

## Minutes

Presidential Performance Evaluation Metrics Teleconference Ad hoc Committee

UWF Board of Trustees

UWF Building 10, Room 131

August 17, 2020

*The public was provided the opportunity to join the 8/17/20 Presidential Performance Evaluation & Metrics Ad Hoc Committee Teleconference Meeting by dialing 1-888-585-9008, conference room 718-342-757.*

Chair Suzanne Lewis welcomed everyone and called the meeting to order at 1:00 p.m.

Committee Chair Suzanne Lewis, Trustee Bob Jones, Trustee Jill Singer and BOT Chair Dave Cleveland joined by phone.

Others attending via phone: Provost and Senior Vice President George Ellenberg; Megan Gonzalez, Associate Vice President, Institutional Communications; Jamie Sprague, Associate Vice President, Human Resources; Dr. Ed Ranelli, AVP, External Affairs; Pam Langham, General Counsel and Becky Luntsford, Assistant Corporate Secretary to the BOT.

### **AGENDA ITEMS:**

#### **I. Approval of July 8, 2020 Presidential Performance Evaluation & Metrics Ad Hoc Committee Minutes**

Chair Lewis asked for a motion to approve the minutes.

Motion was made by Trustee Bob Jones and seconded by Trustee Jill Singer. The motion passed unanimously.

#### **II. 2019-2020 Presidential Evaluation**

Chair Lewis said she was pleased that all twelve trustees responded to the Trustee Survey and he was pleased that most provided narrative comments.

She opened the meeting for discussion regarding the 2019-2020 Presidential Evaluation Trustee Survey results and the overall presidential evaluation process.

Discussion continued among committee members and Chair Cleveland. All trustees agreed the President's evaluation indicated her performance exceeded expectations. All agreed this was a very good evaluation.

The Committee and Chair Cleveland directed staff to improve next year's electronic trustee survey by adding an option to allow trustees the option to go back within the survey to make changes if they wish to do so. Becky Luntsford agreed to make that note and improvement for next year.

The Committee and Chair Cleveland went on to discuss the strategic directions of the survey and the president's goals. The Committee agreed a statement needed to be made in the 2019-20 Presidential Performance Report explaining how President Saunders met her goals while managing the issues related to the COVID-19 pandemic, performance-based funding metrics and the Complete Florida Plus Program audit.

The Committee discussed the survey scores for each strategic direction of the survey results. Strategic Direction: Academic Programming, Scholarship & Research – Score 4.58 (exceeds expectations)

Strategic Direction: Learner Centered and Focused – Score 4.83 (exceeds expectations)

Strategic Direction: Infrastructure – Score 4.17 (exceeds expectations)

Strategic Direction: Community and Economic Engagement – Score 4.08 (exceeds expectations)

Strategic Direction: Personnel Investment and Engagement – Score 3.92 (exceeds expectations)

Total Average Score 4.32 (exceeds expectations)

The Committee discussed the Trustee Survey results, the President's overall performance, her current base salary, her salary history since becoming President and where UWF's presidential compensation falls within the State University System of Florida institutions. After reviewing information provided by staff on these areas, the Committee discussed at great length, compensation considerations.

After much deliberation and consideration of the state of the university and current events, the Committee determined that the University has continued to thrive under President Saunders' leadership and she has taken proactive actions during extenuating circumstances of current events. In fulfillment of their responsibility by Statute, the Committee reviewed the President's base salary. Chair Cleveland announced to the Committee that President Saunders wanted to relay to the Committee that even if offered, she would not accept an increase in her base salary at this time, due to the current budgetary environment. Therefore, the Committee agreed to not recommend a change to the President's base salary on an annual basis for the 2019-20 evaluation period.

Chair Lewis opened the floor for discussion of the President's Performance Incentive Payment. After lengthy discussion and thoughtful deliberation, the Committee agreed the Trustee Survey

revealed positive comments on the President's performance and her evaluation overall received a score indicating she had exceeded expectations.

Chair Lewis asked for a motion to establish a percentage of a performance-based bonus.

Motion: Trustee Jill Singer made a motion to ensure the President's performance incentive documents indicate that the Presidential Performance Evaluation & Metrics Committee believes President Saunders' performance in normal times, would be worthy of a 15% incentive payment, however, given the unusual circumstances and fiscal constraints presented; COVID-10, the Board of Governors Performance Based Funding Metrics and the Complete Florida Plus Program Audit, the Committee is awarding a 7.5% incentive payment this year. The Committee will revisit the President's performance incentive payment process in the President's new contract beginning January 1, 2021.

Seconded by: Trustee Bob Jones  
The motion passed unanimously.

Chair Lewis continued the meeting by explaining the Committee that a draft of the 2019-20 Presidential Performance Report is being drafted and will be sent to the Committee within the next couple weeks. She asked that they review the document and be ready to make any edits and/or approve at a teleconference meeting that will be scheduled prior to the full Board of Trustees meeting on September 9, 2020.

Chair Lewis asked staff to finalize the report and send to her and Chair Cleveland for approval before distributing to the Committee.

Chair Lewis thanked the Committee for their dedication to the presidential evaluation and compensation process.

With no other business to discuss, Chair Lewis adjourned the meeting at 1:44 p.m.

Respectfully submitted,  
Becky Luntsford, Assistant Corporate Secretary