be included in the papers of the next Governing Body meeting for discussion.

Action: JH SN5093

AT now left the meeting.

- Following the resignation of John Cocks, the meeting reviewed the dates Governors are due for re-election. At this stage it was agreed that it would probably be beneficial to have an official from the Local Authority on the Board.

It was agreed that SA would follow this as well as other Bodies who interact with the College who may be suitable to fill the vacancy.

Action: SA SN5094

There being no further business, the meeting closed at 11.15am.