

**Minutes**

**Presidential Performance Evaluation & Metrics Ad Hoc Committee Meeting**

**UWF Board of Trustees**

**WUWF Public Media, 11000 University Pkwy, Bldg. 88**

**Pensacola, Florida 32514**

**August 23, 2019**

Chair Dave Cleveland called the meeting to order at 4:12 p.m. CST.

Committee Members, Trustees Dave Cleveland and Bob Jones were present. Trustee Suzanne Lewis joined by phone.

BOT Chair Mort O'Sullivan joined by phone.

Others in attendance: Pam Langham, General Counsel; Ed Ranelli, Associate Vice President for External Affairs; Jamie Sprague, AVP Human Resources, Keith King, Director Institutional Research, Christophe Lizen, Assistant Director Institutional Research and Becky Luntsford, BOT Assistant Corporate Secretary.

Chair Cleveland welcomed those in attendance and reviewed the agenda with those present.

Chair Cleveland asked if there was any public comment. There was none.

**I. Approval of July 23, 2019 Presidential Performance Evaluation and Metrics Ad Hoc Committee Meeting Minutes**

Chair Cleveland asked for a motion to approve the minutes from the last Committee meeting.

Motion made by: Trustee Suzanne Lewis

Seconded by: Trustee Bob Jones

Motion passed unanimously

**II. 2018-2019 Presidential Evaluation**

Chair Cleveland asked the Committee if they had any questions for Keith King or Christophe regarding the President's Scorecard. There were none.

Chair Cleveland asked Keith to make a report to the Committee on the President's Scorecard and key performance indicators. Keith reported that just after the June 2019 Board of Trustees meeting when the Board approved the President's 2018-2019 Scorecard, he received an email

from Dr. Pam Northrup providing information requiring the scorecard to be updated. Item #30 on the scorecard originally indicated UWF Research Contracts and Grants: Dollar Amount of Awards Received to be 13.2 million. However, the new information received required the number to be changed to 14.6 million showing a green arrow on the scorecard. Keith explained that changed is reflected in the Committee's meeting packet.

Keith went on to explain that regarding Item #4 on the scorecard regarding average SAT scores for newly enrolled FTIC's, there is no new SAT score information so that indicator remains in "Monitor" mode.

Lastly, Keith asked that when Committee members see a red arrow on the scorecard, to please remember when talking averages, some drops or rises are minute and not necessarily unfavorable, such as Item #5 Average ACT score for newly enrolled FTIC's.

Chair Cleveland asked Keith and Christophe to consider adding a yellow arrow to indicators that may fall into such categories where the numbers may drop or rise 1-2%. Keith agreed to put the new yellow arrow indicator in place and distribute to the Committee by their next Committee meeting.

Chair Cleveland thanked Keith and Christophe for their continued and extensive work on the scorecard. He explained how useful this data and the President's Scorecard is as a resource and tool to the PPEM Committee. He dismissed them from the meeting and continued discussing the Presidential Evaluation with Committee members and staff.

Chair Cleveland said how pleased he was that all thirteen trustees responded to the Trustee Survey and he was very pleased with all the narrative comments made.

He opened the meeting for discussion regarding the Presidential Evaluation Trustee Survey and the overall Presidential Evaluation process so far.

Chair Cleveland thanked the staff for making the survey so useable and he commended those involved with how easily accessible the hyperlinks and support documents were. The Committee members agreed.

Discussion continued among committee members, university staff present and Chair O'Sullivan. All trustees agreed the President's evaluation indicated her performance "Exceeds Expectations". All agreed that this was a very good evaluation.

The Committee discussed the strategic directions on the Trustee Survey and assigned a numeric score to each one based on the survey results. A synopsis of the scores assigned by the thirteen Trustees and the resulting total average score was:

Strategic Direction: Academic Programming, Scholarship & Research – Score

Strategic Direction: Community and Economic Engagement – Score

Strategic Direction: Infrastructure - Score

Strategic Direction: Learner Centered and Focused - Score

Strategic Direction: Personnel Investment and Engagement – Score

Total Average Score 4.33 (Exceeds expectations)

The Committee discussed the President's 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 the synopsis of scores on the Trustee Survey, the Committee discussed compensation consideration.

After much discussion and consideration, it was determined that the university has continued to thrive under President Saunders' leadership.

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

Motion by: Trustee Bob Jones made a motion that a performance-based bonus representing 20% of President Saunders' current base pay as President.

Seconded by: Trustee Suzanne Lewis

Discussion: BOT Chair Mort O'Sullivan asked Pam Langham, General Counsel, to clarify the appropriate effective date for the bonus per President Saunders' contract.

Ms. Langham stated the appropriate base salary would be the present base salary as of March 1, 2019.

The Committee agreed and the motion passed unanimously.

Chair Cleveland then led the Committee in a review of the drafted 2018-2019 Presidential Performance Evaluation & Metrics Ad Hoc Committee Report to the Board of Trustees. The Committee reviewed the report and made edits as needed. Chair Cleveland directed Becky Luntsford to fact-check the list of accomplishments – especially sports - in the report. Ms. Luntsford agreed to do so.

Chair Cleveland asked for a motion to approve the final edits made to the Presidential Performance Evaluation & Metrics Ad Hoc Committee Report to be presented to the full Board for their approval on September 19, 2019 with staff fact-checking accomplishment bullets.

Motion by: Trustee Suzanne Lewis

Seconded by: Trustee Bob Jones

Motion approved unanimously.

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

### **III. Other Committee Business**

With no further business to discuss, Chair Cleveland adjourned the meeting at 5:09 p.m.

Respectfully submitted,

Becky Luntsford, Assistant Corporate Secretary