



Recruitment of External Lay member to Remuneration Committee

Further particulars and Job Description

The University seeks to appoint a senior People & OD or HR professional with significant organisational leadership experience, and a strong commitment to Higher Education, as an external member of its Remuneration Committee, which is a Committee of the University Court (the governing body).

The full remit of the Committee is outlined below. The Committee is responsible for considering and reviewing the salaries, terms and conditions, and any severance payments, for senior members of staff of the University.

The position is non-executive and unremunerated with expenses paid, including travel, child/dependent-care and any loss of earnings. The commitment is approximately 4-6 half-days per year. The appointment will be for four years in the first instance. Candidates must not be employees or students of the University of Glasgow.

The deadline for applications (cv and a covering letter) is 5pm on Tuesday 2 April 2024 Please submit applications to Dr David Duncan, University Secretary and COO via email to uofg-court@glasgow.ac.uk

The University of Glasgow

The University of Glasgow has been changing the world since 1451 and is the fourth oldest university in the English-speaking world. We are a world top 100 university and a member of the prestigious Russell Group of leading UK research universities. Glasgow is a place where inquiring minds can develop their ideas. A place where people make discoveries that change the world.

Our people have always been at the forefront of innovation, including eight Nobel Laureates, two UK Prime Ministers, three First Ministers of Scotland, 10 Fellows of Royal Society and 11 Fellows of the British Academy. Our past achievements inspire our current world changers.

As a globally connected university, we work in partnership with others across the world to advance global solutions to real world problems.

The University:

- has an annual turnover of more than c.£900m with research income c. £190m
- welcomes students from more than 150 countries worldwide;
- has a student population of c.38,000 at undergraduate and postgraduate level;
- has excellent ratings for student satisfaction in the National Student Survey;

- is a major employer in the city of Glasgow with more than 10,000 staff comprising in excess of 2,500 active researchers;
- is a founding member of Universitas 21, an international grouping of universities dedicated to setting worldwide standards for higher education; and of the Guild of European Research Intensive Universities;
- Is committed to building an inclusive and welcoming community for all.

Job Description

The Remuneration Committee is one of the committees of the University Court (governing body). The Committee has a strong mix of skill sets including HR management, representatives of the University's Senior Management Group, senior members of our academic and lay members. We are seeking to recruit a lay member with professional People & organisational/HR experience at a senior level to complement the current Committee membership. You will be required to make a significant contribution to the work of the Committee and to bring your professional expertise and senior leadership experience to bear in this capacity. The successful candidate will support the University by contributing to decision-making on the remuneration framework for senior staff including the Principal. The Remuneration Committee normally meets 2 times in a year, and may also expedite business electronically.

Essential Requirements

1. A track record of People & OD/HR experience in a senior leadership capacity in a complex business environment with experience of decision-making at a strategic level (Board or Senior Executive Committee level)
2. Excellent interpersonal and communication skills with a natural ability to offer constructive challenge, provide organisational intelligence from other sectoral perspectives and a degree of independent scrutiny to senior University figureheads
4. An understanding of corporate governance
5. Enthusiasm for the University's commitment: to deliver excellent research; to provide an excellent student experience; and to extend its global reach and reputation
6. Ability to build credibility, trust and respect
7. Objectivity, integrity and discretion

Remuneration Committee Remit and Terms of Reference

The mandate for the RC is as follows:

- To formulate the University's remuneration policy, and to review that policy annually, recommending changes to Court as appropriate;
- To determine the salaries of the Principal and other members of Senior Management Group, having regard to:
 - Collective and individual performance in advancing the University's strategic objectives,
 - Offering competitive salaries with those of other major UK universities, as reflected in robust comparative data, and
 - budgetary parameters approved by Court;

- Annually, to determine the University's policy on the performance-related reward of professorial and senior professional staff (all level 10 staff);
- In the absence of the Convener of Court, make recommendations on the nature and level of any remuneration for the Convener of Court, subject to approval by Court;
- To advise Court on the University's policy on severance arrangements for staff, within the parameters agreed by Court and implement that policy, considering, on an individual basis, any severance proposal that:
 - Departs from the parameters agreed by Court, and/or
 - Pertains to for a member of the Senior Management Group
- To maintain oversight of contracts of employment for senior staff (the Principal & SMG)
- To receive an annual report on expenses incurred by members of the Senior Management Group
- To ensure that Committee membership includes the relevant skills and experience necessary to exercise its remit effectively.
- To seek the views of institutional representatives from student and staff related bodies, including those of the recognised trade unions, in relation to the remuneration package of the Principal and the senior executive team.

Scheme of Delegation

The following details the delegated authority for the RC and shows how it is placed in the overall University Scheme of Delegation with escalation to Court:

Area of Responsibility	Limit	Delegated Decision Making Authority	Escalation To
Pre-approve University Remuneration Policy (pre Court)	N/A	N/A	Court
Pre-approve salaries of the Principal and SMG Members	N/A	N/A	Court
Pre-approve policy on the performance-related reward of professorial and senior administrative staff (all level 10 staff)	N/A	N/A	Court
Approve severance proposals within parameters set by Court and excluding SMG Members	N/A	N/A	Court

Committee Membership

This is a non-executive chaired committee with the following membership:

- Lay member of Court (Chair)
- 2 further lay members including one of whom will be the Convenor of Court
- 2 external lay members
- 1 staff representative on Court
- SRC President

In attendance:

- Principal
- Chief Operating Officer and University Secretary
- Executive Director of People & Organisational Development

Further details on Remuneration Committee and the Governance structure of the University can be found here <https://www.gla.ac.uk/myglasgow/governance/corporategovernance/>