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**MassBay Board of Trustees Presidential Evaluation Meeting  
Wednesday April 17, 2019  
Library Conference Room, Wellesley Hills Campus  
Minutes**

**Trustees in Attendance:** Jamie Hoag, Tom Peisch, Diane Schmalensee

**Staff in Attendance:** Karen Britton

**CALL TO ORDER**

Committee Chair Hoag convened the meeting and established that a quorum was present.

**2019 PRESIDENTIAL EVALUATION PROCESS**

Committee Chair Hoag indicated that the deadline for submitting the President's evaluation is June 30.

Committee members discussed if last year's process should be followed again. Trustee Schmalensee brought up suggestions made by the Association of Governing Boards (AGB) at the recent Department of Higher Education's (DHE) Conference breakout session entitled "Presidential Evaluations". These included hiring a consultant and holding interviews. Page five of the Department of Higher Education document entitled "Compensation and Evaluation: Guidelines and Procedures for State University and Community College Presidents" outlines what we should do in the section called "Conducting and Documenting the Annual Evaluation". It was decided we will proceed as we have previously, adding the State's Dashboard, which Chair Peisch will ask Vice President Jackson to forward. The evaluation will include both the State's priorities/goals ("Big Three") and MassBay's.

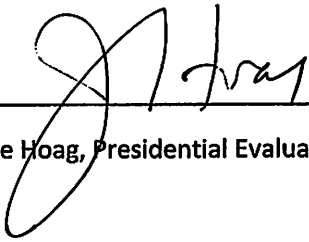
Trustee Schmalensee will create a new survey for both internal and external constituencies. This year's survey will be somewhat longer given the measurements outlined by the DHE. A draft of survey recipients was also reviewed. The next meeting to review and approve the 2019 survey will be on April 26 at 2:30pm.

President Podell's self-evaluation is needed by June 1. His 2018/2019 Agenda will be used as reference on which to evaluate.

**ADJOURNMENT**

Chair Peisch moved to adjourn the meeting and Trustee Schmalensee seconded. The motion passed unanimously.

The meeting adjourned at 2:54pm.

  
\_\_\_\_\_  
Jamie Hoag, Presidential Evaluation Committee Chair

7/11/19

Date

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