

## NOMINATIONS COMMITTEE

Minutes of the meeting of the Nominations Committee held on Thursday 18 February 2016 at 4.30 pm in the Board Room, Scottish Borders Campus, Galashiels

ITEM	MINUTE
Present:     In Attendance:	Tony Jakimciw (Chair) Gillian Crosier Bryan McGrath Virginia Grant David Peace  Brian Hood Sheila McColm (Minute secretary)
<b>01/16</b>	<b>Chair's Opening Remarks</b>  Mr Jakimciw welcomed everyone to the meeting.
<b>02/16</b>	<b>Apologies for Absence</b>  There were no apologies for absence.
<b>03/16</b>	<b>Terms of Reference</b>  The Terms of Reference had been circulated to provide members with an opportunity to seek any clarification which may be required.  In relation to succession planning arrangements under point 2.7, G Crosier clarified that, in the event of the Committee being without a Chair the Vice Chair would temporarily be placed in this role.
<b>04/16</b>	<b>Recruitment of a Board Member</b>  Jakimciw presented a proposal for members to consider the appointment of a new Board member following the resignation of Rebecca Scott, due to personal reasons.  A Board Member Core Skills Matrix and a Pen Picture of current Board members was included with the proposal to assist the Committee in identifying any gaps. In addition to youth, Rebecca had brought both financial and industry experience to the Board.  The Committee recognised that there was currently no one on the Board from a legal background. Experience in digital technology and local industry such as tourism and hospitality and affiliation with one of the major employers in the area would also be advantageous.  T Jakimciw reminded Committee members of the Scottish Government's 50/50 gender balance target for Boards. However, this was partly out with the

	<p>Board's control, e.g. the current staff and student representatives were all male.</p> <p>Following discussion, it was agreed to use non-prescriptive wording in the advertisement in order not to deter applicants. T Jakimciw and B Hood would draft an information pack and advertisement and circulate to the Committee for comment.</p> <p style="text-align: right;"><b>ACTION: TJ/BH</b></p> <p>V Grant suggested placing the advert on the Women on Boards and the Institute of Directors websites.</p> <p style="text-align: right;"><b>ACTION: BH</b></p> <p>T Jakimciw would select some dates for the recruitment and selection process and find out which Committee members were available to join him on the panel. An independent member would also be required.</p> <p style="text-align: right;"><b>ACTION: TJ</b></p>
<b>05/16</b>	<p><b>Board Training Programme</b></p> <p>B Hood reported that only a few Board members had responded to his request for suggested areas of development.</p> <p>Committee members agreed with the Chair's suggestion to revisit this item after the Governance workshops had been completed.</p> <p>Following discussion, it was agreed that a session on relationship mapping and different financial reporting requirements would be beneficial.</p> <p>T Jakimciw would take these suggestions to the Board.</p> <p style="text-align: right;"><b>ACTION: TJ</b></p>
<b>06/16</b>	<p><b>Any Other Business</b></p> <p>There was no further business for discussion.</p>
<b>07/16</b>	<p><b>Date of Next Meeting</b></p> <p>To be confirmed.</p>

Signed:.....  
Chair

Signed:.....  
Clerk to the Board

**BORDERS COLLEGE**  
**NOMINATIONS COMMITTEE**

Actions from the  
Meeting of the Nominations Committee held on  
Thursday 18 February 2016 at 4.30 pm n the Board Room, Scottish Borders Campus

<b>Item</b>	<b>Action</b>	<b>Responsibility and Date</b>
04/16	Draft an information pack and advertisement and circulate to the Committee for comment.	T Jakimciw/ B Hood
	Place the advert on the Women on Boards and the Institute of Directors websites	B Hood
	Select some dates for the recruitment and selection process and find out which Committee members were available. An independent member would also be required.	T Jakimciw
05/16	Take suggestion for a session on relationship mapping and different reporting requirements to the Board.	T Jakimciw