

Appointment of Trustees **A note by Tom Wheeler - President**

1.0 Introduction

- 1.1 Council is being asked to ratify the decisions of the Board of Trustees to appoint 1 Student Trustee and 3 Lay Trustees (2 effective immediately and 1 as Trustee Designate). Council's role in this procedure is to ensure that good governance has been followed and the process undertaken in the finding and appointing of the Lay Trustees was robust.
- 1.2 The Constitution states that '*...48. Up to two Student Trustees shall be appointed by a simple Majority of the Board of Trustees, who will receive advice on the appointment from the Appointments and Remuneration Committee, provided that the appointment of the each Student Trustee is ratified by a two thirds majority vote of the Union Council.*

 - 1.2.1 John Winters and Tian Chew Wei were ratified as Appointed Student Trustees at the 11 February 2014 meeting of Union Council.
 - 1.2.2 Tian Chew Wei term ended on 23 July 2014. John Winters term will end in January 2016.

- 1.3 The Constitution states that '*...54. Up to four External Trustees shall be appointed by a simple majority of the Board of Trustees, who will receive advice on the appointment from the Appointments and Remuneration Committee, provided that the appointment of each External Trustee is ratified by a two thirds majority vote of the Union Council.*'
 - 1.3.1 George Palos term ended 31 July 2014.
 - 1.3.2 Janet Rogan stepped down as a Trustee on 18 March 2014 due to personal reasons.
- 1.4 A Skills Audit and Diversity Review of the Board was undertaken which identified where the Board was lacking certain areas of knowledge, skills and representation of our membership. Specifically, retail, marketing and governance, as well as an understanding of being an international student at Imperial College, were indicated as the areas that would be beneficial to having trustees with those skill sets benefiting the Board. This helped to shape the person specification and focus the approach.
- 1.5 With the end of Dame Julia Higgins term as Lay Trustee and Chair approaching in January 2016, finding a replacement for her was always a consideration and a planned approach for a suitable replacement in this round of recruitment.

2.0 Process

- 2.1 Appointed Student Trustee
 - 2.1.1 The position of Appointed Student Trustee was advertised to students through the Union's website, student newspaper, individual email messages to candidates who had stood in last year's 'Big Elections' and 'Your Rep and Council Elections' that took place in October this year and social media channels. Information regarding the role was available on the Union's recruitment site and a recruitment pack was developed which outlined key information about the Union, the Board, the role and the appointment process.
 - 2.1.2 The person specification for the role outlined the desire of the Union to ensure that the perspectives of female and International Students are reflected on the Board, but did not restrict applications to students from those groups.
 - 2.1.3 In total 14 applications were received. See appendix for profile of applicants.
 - 2.1.4 These applications were reviewed by the President who was assisted by Managing Director. The President developed a long list of six, who were interviewed in face to face interviews by the panel who consisted of Thomas Wheeler (Officer Trustee) Abigail de Bruin (Officer Trustee), Paul Beaumont (Council Chair). Joe Cooper (Managing Director) assisted this process.
 - 2.1.5 Following the six interviews the panel discussed the relative merits of the shortlisted candidates and came to unanimous view on the preferred candidate.
 - 2.1.6 The preferred candidate is an International Student (Non-EU) Graduate (Taught) student. Their course ends on 21 September 2015.

2.2 Appointed Lay Trustee

- 2.2.1 The Board of Trustees agreed to use external recruitment agencies to conduct the search for Lay Trustee candidates. 3 agencies were invited to submit a tender and after this process, Peridot Partners were selected to undertake the process. This process was to use their networks to make initial contact with prospective candidates as well as advertising through their website.
- 2.2.2 A long list was drawn by Tom Wheeler (Officer Trustee) and was assisted by Joe Cooper (Managing Director). The long list candidates, of which there were 12, were invited to meet with both TW and JC with a representative from Peridot Partners.
- 2.2.3 The findings of the long list interviews were presented to a panel of Dame Julia Higgins (Lay Trustee and Chair of Board of Trustees), Andy Heeps (Alumni Trustee) and Abi De Bruin (Officer Trustee). The panel shortlisted 5 candidates to interview. The final interview panel, which met on the 21 January 2015, consisted of Dame Julia Higgins (Lay Trustee and Chair of Board of Trustees), Andy Heeps (Alumni Trustee) and Abi De Bruin (Officer Trustee) and Tom Wheeler (Officer Trustee).
- 2.2.4 2 candidates were selected to fill the 2 vacancies however it was also acknowledged that the current chair, Dame Julia Higgins, will end her term in January 2016. As such a Trustee Designate was identified to be invited to Board of Trustee meetings as an observer until January 31 2016 where would then become a full Lay Trustee.

2.3 Approval of panel's recommendations

- 2.3.1 Appointed Student Trustee
- 2.3.2 Appointments and Remuneration Committee were not scheduled to meet until 22 January, which was after Board of Trustees which meet on 15 January 2014. As such the approval of the Appointed Student Trustee was made by Board of Trustees at the 15 January meeting. This decision was passed unanimously.
- 2.3.3 Appointed Lay Trustees
- 2.3.4 Appointments and Remuneration Committee reviewed the decision of the Panel and unanimously agreed their recommendations. A decision on the recommendation was made by Board of Trustees over email on 23 January 2015. This was passed unanimously.

3.0 Resolves

3.1 To ratify the appointments of:

- 3.1.1 **Christopher Chukwunta as Appointed Student Trustee**
- 3.1.2 **Neil Sachdev as Appointed Lay Trustee**
- 3.1.3 **Kate Owen as Appointed Lay Trustee**
- 3.1.4 **Jill Finney as Trustee Designate until as of 31 January 2016**

APPENDIX I

Profile of Appointed Student applications

Male	Female	UG	PG	Home/EU	International	Department	How did they hear about positions
11	3	8	6	9	5	Physics (2)	Facebook (1)
						Medicine (4)	Email (8)
						Civil & Environmental Engineering (2)	Website (5)
						Mechanical Engineering(1)	
						Computing (1)	
						Chemistry (2)	
						Business (1)	
						Chemical Engineering (1)	

APPENDIX II

Biographies

Chris Chukwunta

Chris is enrolled on Systems Engineering and Innovation (MSc 1 year full time). Chris Has worked in several national and international appointed and volunteer roles before now, and is presently serving as the Nigerian delegate at the World Federation of Engineering Organizations (WFEO) on the Young Engineers Future Leaders Committee, the Young Engineers President of Nigeria, and the Coordinator of the WFEO international young engineers' project competition.

Jill Finney

As strategic marketing and communications professional, Jill has had significant success first in the commercial sector, before moving to the public sector including the British Library and CQC, where she held the role of Deputy Chief Executive for just over a year. She has also had some exposure to the charity sector, working with Kids Company to lead a deliver a stakeholder strategy. She brings success in delivering change and exposure to the academic sector, through her role at the British Library. She demonstrates a passion for young people, and her early commercial experience gives her a good understanding of some of the commercial challenges that the Union may face.

Kate Owen

Having just completed her second term as a Governor of Imperial College, Kate brings a good understanding of the Imperial context and she has a commitment to supporting students at Imperial. She has extensive non-executive experience with a range of public bodies, although as yet not with a not for profit company, including experience across a range of board committees, including audit. She brings strong change experience within a multinational at BP and her background in learning and development, and organisational development will be helpful in a more generative stage of development at the Union.

Neil Sachdev

Neil brings extensive strategic experience as a board director at Tesco and Sainsbury's, combined with strong non-executive experience both in the private sector and as Chairman of the Institute of Grocery Distribution, a charity. He also has university experience – both as an Advisory Board member at Imperial College/Grantham Institute and as a Visiting Professor at Salford University. He has had substantial success in high level strategic roles, with strong financial acumen, combined with an ethical approach.