



## CONSTITUTION OF THE FOUNDATION COMMITTEE OF THE BOARD OF GOVERNORS

### 1. **Committee Title**

The Committee shall be called the Foundation Committee.<sup>i</sup>

### 2. **Membership**

The membership of the Committee shall comprise:

#### 2.1. ***Ex Officio***

- i. Chair of the Board of Governors
- ii. Vice-Chancellor
- iii. A Deputy Vice-Chancellor
- iv. President of the Student Union
- v. Dean of Spiritual Life
- vi. Deans of Faculty (5)
- vii. Head of Department of Theology, Religion and Philosophy
- viii. Creative Director of the Winchester Music Centre
- ix. Director of the Centre of Religions for Reconciliation and Peace

#### 2.2. ***Appointed from the Governing Body***

Three members appointed from the external members of the Board. One of whom shall be appointed as Chair by the Board of Governors

One member appointed from the Academic or Professional Service Staff members of the Board of Governors.

Board appointees are made by the Nominations Committee and they shall initially serve for three years. In considering the re-appointment of Board members, due regard will always be given to the need to ensure a proper rotation of members.

#### 2.3. ***Appointed from the Student Body***

One student appointed by the Christian Union

One student appointed by the Student Christian Movement

#### 2.4. ***Co-opted Members***

- i. A representative of the ministerial training department of the Diocese of Winchester
- ii. The Director of Education for the Dioceses of Winchester and Portsmouth
- iii. A representative of the Cathedral Chapter
- iv. The vicar of Christchurch

### **3. Terms of Reference**

- 3.1. Under delegated powers and within general policy laid down by the Governing Body, the Foundation Committee shall discuss, monitor, make recommendations, and regularly report to the Board of Governors on matters related to the Christian foundation of the University and its expression. In that that regard the Committee shall:
  - i. in so much as they concern the Anglican foundation of the University, support and develop the culture and behaviour within the institution, and the delivery of the University Strategic Plan, by annually monitoring the interpretation and execution of the University Mission, Values and Foundation Strategy, and the Spiritual Wellbeing Strategy.
  - ii. foster wider development of awareness and debate on matters of faith, and positive relations between faith communities, the Diocese of Winchester, the Cathedral, the local parish and beyond
  - iii. organise and manage the programme of Foundation events
  - iv. receive regular reports from the Chaplaincy, Foundation Music and the Department of Theology, Religion and Philosophy and other reports as appropriate.
  - v. receive regular presentations/reports from the faculties on how their work/activities supports the foundation of the University
  - vi. receive presentations/reports from other departments on foundational supporting activity
  - vii. where practicable conduct itself in accordance with the [CUC HE Code of Governance](#).
- 3.2. The Foundation Committee shall also attend to such other matters as the Board of Governors may determine.

### **4. Meetings**

The Foundation Committee shall meet as required but normally not less than three meetings per year. The time and place of meetings shall be arranged by the Secretary in consultation with the Chair. Where it is appropriate, meetings of the Committee may be held virtually.

**5. Quorum**

There shall be a quorum of two governor members with half the members plus one (when the membership is an even number) or half the members plus one half (when the membership is an odd number).

**6. Agenda**

The agenda shall be circulated to members at least one week prior to meetings, except in the case of emergency meetings. Members shall be entitled to submit relevant agenda items to the Chair for inclusion in the agenda.

**7. Secretary**

The Clerk to the Board of the Governors, or a nominee appointed by the Board of Governors, shall attend as secretary to the Committee.

**8. Minutes**

Minutes shall be kept of the proceedings of all meetings of the Committee and the Committee Chair will present an update to the next meeting of the Board of Governors. Minutes are available to all Governors on request. Minutes will be made available upon request to non-Governors, subject to compliance with privacy regulations and consultation with the Committee Chair.

**9. Attendance of Advisers**

The Chair shall be entitled to invite to a meeting a person or persons to act in an advisory capacity.

**10. University Officers**

The Chair may call University Officers to attend to provide information or explanation in respect of matters under discussion. If a University Officer is required to attend, the request should be directed through the Vice Chancellor.

**11. Amendments to the Constitution**

Amendments to the Constitution may be made at a duly constituted meeting of the Board of Governors.

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<sup>i</sup> The original Constitution was approved by resolution of the Board of Governors dated 28 November 2001. Amendments were approved by the Board of Governors at its meetings on 16 March 2011, 16 November 2016 and 29 January 2020.