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**MassBay Board of Trustees Presidential Evaluation Meeting
Friday April 26, 2019
Library Conference Room, Wellesley Hills Campus
Minutes**

Trustees in Attendance: Pam Lassiter, Tom Peisch, Diane Schmalensee

Trustees on Telephone: Jamie Hoag

Staff in Attendance: Karen Britton, Courtney Jackson (Vice President Jackson left at 3:04pm.)

CALL TO ORDER

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

2019 DEPARTMENT OF HIGHER EDUCATION (DHE) DASHBOARD

Vice President Jackson reviewed the Department of Higher Education dashboard, which will be considered along with MassBay's dashboard and the survey for President Podell's evaluation this year. MassBay has made progress in several areas that will be emphasized on the evaluation. Any weak areas that are being addressed will also be noted on the evaluation.

The committee will review the DHE dashboard and meet again to discuss. Vice President Jackson can provide insight into the dashboard data and items to be included in the evaluation, if needed.

2019 PRESIDENTIAL EVALUATION SURVEY

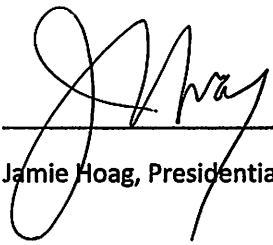
Committee members reviewed surveys to be sent to both internal and external constituencies. The cover letter from Chair Peisch and Committee Chair Peisch will be similar to last year. Trustee Schmalensee matched the wording on the surveys to President Podell's 2018/2019 Agenda, and added criteria from the DHE dashboard. The topic of Equity will be addressed in the final letter. Trustee Lassiter will develop a stimulating subject line for the email that goes to the internal community requesting completion of the survey.

Chair Peisch praised committee's work from last year as well as this year.

ADJOURNMENT

Motion - Trustee Peisch moved to adjourn the meeting, and Trustee Lassiter seconded. The motion passed unanimously via the following roll call vote: Trustee Hoag – YES; Trustee Lassiter – YES; Trustee Peisch – YES; Trustee Schmalensee - YES

The meeting adjourned at 3:24pm.



Jamie Hoag, Presidential Evaluation Committee Chair

7-11-19

Date