

Minutes

Presidential Performance Evaluation Metrics Ad hoc Committee

UWF Board of Trustees

UWF Crosby Hall, Building 10, Room 224

August 29, 2017

Chair Dave Cleveland called the meeting to order at 3:35 p.m. with Committee Chair Dave Cleveland in attendance.

Committee members Trustees Bob Jones and Suzanne Lewis joined by phone.

Others in attendance: BOT Chair Mort O'Sullivan, General Counsel Pam Langham, Janice Gilley and Jamie Sprague.

I. Approval of July 27, 2017 Minutes

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

Motion made by: Trustee Bob Jones

Seconded by: Trustee Suzanne Lewis

Motion passed unanimously

II. Trustee Survey Results

Chair Cleveland explained that Becky Luntsford sent the survey results out to the Committee a few days ago and he was very pleased to see that all thirteen trustees responded.

Chair Cleveland opened the meeting for discussion of the trustee survey and narrative options.

It was suggested that next year, the survey be set up so the entire narrative can be viewed by the user and changes can be made as needed within the electronic format to allow for more comments. Trustee Lewis asked that the survey also be compatible with an iPad.

Chair O'Sullivan suggested the possible reason for few additional comments was that the evaluation covered only a six-month period. He believes next year there will be more dialogue provided in the comment section, representing a full year observation period.

Chair Cleveland asked the committee to discuss the survey's numeric rating and how that number reflects Dr. Saunders' performance.

Trustee Lewis said looking at the numeric rating [4.46], a number over a four places the President in the 'exceeds' expectations category.

Chair Cleveland agreed.

Trustee Jones agreed the President's evaluation was a very good evaluation and the Committee should consider it as such.

Chair Cleveland stated that in general, he believed the Trustee Survey and the use of the support documents and data worked well in assisting his ability to evaluate the President.

Trustee Lewis agreed.

III. Presidential Evaluation Report/Narrative

Chair Cleveland said the Trustee Survey will be used as part of the Report/Narrative from this Committee and making a recommendation to the Board regarding performance-based pay.

Trustee Jones & Trustee Lewis asked Chair Cleveland to write the report, summarizing the results of the Trustee Survey.

Chair Cleveland agreed and stated that he would work with university staff to confirm accuracy of all data included in the report.

BOT Chair O'Sullivan clarified that the Presidential Evaluation Policy calls for him to meet with President Saunders and share the entire survey document and comments provided with her. He went on to recite the Presidential Evaluation Policy Section VI. Evaluation Period/Goal Setting/Timeline (c) 4. *The Committee will evaluate the President's performance using the evaluative criteria and prepare an evaluation report containing an applicable compensation recommendation for the Board by September 1.*

Chair Cleveland asked BOT Chair O'Sullivan if he would extend the report deadline one week. Chair O'Sullivan agreed.

IV. Presidential Compensation

Chair Cleveland stated that he wanted to ensure with Pam Langham, Jamie Sprague and Janice Gilley that everything the Committee recommends will be in keeping with the President's contract. He explained that the President's evaluation fell within the "exceeds expectations" performance level and should be awarded as such. He assured everyone present that the Committee's intent is to follow proper and ethical procedures and to be good stewards of the university's finances.

There was lengthy discussion by the Committee on President Saunders' work in her first six months in office. In addition, the Committee discussed Dr. Saunders' accomplishments as Provost and Executive Vice President. Most discussion surrounded around the President's outstanding Metrics successes and resulting funding to the University all made possible by her leadership.

The Committee went on to discuss the President's current base salary and where UWF's presidential compensation falls within the State University System of Florida and with UWF's peer and aspirant institutions.

Chair Cleveland asked for a motion to recommend to the full Board of Trustees that President Saunders receive an increase of 2% to her annual base salary; plus a bonus representing 20% of her six-month base pay as Executive Vice President/Provost; plus a performance-based bonus representing 20% of her current base pay as President.

Motion by: Trustee Bob Jones

Seconded by: Trustee Suzanne Lewis

Motion passed unanimously

Chair Cleveland thanked the Committee for their thoughtful, sincere and dedicated participation in the Presidential Evaluation and Compensation process. He added that he knows the Committee has worked hard to do the right thing by our President and has strived to be good stewards of the university's assets.

He went on to remind Committee members that the information gathered by the consulting firm hired by the Board of Trustees over a year ago, shows that, with this motion by the Board, UWF's presidential compensation will be within the 75th percentile of UWF's peer and aspirant institutions.

BOT Chair O'Sullivan added that he believes President Saunders is performing well above 75% of those university presidents. All agreed.

Trustee Lewis asked BOT Chair O'Sullivan to please consider providing his supportive remarks to the Board when presenting this to the Board, just as he did at this Committee meeting. Chair O'Sullivan agreed.

V. 2017/2018 Presidential Evaluation

Chair Cleveland invited Janice Gilley to discuss the 2017/2018 Presidential Scorecard and weighting the President's goals for next year.

Janice and the trustees discussed adjustments and edits to be made to the 2017/2018 Presidential Scorecard. Janice will discuss with President Saunders and work with other university staff to complete the Committee's suggested edits and will finalize the scorecard for the next Committee meeting.

Janice explained that President Saunders will be using the Presidential Scorecard in a presentation she is making to the Board of Governors showing how her scorecard and goals are aligned with BOG Metrics and the university's strategic directions.

Janice went on to explain the President's weighted goals which focus on the university's five strategic directions. Chair Cleveland, BOT Chair O'Sullivan and Trustee Lewis had suggestions for the weighted goals. Janice will continue to work with President Saunders and will provide a finalized version of the President's weighted goals to the Committee at their next meeting.

IV. Other Committee Business

With no further business to discuss, Chair Cleveland adjourned the meeting at 4:55 p.m.

Respectfully submitted,
Becky Luntsford, Assistant Corporate Secretary