Board of Trustees

Special Meeting

Minutes
October 24, 2016
President’s Boardroom, The Horace Mann Center

Members in Attendance: Chair Marcus, Vice Chair Hill, Trustees Magovern, Sullivan, Trafford, and Queenin. Trustee Hagan entered the meeting at 12:38 PM.

Board of Trustee members participating remotely: Board Secretary Landrau, Trustees Slakey, Martin, and Johnson.

Dr. Ramon S. Torrecilha, President was also present.

Chair Marcus called the meeting to order at 12:35 PM.

Chair Marcus announced that Trustees Landrau, Slakey, Martin, and Johnson would be participating by remote participation due to geographic distance.

Chair Marcus announced that due to this remote participation, all voting would be by roll call vote.

Chair Marcus brought forward the President’s Evaluation.

Vice Chair Hill made the following motion:

**MOTION** to authorize and ratify the actions of the Executive Committee in the preparation and submission of the presidential evaluation for the period January 1, 2016—September 30, 2016 to the Commissioner of the Department of Higher Education.

Trustee Magovern seconded this motion.

Chair Marcus asked if there was any discussion or questions.

Trustee Sullivan said that in the interest of transparency, he wanted to ask a question regarding part of the evaluation. He stated that as part of the evaluation there is a recommendation that the President receive the full compensation adjustment allowed. Trustee Sullivan asked if this should be explained further for purposes of the minutes.
Chair Marcus explained that the decision as to a compensation adjustment is with the Commissioner. Trustee Sullivan requested further clarification.

Trustee Queenin responded that the President isn’t entitled to a raise until he completes his first full year. Moving forward, increases are 0% to 3%. The evaluation addresses this issue.

Trustee Hagan entered the meeting at 12:38 PM.

Trustee Sullivan asked that when making this motion, is the board recommending that the Department of Higher Education move this forward?

President Torrecilha explained that both the local board and the Department of Higher Education are involved in this process.

Chair Marcus pointed out that throughout the state, everyone receives the same within the range.

Trustee Slakey pointed out to the board that those trustees who read the original draft evaluation may have noted a marginal notation stating that the board needs to think about this process and whether or not the board is happy with this system. If not, a game plan is needed in sharing this feeling with the Commissioner. She recommended that this be on an agenda for further discussion.

It was mentioned that this issue was brought to the attention of Commissioner Santiago.

Trustee Queenin explained that there is the position that everyone receives the same, but in truth, this isn’t the case, and there are examples that could be brought forward to support this position.

Trustee Hagan commented that the current system does not allow for awarding someone; it does not offer an incentive.

Trustee Queenin said that there has been a number of new presidents, and this discussion has been percolating. He stated that with Trustee Slakey’s assistance, documentation has been presented in a professional manner. He feels this gives the board a good starting point. Trustee Queenin acknowledged that there are challenges but at least the process has begun.

Chair Marcus asked if there was any other discussion, comments or questions.

Trustee Martin stated that he endorsed the comments made by the Executive Committee at its meeting. He credited Trustee Slakey with her excellent work. Trustee Martin was also impressed by the comments provided by President Torrecilha in the documents reviewed by the Board of Trustees. Trustee Martin stressed that goals need to be considered and these questions asked—how do we measure this? What kind of feedback is wanted from the university community? A shared vision is needed, and it is critical that the board hears from other people as well.
Trustee Johnson stated that articulation of measurable goals is required. This is something that the Executive Committee needs to agree upon and then, the full board. Therefore, a system is needed so when an evaluation is conducted next year, simultaneously, goals are being adopted for the following year. In this way, the President has a full year to work on these goals.

Trustee Johnson said that the time invested in this evaluation resulted in a good product, but it could be improved using measurable goals. He approved of the President having a full year to address the goals.

President Torrecilha thanked Trustee Johnson for his comments and asked about the timeline that was in mind.

Trustee Johnson responded that he believes this year’s evaluation will be due the end of June, not in October. Therefore, the evaluation needs to be kept on the “front burner” during the year.

Trustee Slakey stated that a performance plan is established along with the evaluation. The performance plan is for a full year. At the start, the performance plan is established with metrics in place. Then, mid-year, it is reviewed and any adjustments to the plan can be made. With this, the evaluation process is easy because the plan is followed and comments are added. Trustee Slakey stated that expectations are set for the President but in a general way which works for both the President and the board. She pointed out that some items in the plan may have already been completed, but this is acceptable.

Chair Marcus asked if there were any further comments. Hearing none, the Chair called for a roll call vote on the Motion.

Roll call vote:

- Trustee Hagan—Yes
- Vice Chair Hill—Yes
- Trustee Johnson—Yes
- Secretary Landrau—Yes
- Trustee Magovern—Yes
- Trustee Martin—Yes
- Trustee Queenin—Yes
- Trustee Slakey—Yes
- Trustee Sullivan—Yes
- Trustee Trafford—Yes
- Chair Marcus—Yes

The roll call vote in favor of approval of the above Motion was unanimous.

Chair Marcus requested a motion to adjourn the meeting. Trustee Sullivan made the motion to adjourn the meeting and Trustee Queenin seconded the Motion.

Chair Marcus then called for the roll call vote:
Roll call vote:

- Trustee Hagan—Yes
- Vice Chair Hill—Yes
- Trustee Johnson—Yes
- Secretary Landrau—Yes
- Trustee Magovern—Yes
- Trustee Martin—Yes
- Trustee Queenin—Yes
- Trustee Slakey—Yes
- Trustee Sullivan—Yes
- Trustee Trafford—Yes
- Chair Marcus—Yes

The roll call vote in favor of adjourning the meeting was unanimous.

Chair Marcus adjourned the meeting at 12:57 PM.

Attachments presented at this meeting:

1. President’s Evaluation
2. Motion—To authorize and ratify the actions of the Executive Committee with regard to the President’s Evaluation