

**BOARD OF GOVERNORS**

**PROCEDURE FOR THE APPOINTMENT OF STAFF GOVERNORS**

**1 Background**

The statutory Instrument and Articles of Government set out the legal responsibilities, powers and duties of governing bodies. The Instrument sets out the governing body’s constitution and procedures and the Articles set out the College’s internal powers, duties and responsibilities.

Instrument 2 (e) requires that the governing body consists of

“at least one and not more than three members who are members of the institution’s staff and have a contract of employment with the institution”

It is therefore a mandatory requirement for the Board to have at least one staff governor.

**2 Composition of the Board of Governors for City of Wolverhampton College**

At a meeting of the Board of Governors on 20 July 2009 it was decided that the membership of the staff governor category should be determined at **two** and that the two staff governors should be nominated and elected as follows:

- One member of teaching staff nominated and elected only by teaching staff;
- One member of non teaching staff nominated and elected only by non teaching staff.

**3 Election and appointment of staff governors**

Normally vacancies arise on expiry of the four year term office. However, a vacancy will occur if the staff governor resigns or ceases to be a member of staff at the College.

When a vacancy occurs, nominations are sought from the staff sector entitled to nominate and elect the staff member.

Should more than one nomination be received, an election will be held, with the successful candidate being formally appointed by the Board of Governors at its next meeting.

The current staff governors are:

<b>Staff Governor</b>	<b>Appointment category</b>
Graham Peebles	Nominated and elected by all teaching staff
Pam Causer	Nominated and elected by all non teaching staff

#### **4 Definitions of teaching staff and non teaching staff**

For the purpose of nomination and election, teaching staff are defined as full time lecturing staff, fractional lecturing staff and Visiting Teachers who do not hold another substantive contract (i.e. more than 50% of working hours) within the College.

Non teaching staff are defined as staff employed on support staff and management spine contracts, who do not have teaching commitments which take up more than 50% of their working hours.

23 May 2011