

Plymouth University

Board of Governors

Roles and Responsibilities of Board Officers

1. Chairman of the Board of Governors

- to lead the Board of Governors
- to establish performance objectives for the Vice-Chancellor and conduct the annual appraisal of performance against those objectives
- together with the Board of Governors:
 - to hold the Vice-Chancellor and the University Executive Group (together, the 'Executive') to account for their leadership of the University
 - to undertake the functions outlined in the Instrument and Articles of Government
 - to consider and approve the University's strategy objectives and, with the Executive, to develop a road map for implementation
 - to provide constructive challenge and support to the Executive in delivering the University's strategy
 - to monitor the University's performance against its strategic objectives
 - to support the Executive in further enhancing the University's relationships with its stakeholders, particularly in Plymouth and the South-West and with its regulator
 - to develop a succession plan for his/her role
- to ensure that the Board reflects the appropriate mix of skills and experience effectively to fulfil its responsibilities, and is more reflective of the communities in which it operates

2. Vice-Chairman

- to provide appropriate advice and support for the Chairman
- on occasions when the Chairman is unable to discharge his/her office as Chairman as a result of potential conflict of interest or of unavoidable absence, to take on the role of Acting Chairman, and to chair meetings of the Board of Governors and relevant committees
- to support the Chairman in the fulfilment of his/her duties, including (without limitation):
 - representing the Board or the University in circumstances where the Chairman would otherwise fulfil this role
 - attending internal and external meetings as necessary

- maintaining relationships with Governors, both independent governors and staff/student governors
- representing the Board within the organisation and maintaining a positive profile with students, staff and wider stakeholders.

3. Senior Independent Governor

- to be available to any governor, whether individually or collectively, should they have concerns which contact through the normal channels of Chairman, Vice-Chancellor or University Secretary and Clerk to the Board has failed to resolve or where such contact is inappropriate
- to lead an annual appraisal of the Chairman's performance, including an annual meeting of non-executive directors without the Chairman, as part of a process to be agreed with the Board
- to liaise with the Board and the Vice-Chancellor about the Chairman's objectives, in consultation with him/her
- to meet regularly with governors to listen to their views in order to develop a balanced understanding of their issues and concerns
- to become involved on any exceptional occasions when the Board of Governors has concerns about the performance of the Chairman or the Vice-Chancellor, or where the normal relationship between the Chairman and Vice-Chancellor has failed to resolve matters of concern.