

Glasgow Kelvin College

Board of Management Meeting of 11 June 2025

**Board Members Recruitment, Committee Membership and Calendar of Meetings
2025/26**

Report by Secretary to the Board of Management

1. Introduction and Purpose

This report provides an update on Board and Committee membership and sets out the calendar of meeting dates for 2025/26.

2. Membership Update

2.1 Student Membership

The Student Association election process recently concluded; the Student Presidents for Academic Year 2025/26 is as follows:

President of Learning & Teaching: Chantell McCallum
President of Welfare, Community & Sustainability: Jon Craig

Consequently, Chantell will continue to be a Board member for 2025/26 and Jon will be a Board member effective from 1 August 2025 for the academic year 2025/26.

2.2 Board Members

Departures

Rob Doyle and John Hogg's tenure as Board members will cease on 31 July 2025. We recognise and appreciate their contribution as Board members each over an 8-year period.

Marie Docherty has advised of her resignation as a Board member. This leaves one non-executive Board member vacancy. This will be addressed during the next academic year.

Re-appointments

Glasgow Colleges Regional Board confirmed that Dermot Grenham be re-appointed to the Board of Management for a further 4-year period commencing on 1 August 2025.

New Board Members

Glasgow Colleges Regional Board have confirmed the appointment of five new Board of Management members to replace existing and impending vacancies. These are as follows:

Martin Booth, Maria Bradshaw and Lesley Quinn commenced on 1 April 2025 and will serve a 4-year term.

Moira McDonald and Jacquelyn Stewart were both approved for appointment through the Nominations Committee. Their membership of the Board has been confirmed through GCRB and appointment letters issued. Both have also attended their Board induction meeting with the Chair of the Board and the Board Secretary. Their formal tenure of membership starts on 1 August 2025 for a 4-year term; they will attend the June Board meeting as part of their induction.

3. Committee Membership

- 3.1 Consequently, there are proposed amendments to the committee membership for 2025/26 with 5 new Board members and member retirements and a resignation. This includes vacancies for both the Chair and Vice Chair of the Finance and Resources Committee and of senior independent member. It is proposed that Steven Caldwell fulfil the role of senior independent member with John McBride as Chair of the Finance and Resources Committee and Steven Caldwell as Vice Chair.
- 3.2 Full proposed committee membership details are set out in [Appendix 1](#). New members of each of the 3 main standing committees will be provided with a committee induction briefing through the relevant Vice Principal in advance of the first meeting of those committees in the new academic year.

4. Secretary to the Board of Management

The Secretary to the Board of Management post is currently being advertised. It is anticipated that interviews for this post will be held on 26 June 2025. Board of Management members will be kept apprised accordingly.

5. Calendar of Meetings 2025/26

- 5.1 The proposed annual calendar of meetings for 2025/26 is attached at [Appendix 2](#).
- 5.2 This follows an established format to ensure the three standing committee meetings are held in advance of each Board meeting. It also sets out for Board members the associated governance and administrative arrangements for Board and committee meetings.

6. Resource Implications

There are no additional resource implications because of this report.

7. Equalities

No adverse impacts on individuals with protected characteristics have been identified as a consequence of this report.

8. Impact on Students

No impact on students have arisen from this report.

9. Risk and Assurance

Risk to the College is mitigated by ensuring appropriate Board membership and this update provides assurance with regards to the Board memberships arrangements.

10. Data Protection

No data protection issues are identified arising from this report.

11. Environmental and Sustainability

No environmental and sustainability issues are identified from this report.

12. Recommendation

Board members are invited to note the membership update and to:

- i) note that the student membership for 2025/26 is Chantell McCallum as President of Learning and Teaching and Jon Craig as President of Welfare, Community and Sustainability;
- ii) approve the Board's Committee membership for 2025/26 as detailed in **Appendix 1** including the appointment of a senior independent member and Chair and Vice Chair of Finance and Resources Committee;
- iii) approve the Board and Committee meetings' schedule for 2025/26 and associated governance and administrative arrangements as set out at **Appendix 2**; and
- iv) record their appreciation of the contribution of outgoing members.

13. Further Information

Members can obtain further information on the contents of this report from Douglas Wilson, Secretary to the Board - dwilson@glasgowkelvin.ac.uk or from Ian Patrick, Chair of the Board of Management

Douglas Wilson
June 2025

**Glasgow Kelvin College
Board and Committee Membership
2025/26**

Board

Chair - Ian Patrick
Vice Chair - John McBride
Senior Independent Member – Steven Caldwell
Secretary to the Board (interim) – Douglas Wilson

Audit and Risk Committee

Dermot Grenham (Chair)
Natalie Phillips (Vice Chair)
Elaine Clafferty
Jen Lavery
Moira Macdonald
Lesley Quinn

Finance and Resources Committee

John McBride (Chair)
Steven Caldwell (Vice Chair)
Marion Allison
Martin Booth
Maria Bradshaw
Joanna Campbell
Ian Patrick
Jacquelyn Stewart

Learning and Teaching Committee

Elaine Clafferty (Chair)
Marion Allison (Vice Chair)
Colm Breathnach
Joanna Campbell
Carol Goodwin
Dermot Grenham
Moira Macdonald
John McBride
Ian Patrick
Chantell McCallum
Jon Craig

Executive Committee

Ian Patrick (Chair)
John McBride (Vice Chair)
Dermot Grenham
Elaine Clafferty
Martin Booth
Joanna Campbell

A member of the Staff and Trade Union Membership Group (*to be decided on an ad hoc basis dependent on any conflicts with the business being discussed*).

Remuneration Committee

John McBride (Chair)
Dermot Grenham (Vice Chair)
Marion Allison
Elaine Clafferty
Ian Patrick

Nominations Committee

Ian Patrick (Chair)
John McBride (Vice Chair)
Colm Breathnach
Elaine Clafferty
Dermot Grenham
Natalie Phillips
1 student member – either Chantell McCallum or Jon Craig

(Note: when acting as appointments panel there must also be an independent person;
separate arrangements operate for both the appointment of the Chair and Principal)

Board of Management and Board Standing Committees Schedule of Meetings - Academic Year 2025/26

Year / Chair / Secretary	Board of Management		Finance and Resources Committee		Audit and Risk Committee		Learning and Teaching Committee	
	Wednesday	4.30pm	Tuesday	5pm	Tuesday	5pm	Wednesday	5pm
Chair	Ian Patrick		TBC		Dermot Grenham		Elaine Clafferty	
Vice Chair	John McBride		TBC		Natalie Phillips		Dr Marion Allison	
Secretary	Douglas Wilson		Jeanette Evans		Jeanette Evans		Robin Ashton	
2025	August	27	August		August		August	
	September		September	30	September	2	September	10
	October	8	October		October		October	
	November		November	*25	November	*25	November	19
	December	10	December		December		December	
2026	January		January		January		January	
	February		February		February	10	February	18
	March	18	March	10	March		March	
	April		April		April		April	
	May		May	26	May	12	May	6
	June	10	June		June		June	
Board Self-Evaluation	April	TBC						

* Joint meeting of the Finance & Resources Committee (F&R) and Audit & Risk Committee (A&R) to consider the Annual Report and Accounts will be held on Tuesday 25 November 2025, timings below:
A & R Committee meeting held from 4-5pm;
Joint meeting of the F&R and A&R held from 5-6pm; and
F & R Committee meeting held from 6-7.30pm.

Associated Governance and Administrative Arrangements:

- Board and Committee papers are generally issued the week in advance of any Board or committee meeting by the Secretariat
- Board and committee papers can all be accessed by Board members on the Board portal
- Agendas, reports and minutes are published to the college website after each meeting
- Observers are welcome to attend Board meetings. This can be done on written request through the secretariat and attendance is at the discretion of the Board Chair
- All Board meetings are held in person at Springburn campus
- The first and last committee meetings of the academic year (Audit and Risk, Finance and Resources and Learning and Teaching) are held in person with the 2nd and 3rd meetings of the academic year online via Teams
- The option to dial in to the in person Board and committee meetings is available should members be unable to attend in person