



**MASSACHUSETTS BAY COMMUNITY COLLEGE
PRESIDENTIAL EVALUATION MEETING
APRIL 27, 2021
10:00-11:00 AM
by Webex and Facebook livestream
MINUTES**

Trustees in Attendance: Sandy Lish, Tom Peisch, Diane Schmalensee

Staff in Attendance: Karen Britton, Executive Director, Office of the President; Cyndi Fox, Staff Assistant, Office of the President; Jeremy Solomon, Vice President of Institutional Advancement, Marketing, and Communications

CALL TO ORDER

Trustee Lish called the meeting to order and established that a quorum was present.

OVERVIEW OF 2020 AND 2021 PRESIDENTIAL EVALUATION PROCESSES

Trustee Lish reported that this year's evaluation process should go smoothly, given the Committee's experience with last year's process. Commissioner states there must be a thorough review process every three years. This year, the Committee will again look at President Podell's handling of Diversity, Equity and Inclusion (DEI) as well as the pandemic. To simplify the process this year, Trustee Schmalensee has shortened the surveys, including mostly numeric responses and leaving out all but one open-ended question. It was decided that all internal and external stakeholders as provided on the lists would be included. It was noted that President Podell would not accept a raise since the NUP employees will not be getting them. Executive Director will confirm that President Podell will be able to complete his self-evaluation in time to meet the June deadline. All elements are being considered related to the College going virtual.

2021 PRESIDENTIAL EVALUATION SURVEY

Trustee Schmalensee reviewed the surveys from last year and suggestions for this year's surveys. Each question includes a reference to the pandemic. The Committee is aware that the Student Success section may not have the same high ratings as last year, given the students' difficulties throughout the last year, which may make some of the questions more difficult to answer. An open-ended question will be left in to address this, and it can also be clarified in the summary, if needed. The Committee would like to include communications activities/best practices with students as an appendix, and Executive Director will follow-up with Vice President Solomon on this matter. The surveys will be sent out by email on Monday (May 3), and recipients will be asked to respond in three weeks (by May 24). Afterwards, the Committee will meet to discuss the results, communications, and data. Executive Director Britton will also reach out to Vice President Jackson about providing data to include.

It was noted that the College has an exemplary leader in President Podell.

ADJOURNMENT

The meeting adjourned at 10:35 am.

	5/24/21
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Sandy Lish, Trustee Committee Chair	Date