MASSACHUSETTS BAY COMMUNITY COLLEGE
PRESIDENTIAL EVALUATION MEETING
Friday, April 21, 2017
Wellesley Campus, Library Conference Room B
MINUTES

Board Members Present: Ken Der, Jamie Hoag, Jen Maseda, Tom Peisch, Diane Schmalensee
Staff Members Present: Karen Britton

CALL TO ORDER
Trustee Hoag called for introductions and established that a quorum was present.

OVERVIEW OF PRESIDENTIAL EVALUATION AND REQUIREMENTS

A memo dated March 2017 from Board of Higher Education Commissioner Santiago outlining this year’s Presidential Evaluation process was discussed. The process is flexible and gives campuses latitude. Each Board’s process and summary of conclusions must be provided. Given President Podell’s July 2016 start date, MassBay is entitled for an extension but will not request one and will submit his evaluation in June. The priorities outlined at the end of the Commissioner’s memo can be used as reference for metrics – 1) College Participation, 2) Student Success and 3) Closing Gaps.

DISCUSSION OF PROCESS FOR REVIEW OF PRESIDENT PODELL

MassBay’s current Strategic Plan was produced before President Podell arrived, so will not be used in his evaluation. His 2016/2017 agenda/priorities and decisions will be considered. Along with all of the Trustees, the Committee will combine its own metrics and the Board of Higher Education’s priorities into one evaluation. Both the State and President Podell put students as a priority. The situation with the Framingham campus is unique. It will also be acknowledged that President Podell began his tenure during a difficult, unstable time for the College. Data will be included to back-up what is submitted. President Podell will be asked to provide a self-evaluation.

MassBay’s internal and external communities will be engaged in the process. The Committee will obtain feedback, likely through a survey on Survey Monkey and phone calls to some external constituencies. Feedback will be sought from the following groups, as well as any others President Podell suggests:

Internal
AFSCME
Deans
Directors
Executive Team
Faculty
MCCC
SGA
Students

External
Foundation
FSU
MetroWest
PSW
NEXT STEPS

Trustee Hoag will provide an update on the Presidential Evaluation Committee’s process and timeline for feedback and completion of the evaluation at the April 25 Full Board meeting. The metrics and survey questions for the evaluation will be determined at the next Committee meeting. The metrics will likely consist of 1) the Framingham campus, 2) David’s 2016/2017 agenda and 3) the Board of Higher Education priorities. Various Leadership traits (outlined on a document entitled “Five Important Things Successful Leaders Do”) will be underlying each category. All three criteria will be scored with a numerical rating and comments.

Chair Peisch will reach out to President Podell and ask him to respond to each Board of Higher Education metric but also express his own priorities. The Presidential Evaluation Committee will do the same.

The Committee will get feedback between the April 25 and May 16 Full Board meetings. Enough time will be needed for people to respond. Board members will discuss all but salary in an Open Meeting.

ADJOURNMENT

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

Jamie Hoag 5-16-17
Date
Chair
Presidential Evaluation Committee