

**Presidential Performance Evaluation & Metrics Ad Hoc Committee
July 19, 2023
Minutes**

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Committee Meeting

9:02 a.m.

The public was provided with information to join this virtual public meeting on the UWF Board of Trustees website.

I. Call to Order and Chair Remarks

- A. The meeting of the UWF BOT Presidential Performance Evaluation & Metrics Ad Hoc Committee was called to order at 9:02 a.m. by committee Chair Jill Singer.

II. Roll Call

- A. Chair Singer asked Anna Lochas to conduct roll call. Trustees Jill Singer, Alonzie Scott, and Stephanie White were in attendance.

- B. Others in attendance included: Dr. Gary Liguori, Provost and Senior Vice President; Mr. Michael Wyatt, Assistant General Counsel; Ms. Jamie Sprague, AVP, Human Resources; Ms. Anamarie Mixson, Office of the President; Ms. Brittany Sherwood, Office of Institutional Communications; and Anna Lochas Board of Trustees Liaison.

III. Public Comment

- A. Chair Singer opened the floor for public comment. There were none.

IV. New Business

- A. Action Item
 - 1. Approval of the 2022-2023 UWF Presidential Evaluation
 - a. Chair Singer noted that there was only one action item on the meeting agenda which was to approve the 2022-2023 UWF Presidential Performance Evaluation. Chair Singer stated that the committee members should have received the Presidential Evaluation template in the agenda packet for review. Chair Singer identified that the evaluation would be sent to all the Trustees on July 20, 2023. The Trustees would have until Friday, August 4, 2023, to complete the evaluation. Chair Singer then opened the floor for committee discussion.
 - b. Trustee Scott suggested several changes to the wording on the instruction email to streamline the content of the email.
 - c. Trustee Scott made a motion to amend the content on the first page of the draft email. Chair Singer discussed the changes made to the paragraph with the Strategic Directions. Trustee White seconded the motion. Chair Singer opened the floor for discussion on the motion. Trustee White suggested moving forward with the proposed changes, but also adding the Strategic Directions back into the email. Trustee Scott supported this suggestion.
 - d. Chair Singer asked for a new motion to accept the revised email presented by Trustee Scott but with the Strategic Direction paragraph added back to the email.
 - i. Motion by: Trustee Scott
 - ii. Seconded by: Trustee White
 - iii. Motion passed unanimously.

- e. Chair Singer asked for a motion to approve the 2022-2023 Presidential Performance Evaluation Qualtrics Survey
 - i. Motion by: Trustee White
 - ii. Seconded by: Trustee Scott
 - iii. Motion passed unanimously.

B. Information Item

1. Next Committee Meeting

- a. Chair Singer presented the Presidential Performance Evaluation and Metrics Ad Hoc Committee timeline and informed the committee that their next step will be to evaluate the president's performance and prepare the committee report with the compensation recommendation. Chair Singer stated that the next meeting is scheduled for August 7, 2023. Chair Singer identified that this meeting date will not provide the committee with much time to review the evaluation. Chair Singer stated that the August 7, 2023, meeting will therefore be moved to August 17, 2023, to provide additional time for the evaluation to be completed and reviewed by the committee.

V. Other Business

- A. Trustee Scott inquired about the compensation review and if data will be provided to the committee for comparison. Jamie Sprague, AVP for Human Resources, identified that compensation information will be provided to the committee.

VI. Announcements

- A. None

VII. Adjournment

- A. Chair Singer thanked those in attendance for their participation. With no other business to discuss, Chair Singer adjourned the meeting at 9:27 a.m.