

WQE & Regent College Group Corporation

Policy on the Appointment and Re-appointment of Governors

Policy

The Corporation seeks to appoint as governors people who:

- have the skills and experience to contribute to the effective and efficient governance of the College;
- are willing to devote sufficient time and interest to the duties and responsibilities of a governor;
- are prepared to act entirely in the best interests of the College, setting aside the interests of any other public or private body to which they may belong.

When making appointments the Corporation will:

- first, preserve the range of skills necessary to govern effectively;
- second, endeavour to secure an equality & diversity profile of governors that broadly reflects that of the College's learner population.

Procedures

External Governors - Appointment

1. When an external governor vacancy occurs the Search Committee shall take steps to fill the vacancy at the earliest possible opportunity.
2. The Search Committee shall usually consider the skills balance of the remaining governors and construct a person specification for the vacancy.
3. The application pack will include a summary of the College's role, its commitment to equality & diversity and the governor role profile. The application pack will be made available in a variety of formats and on the College's website.
4. Unless the Search Committee determines otherwise the vacancy will normally be advertised in the local media and on the College's website.
5. The Search Committee will decide the arrangements for shortlisting applications and interviews. Shortlisting and interviews will normally be carried out by a panel of governors appointed by the Search Committee.
6. When shortlisting, it must be checked that each person on the shortlist is eligible for membership as specified in the Instrument and Articles of Government.

7. All those willing to be interviewed shall be offered the chance of visiting the College, preferably during a normal College day, and meeting the Clerk.
8. Where interviews have taken place recently and there was a candidate available who was judged suitable for appointment but who was not appointed at that time that candidate may be invited to re-apply.
9. The Corporation shall only make an appointment on the recommendation of the Search Committee for a period not exceeding four years.

External Governors – Re-appointment

1. In good time before the end of an external governor's first term of office, the Clerk to the Corporation shall, having satisfied her/himself of the member's eligibility under the Instrument and Articles of Government, enquire of the governor whether he/she wishes to be considered for a second term not exceeding four years.
2. When a governor wishes to be re-appointed, the Search Committee shall consider whether to recommend that governor to the Corporation for re-appointment, bearing in mind:
 - a. the current profile of the Corporation in terms of skills, ethnic and gender balance;
 - b. the governor's record in terms of attendance, involvement with the College and overall contribution to the Corporation.
3. When re-appointing a governor, the Search Committee and the Corporation shall bear in mind the Nolan Committee recommendations that a third and subsequent term of office should be the exception rather than the rule.
4. the Search Committee shall present its conclusions to a meeting of the Corporation from which the governor being reappointed shall have withdrawn

Parent Governors

1. On receiving the resignation of a parent governor, or on the conclusion of her/his term of office, the Clerk to the Corporation shall advertise the vacancy to the parents of all students in the College of 19 years of age and under.
2. All candidates shall be parents of current College students of 19 years of age and need not be nominated by other parents of such students.

3. If there is more than one candidate the vacancy shall be filled in line with the current requirements of the Instrument & Articles of Government.
4. A person having been selected, the Corporation shall normally confirm the appointment for a period not exceeding two years with an option, at the Corporation's discretion, to extend this by a further period not exceeding two years.

Support & Teaching Staff Governors

1. On receiving the resignation of the support or teaching staff governor or on the conclusion of her/his term of office, the Clerk to the Corporation shall inform all members of the College's support or teaching staff, as appropriate, requesting nominations for the position.
2. Candidates shall have a contract of employment with the College and may be full or part-time, permanent members of staff appropriate to the category in which they are standing. Candidates shall be nominated by two current members of the appropriate category of staff
3. If there is more than one candidate the Clerk shall conduct a ballot of the appropriate category of staff, making sure that the voting period is long enough to enable all eligible part-time staff to vote on one of their normal working days.
4. A member of staff having been selected, the Corporation shall normally confirm the appointment for a period not exceeding four years.

Student Governors

1. There shall be one student governor representing the Regent Road Campus and one student Governor representing the University Road Campus.
2. On receiving the resignation of a student governor, or at the conclusion of her/his term of office, the Clerk to the Corporation shall request a nomination from the relevant recognised student association.
3. A student having been selected, the Corporation will normally confirm the appointment for a period not exceeding 12 months.

Principal

The Principal, if electing to be a governor, shall hold office for the duration of her/his employment as the College's principal.

Notes

The College's Instrument and Articles of Government deal with a number of matters concerning the appointment of governors. Nothing in this policy shall override the provisions of that document.

Member of staff responsible for this policy:
Date when policy reviewed by Corporation:
Latest date when policy will be reviewed:
Related College documents:

Clerk to the Corporation
24 June 2018
Spring 2022
Instrument & Articles of Government
Corporation Standing Orders