

Glasgow Kelvin College

Board of Management Meeting of 12 June 2024

Board and Committee Membership and Calendar of Meetings 2024/25

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 2024/25.

2. Membership Update

- 2.1 **Re-appointments:** The Nominations Committee recommended to Glasgow College Regional Board (GCRB) that Heather McNeil reappointed to the Board of Management for a further 4-year period to 31 July 2028; this was approved by GCRB.
- 2.2 **Teaching Staff Membership:** Following a teaching staff election process, one nomination was received; Colm Breathnach. Colm Breathnach has been appointed for up to a 4-year period to 31 July 2028.
- 2.3 **Student Membership:** The student election process is not yet completed. The student membership of the Board of Management will be updated once the results are known.
- 2.4 **Board Member:** Michael O'Donnel will end his term as a Board member at the end of this current Academic Year. A new Vice Chair for the Audit and Risk Committee will be required for Academic year 2024/25; the proposal is that this will be Natalie Phillips.

The suggested Committee Membership table is contained within **Appendix 1** attached.

It is the intention to advertise for Board members in early 2025 to fill the vacancies.

3. Calendar of Meetings 2024/25

The proposed annual calendar of meetings for 2024/25 is attached at **Appendix 2**. This follows an established format to ensure the three standing committee meetings are held in advance of each Board meeting.

4. Resource Implications

There are no additional resource implications as a consequence of this report.

5. Equalities

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

6. Impact on Students

No impact on students have arisen from this report.

7. 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.

8. Data Protection

No data protection issues are identified arising from this report.

9. Environmental and Sustainability

No environmental and sustainability issues are identified from this report.

10. Recommendation

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

- ii) note the reappointment of Heather McNeil for four years which will cease on 31 July 2028.
- iii) note the appointment of Colm Breathnach as the Teaching Staff Board Member for up to four years which will also cease on 31 July 2028.
- iii) approve the appointment of Natalie Phillips as Vice Chair of the Audit and Risk Committee.
- vi) note that the student membership for 2024/25 will be updated once the results of the election are known.
- vii) approve the Board's Committee membership for 2024/25 detailed at Appendix 1.
- viii) approve the Board and Committee meetings' schedule for 2024/25 at Appendix 2.
- ix) record their appreciation of the contribution of outgoing members.

11. Further Information

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

Glasgow Kelvin College Board and Committee Membership 2024-2025

Board

Chair - Ian Patrick
Vice Chair - John McBride
Senior Independent Member - John Hogg
Secretary to the Board - Linda Ellison

Audit and Risk Committee

Dermot Grenham (Chair)
Natalie Phillips (Vice Chair)
Elaine Clafferty
John Hogg
Jen Lavery
Michele Stevenson

Finance and Resources Committee

Rob Doyle (Chair)
Heather McNeil (Vice Chair)
Marion Allison
Steven Caldwell
John McBride
Ian Patrick
Derek Smeall
Maree Shepherd

Learning and Teaching Committee

Elaine Clafferty (Chair)
Marion Allison (Vice Chair)
John McBride
Heather McNeil
Colm Breathnach
Marie Docherty
Dermot Grenham
Ian Patrick
Derek Smeall
Carol Goodwin
Students x 2

Executive Committee

Ian Patrick (Chair)
John McBride (Vice Chair)
Rob Doyle
Dermot Grenham
Elaine Clafferty
Heather McNeil
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)
Rob Doyle (Vice Chair)
Ian Patrick
Elaine Clafferty
Dermot Grenham
Marion Allison

Nominations Committee

Ian Patrick (Chair)
John McBride (Vice Chair)
Colm Breathnach
Elaine Clafferty
Rob Doyle
Dermot Grenham
Natalie Phillips
1 student member

(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 2024/25

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		Rob Doyle		Dermot Grenham		Elaine Clafferty	
Vice Chair	John McBride		Heather McNeil		Natalie Phillips		Dr Marion Allison	
Secretary	Linda Ellison		Jeanette Evans		Jeanette Evans		Robin Ashton	
2024	August	28	August		August		August	
	September		September		September	3	September	11
	October	9	October	1	October		October	
	November		November	*26	November	*26	November	20
	December	11	December		December		December	
2025	January		January		January		January	
	February		February		February	11	February	26
	March	12	March	4	March		March	
	April		April		April		April	
	May		May	27	May	13	May	7
	June	11	June		June		June	
Board Self-Evaluation Meeting	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 26 November 2024, 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.

Please note that members of the public can attend the above noted College Board and Standing Committee meetings. If they wish to do so they should contact the secretariat on secretariatgkc@glasgowkelvin.ac.uk or 0141 630 5000 for details on the location of the meeting.