

Shetland UHI Search and Nominations Committee Meeting

Wed 16 March 2022, 16:30

Meeting held via Teams

Attendees

Board members

- David Sandison (Chair)
- Karen Hall (Chair of Learning, Teaching, and Research Committee)
- John Goodlad (Independent Director)

Apologies

- Graeme Howell (Vice Chair of the Board)
- Cally Mair (Student Director)
- Simon Collins (Chair of Human Resources and Remuneration Committee)

Ex-Officio

- Jane Lewis (Principal - Shetland UHI)
- Matt Sierocinski King (Board Secretary)

Meeting minutes

1. Welcome, Apologies, Announcements

Action	Responsible	Progress
The Board Secretary is to liaise with Gemma McGregor regarding a formal public announcement of the newly recruited Board Members	Board Secretary	

2. Terms of Reference

Noted: An ongoing action of Mx Sierocinski King (Board Secretary) to update the Terms of Reference.

Action	Responsible	Progress
Update the Terms of Reference and to circulate to Search and Nominations Committee for their comments ahead of the next board of management meeting on 11th May.	Board Secretary	

6. Vice-Chairs for Committees

Decision: Search and Nominations Committee recommended that each committee have the option of establishing the position of Vice-Chair. Due to the recommendations to the Board of Management in changes of membership for each committee that Search and Nominations Committee had made at this meeting, Search and Nominations Committee also recommended that:

- 1) Whether a committee establishes the position of Vice-Chair, should be determined at each committee after the committee discusses the option.
- 2) that any decision about establishing a Vice-Chair for any given committee be made at their second meeting after 16th March 2022. In the case of each committee the date of such meetings are:

Finance and General Purposes Committee: Wednesday 29th June 2022

Learning Teaching and Research Committee: Wednesday 17th August 2022

Human Resources and Remuneration Committee: Wednesday 15th June 2022

Search and Nominations Committee: Wednesday 21st September 2022

Audit Committee: Wednesday 24th August 2022

Action	Responsible	Progress
Gather information regarding who other Academic Partners permit to serve as Vice-Chairs of committees.	Board Secretary	
Ensure that for the agenda for Finance and General Purposes Committee's meeting of Wednesday 29 th June 2022, contains Search and Nominations Committee's recommendation regarding Vice-Chairs.	Board Secretary	
Ensure that for the agenda for Learning Teaching and Research Committee's meeting of Wednesday 17 th August 2022, contains Search and Nominations Committee's recommendation regarding Vice-Chairs.	Board Secretary	
Ensure that for the agenda for Human Resources and Remuneration Committee's meeting of Wednesday 15 th June 2022, contains Search and Nominations Committee's recommendation regarding Vice-Chairs.	Board Secretary	
Ensure that for the agenda for Search and Nomination Committee's meeting of Wednesday 21 st September 2022, contains Search and Nominations Committee's recommendation regarding Vice-Chairs.	Board Secretary	
Ensure that for the agenda for Audit Committee's meeting of Wednesday 24 th August 2022, contains Search and Nominations Committee's recommendation regarding Vice-Chairs.	Board Secretary	
Liaise with Simon Collins to establish an appropriate timeline for the recruitment of the next Fisheries Industry Nominee to the Board of Management.	Board Secretary	
Engage with HISA as to why NAFC Marine Centre appears as an academic partner when it merged into Shetland UHI in August 2021, and to seek reassurance that it would not be repeated in future elections.	Board Secretary	

7. 2022 Independent Director Recruitment

Action	Responsible	Progress
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Liaise with Simon Collins to establish an appropriate timeline for the recruitment of the next Fisheries Industry Nominee to the Board of Management.	Board Secretary	
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8. Any Other Business

Action	Responsible	Progress
Engage with HISA as to why NAFC Marine Centre appears as an academic partner when it merged into Shetland UHI in August 2021, and to seek reassurance that it would not be repeated in future elections.	Board Secretary	