

Board of Management Performance & Nominations Committee

Date of Meeting	24 April 2023
Paper No.	PNC4-D
Agenda Item	4.3
Subject of Paper	Draft Board Schedule AY 2023-24
FOISA Status	Disclosable
Primary Contact	Drew McGowan College Secretary
Date of production	17 April 2023
Action	For Discussion and Decision

1. Recommendations

- 1.1 To discuss and approve the draft schedule for the Board and its committees for AY 2023-24.

2. Purpose

2.1 To seek approval of the draft schedule of the Board and its committees for the new academic year.

3. Consultations

3.1 This paper is shared with the Performance & Nominations Committee for discussion and decision ahead of tabling at the Board's meeting in June for approval.

4. Key Insights

4.1 The Performance & Nominations Committee receive the draft Board schedule ahead of it being tabled at the Board for approval at its final meeting of the academic year.

4.2 The draft Board schedule tabled for the Committee's consideration is largely based on previous years and informed the committee structure that the Board indicated a preference for at its most recent meeting. All meeting cycles end with a quarterly meeting of the Board.

4.3 The Board currently has two strategic planning events each year. It is proposed that one strategic planning session be held in November and a Board development day be held in April. These bi-annual sessions were all-day events pre-Covid. Members are also asked if they are content with these sessions returning to all-day events.

4.4 At present, Board meetings are not scheduled to follow the Board development and strategic planning session; however, instead, it is proposed that they can be scheduled if necessary throughout the year.

5. Impact and Implications

5.1 The proposed schedule of meetings ensures a cycle of reportage from the committees to the Board and factors in key activities and requirements throughout the academic year, such as the annual report and accounts.

Appendices:

Appendix 1: Draft Board of Management schedule for AY 2023-24.

Board of Management Schedule 2023-24

Meeting	Date	Time	Venue
Conveners' Committee	Mon. 28 August 2023	15:00 – 17:30	Teams
Audit & Assurance Committee	Tue. 5 September 2023	15:00 – 17:30	City Campus
Finance Committee	Wed. 13 September 2023	16:00 – 18:30	City Campus
Learning & Teaching Committee	Tue. 26 September 2023	15:00 – 17:30	City Campus
Board of Management	Wed. 4 October 2023	16:00 – 18:30	City Campus
Development Committee	Wed. 25 October 2023	15:00 – 17:30	City Campus
People & Culture Committee	Wed. 1 November 2023	15:00 – 17:30	City Campus
Strategic Planning Day	Wed. 8 November 2023	Full day	Riverside Campus
Learning & Teaching Committee	Tue. 21 November 2023	15:00 – 17:30	Teams
Audit & Assurance Committee	Tue. 28 November 2023	15:00 – 17:30	City Campus
Finance Committee	Wed. 6 December 2023	16:00 – 18:30	City Campus
Board of Management	Thurs. 14 December 2023	16:00 – 18:30	City Campus
Conveners' Committee	Mon. 29 January 2024	15:00 – 17:30	Teams
Development Committee	Wed. 7 February 2024	15:00 – 17:30	City Campus
People & Culture Committee	Wed. 13 February 2024	15:00 – 17:30	Teams
Learning & Teaching Committee	Tue. 27 February 2024	15:00 – 17:30	City Campus
Audit & Assurance Committee	Tue. 5 March 2024	15:00 – 17:30	City Campus
Finance Committee	Wed. 13 March 2024	16:00 – 18:30	City Campus
Board of Management	Wed. 27 March 2024	16:00 – 18:30	City Campus
Board Development Day	Wed. 17 April 2024	Full day	Riverside Campus
Conveners' Committee	Mon. 29 April 2024	15:00 – 17:30	Teams
Development Committee	Wed. 8 May 2024	15:00 – 17:30	City Campus
People & Culture Committee	Wed. 15 May 2024	15:00 – 17:30	City Campus
Learning & Teaching Committee	Tue. 28 May 2024	15:00 – 17:30	Teams
Audit & Assurance Committee	Tue. 4 June 2024	15:00 – 17:30	City Campus
Finance Committee	Wed. 12 June 2024	16:00 – 18:30	City Campus
Board of Management	Wed. 19 June 2024	16:00 – 18:30	City Campus