STATE OF FLORIDA

FLORIDA A&M UNIVERSITY

IN RE: PRESIDENTIAL EVALUATION COMMITTEE

DATE: APRIL 30, 2015

TIME: 4:01 p.m. - 4:20 p.m.

COMMITTEE MEMBERS PRESENT: CHAIR KIMBERLY MOORE (VIA TELEPHONICALLY) RUFUS MONTGOMERY SPURGEON McWILLIAMS TOREY ALSTON TONNETTE GRAHAM BETTYE GRABLE

LOCATION: 301 FOOTE-HILYER BUILDING TALLAHASSEE, FLORIDA

REPORTED BY: YVONNE LAFLAMME, FPR COURT REPORTER and NOTARY PUBLIC

C & N REPORTERS CERTIFIED PROFESSIONAL REPORTERS P.O. BOX 3093 TALLAHASSEE, FLORIDA 32315 (850) 697-8314
TRUSTEE MOORE: What I would like to do is I would like to call the Presidential Evaluation Committee to order.

ATTORNEY BARGE-MILES: We need to wait just a second.

TRUSTEE MOORE: Okay.

Trustee Grable -- I'm sorry -- Trustee Moore?

TRUSTEE MOORE: Yes.

ATTORNEY BARGE-MILES: We're ready to start now.

TRUSTEE MOORE: I would like to officially call this Presidential Evaluation Committee to order.

ATTORNEY BARGE-MILES: Trustee Alston?

TRUSTEE ALSTON: Here.

ATTORNEY BARGE-MILES: Trustee Grable?

TRUSTEE GRABLE: Here.

ATTORNEY BARGE-MILES: Trustee Graham?

TRUSTEE GRAHAM: Here.

ATTORNEY BARGE-MILES: Trustee Lawson?

Trustee McWilliams?

TRUSTEE McWILLIAMS: Here.

ATTORNEY BARGE-MILES: Trustee Moore?

TRUSTEE MOORE: Here.

ATTORNEY BARGE-MILES: Trustee Montgomery?

TRUSTEE MONTGOMERY: Here.
ATTORNEY BARGE-MILES: You have a quorum.

I would also like to inquire if we have any other Board members that are joining the call that are not on the Committee?

Okay, thank you.

TRUSTEE MOORE: Okay. Attorney Barge-Miles, if you could also recognize any individuals that we have participating on the call that may not be attached to the Committee or to the Board.

ATTORNEY BARGE-MILES: Do we have anyone else on the call?

TRUSTEE MOORE: Okay. Well, we will move forward with the Committee. Thank you all for being on the call and for agreeing to serve on this ad hoc and special committee. This is indeed probably one of the most important roles that we will each have, and such short amount of time that we have to move a whole lot of items.

Before moving forward into our agenda today -- it looks busier than it is -- I would like to give you some background information upfront.

Could we address -- looks like the noise on the background, Linda?

ATTORNEY BARGE-MILES: Yes. I believe everyone needs to put their phone on mute.
TRUSTEE MOORE: Okay. Thank you.

Okay, before moving on to our agenda, the first item is referencing the Board approved President's performance goals and objectives for the 2014-2015 year. It's with the understanding that the document will target five strategic initiatives that were identified and selected from the University's strategic plan five years ago. And that document is entitled the 2010-2020 Vision With Courage Plan. There are five areas, again as I've mentioned, and that information will be provided to you under separate e-mail after this committee meeting.

The other item that I'd like to bring to your attention is the performance period that's captured in President Mangum's performance goal document is through May, 2014, through April, 2015. Now, should the Committee choose to adopt the schedule that will be presented later on in the agenda, moving forward, the performance review period will align with the University's annual operating period of July 1st through June 30th.

Lastly as a clarifier, the employment agreement does afford the Board the opportunity to include other such areas as deemed appropriate in the evaluation process.
Are there any questions before I move into the agenda?

Okay. Well, our first item of business is to discuss the overview and role of the Committee document that you received, starting with the primary goals which will include the recommended goals -- recommending the goals for the President for the 2015/2016 review period. And leading the evaluation of the President's performance, these two items represent the key objectives of this Committee.

Now, there are some sub items that are listed that must be met in order for us to achieve the key objectives. They've also been included or addressed in the timeline that will also be presented later. Again, I would ask, are there any questions or areas of concern that require clarification tied to the roles and responsibilities of this Committee? Okay, I'll take that as a no.

If not, we'll move into Agenda Item 3, which is the contract key elements. Now, this indeed is an action item captured on the document and hopefully you have that in front of you. We forwarded it to you in our original packet of information for this committee meeting.

Captured on that document in the black font are
all of the date-specific items that relate back to the role of the Presidential Evaluation Committee. Now, the items that are listed in the red font are important, but they're not tied to the role of this Committee but will need to be addressed by the Board. With that said, I would like through walk through the listed items to address any questions or concerns, as well as point out any issues related to timing.

Starting with the first item, the description of it being, "President Mangum shall submit a proposed list of goals and objectives for the 2015/2016 performance review period to Chairman Montgomery." This is identified in the contract and/or agreement as a May 1 deliverable. And I've also included the citation of the section of the agreement for your reference.

The next item that's listed also has a trigger point, if you will, of June 1st, "President Mangum shall initiate a self-appraisal evaluation process on the approved goals and objectives for the 2014/2015 performance review period."

Now, what we should note here is that if we adopt this schedule, that we will have to take into account that the tool that we intend on using will need to be approved by the Board, because this is a tool that
will be used by President Mangum to initiating her self-appraisal on June 1st.

The next item, again, it's in the red font -- it's important but not related to this Committee. It speaks to the University-related non-salary compensation; on or before June 1st that this information would need to be provided.

Moving to July, the Board or Committee shall agree upon finalized goals or objectives for the 2015/2016 performance review period, and that's on or before.

And then transitioning into the July 1 through September 30th window. The Board would have to complete an evaluation of President Mangum based on the mutually agreed upon goals and objectives and any other criteria as the Board deemed appropriate.

Lastly, October 1, going forward, the Board would have to take up by vote the payment of a performance bonus. Upon Board approval of a performance bonus, payment would have to be paid within 60 days. Again, anything in red font represents the Board action; anything in black font is tied to this committee.

Are there any questions? And if there aren't any questions, this is an item that I would ask for you to move forward with the motion.
TRUSTEE ALSTON: So moved, Madam Chair.

TRUSTEE MOORE: Is there a second?

TRUSTEE MONTGOMERY: Second.

TRUSTEE MOORE: It's been properly motioned and seconded that we move forward with adoption of the contract and key elements. All those in favor, please acknowledge with the sign aye.

(Committee answers affirmatively.)

TRUSTEE MOORE: Okay, the motion passes. The next agenda item, Item 4, involves the evaluation process, and what I would like to do now is take the opportunity to share with you the models that are in practice right now and referenced in the resource documents that are listed on your agenda.

The majority of the Board's include one of two delivery styles. The first is a committee-led evaluation where they're either using a hard copy or electronic tool and there's engagement of the President as well as the full Board;

The other involves the use of an outside group to conduct a comprehensive assessment, which would be open to the Board, the campus community, the alumni, and stakeholders. Now, with regard to the latter, this practice is usually acted on in the third or fourth year of the President's tenure, and just for
clarification, I'm referring to the comprehensive assessment. However, some universities have opted to use it sooner.

With regard to Florida SUS system, I would like to draw your attention to the comparison document included with your meeting items. You'll find that the majority of the institutions include a board or committee as tasked with leading the charge in this regard. There are a couple of incidences cited that involve the board chair leading the effort and a handful that involve an outside entity.

Again, this is more background information so that we go -- before we go into what our process would likely be that I'm proposing. As it relates to a University's historical perspective, involving interim presidents as well as former full-time presidents with the president -- Bryant, Ammons, as well as Robinson -- what we have done in the past involves an evaluation process where Board members did an evaluation tool and the chair engaged the President regarding the results that led to a Board action.

The other option that we've taken, or the University has taken, is we've engaged in outside party or external group where they conducted a comprehensive assessment which included interviews
with the trustees. And if I recall correctly, the
group or firm that was used in the past was Tinsett
(phonetic) and Associates and that was associated with
President Ammons.

Now, the staffing model that's been followed or
used in the past as a conduit to the Board has either
been the Assistant Corporate Secretary, or also known
as the Chief of Staff, or the Board liaison.

With respect to President engagement, attaching
all of these components to what we will get to be a
proposed recommendation for this body to consider, I
would like to underscore for the record that one of
the most important parts of our process will be the
inclusion of President Mangum, where her feedback and
the suggestions will be secured through an initial
scheduled meeting that will take place on May 7th, and
if it's determined that other meetings are necessary
by either party, then they will occur.

But to complete it and to move it forward for
where we need to be with the timeline, I would like to
offer as a starting point and suggestion, tied to an
evaluation process, that we would consider the
Presidential Evaluation Committee distributing the
approved tools to each member of the Board, which
would also include the same tool being shared with
President Mangum, for her to complete and fulfill the self-appraisal, June 1st; then individual Board responses would be sent back to the Committee Chair who would then have the responsibility of providing the feedback in a hard copy format to our general counsel, and who in this scenario would serve as the custodian of record, as well as be tasked with synthesizing the evaluation report.

With that said, and bringing you up to speed on what we've done in the past and what's being proposed now, I would like to open the floor for questions or for a motion to accept a recommendation as presented.

Is there any conversation related to the Presidential Evaluation Committee process that this group will adopt moving forward?

TRUSTEE McWILLIAMS: Madam Chair?

TRUSTEE MOORE: Yes.

TRUSTEE McWILLIAMS: I understand the format. It sounds good except that I don't understand, do we -- are you going to design a question or survey as something that we're going to respond to, or how is that going to take place?

TRUSTEE MOORE: Trustee McWilliams, one of the tasks that this Committee will have responsibility of is actually designing or creating that tool that would
be used both by the Board as well as by President Mangum, if the Board accepts this recommendation. And it's outlined in our tasks and responsibilities associated with the Committee.

Are there questions?

TRUSTEE ALSTON: This is Trustee Alston.

Everything looks good to me. Looks like a job well done.

TRUSTEE MOORE: I appreciate that Trustee Alston. If there aren't any other comments related, then we certainly do need to move forward with a motion.

TRUSTEE ALSTON: So moved.

TRUSTEE MOORE: Okay, it's been properly motioned; is there a second?

TRUSTEE GRABLE: Second.

TRUSTEE MOORE: Okay, properly motioned and seconded that we move forward with the process described for the Presidential Evaluation Committee. All those in favor, please acknowledge with the sign "aye."

(Committee answers affirmatively.)

TRUSTEE MOORE: Opposers? Okay, the motion passes.

Our next agenda item, Item Number 5, is regarding the evaluation tool that was just raised by Trustee
McWilliams. The Committee is tasked with developing
evaluation tools. To that end, I want to make the
Committee members aware that the following items will
be attributed to the Committee as a next step for our
review and preparation for our next formal meeting.

Now, what you will receive will be the evaluation
tool that they used in the past with previous
presidents. You'll also receive draft questions that
are cited by the Association of Governing Boards of
Universities and Colleges. You'll also receive
information regarding the American Council of Trustees
and Alumni. You'll also, in addition to the 2014/2015
Board approved performance goals and the University's
strategic plan. Lastly, will be matrix options, how
will each item be measured. So each of those items
will be provided to you in an e-mail and will be used
as we prepare for our next meeting.

Are there questions or concerns regarding any of
the items, or if you believe there's something else
that should be added?

TRUSTEE MONTGOMERY: Madam Chair, this is
Montgomery.

The data that you're suggesting -- that you're
putting forth is a lot. I mean, I've read a lot of it
myself. To the extent that Board members have
questions, concerns, or comments, are we directing
those to the liaison or to Attorney McKnight?

TRUSTEE MOORE: Any questions regarding any of
the information that we share will be directed to our
Attorney Barge-Miles, our Board Liaison.

TRUSTEE MONTGOMERY: Thank you.

TRUSTEE MOORE: And Trustee Montgomery, I agree
it sounds like a lot of information, but I will work
to make sure we have it how it's compiled in a way
that it's more an at-a-glance than a lot of voluminous
items to read. Okay?

And last but not least, we have Agenda Item 6,
the timeline recommendation. And this is an action
item as well that we submit to move us in order
addressing the time-sensitive dates that are
associated with the employment contract held with the
Board of Trustees as President Mangum. If it's the
pleasure of the Committee, I can walk through the
document; or if the Committee has read it and we're
operating in agreement with the timeline presented, a
motion can be offered.

So what's the pleasure of the Committee?

TRUSTEE MONTGOMERY: I would ask, Madam Chair?

Montgomery.

TRUSTEE MOORE: You're recognized, Chair
TRUSTEE MONTGOMERY: On your fourth item from May, 2015, where it says the Committee will work to reach mutual agreement, what is the mechanism in the event that mutual agreement is not reached? What happens then?

TRUSTEE MOORE: Well, the conversation -- actually, this would actually continue, because this is tied to the 2015/2016 goals, so the conversation would be able to continue.

Where the trigger comes for June 1 is associated with the 2014/2015 goals. The only reason I noted for May, 2015, is because that's when the initial conversations will start, but it's certainly not an ending point. If we can reach agreement in Meeting 1, then we're comfortable; if not, then we're continuing the dialogue.

TRUSTEE MONTGOMERY: Thank you.

TRUSTEE MOORE: Are there other questions related to the proposed timeline? Hearing none, then we will need to move forward with a motion.

TRUSTEE MONTGOMERY: Motion for approval.

TRUSTEE MOORE: It's been motioned for approval; is there a second?

TRUSTEE ALSTON: Second.
TRUSTEE MOORE: Okay, it's been properly motioned and seconded that we move forward with adoption of the timeline associated with the Presidential Evaluation Committee. All those in favor, please acknowledge with the sign "aye."

(Committee answers affirmatively.)

TRUSTEE MOORE: Okay. It looks like the motion passes unanimously.

Well, I think this has probably been the quietest meeting that I've ever participated in. I would like to chalk it up as being organized.

As a recap of our Committee next step, the Committee will receive President Mangum's proposed 2015/2016 performance goals, and that's by way of the Chairman, working in concert with the Board liaison; if you recall that carries a 5/1 date.

Lastly, working in conjunction with the Board liaison will begin finalizing the future Committee meeting and Board dates. That will align with the time standards and operating procedures of the Board and certainly the wishes of Chairman Montgomery as well.

With this, this does include the items identified in the noticed agenda, so if there is no further business before the Board, this meeting is adjourned.
TRUSTEE ALSTON: Great job. Thank you.

(Committee meeting concluded at 4:19 p.m.)
STATE OF FLORIDA)
COUNTY OF LEON)

I, Yvonne LaFlamme, Florida Professional Reporter and Notary Public, certify that I was authorized to and did stenographically report the foregoing proceeding; and that the transcript is a true and complete record of my stenographic notes.

I further certify that I am not a relative, employee, attorney, or counsel of any of the parties, nor am I a relative or employee of any of the parties' attorney or counsel connected with the action, nor am I financially interested in the outcome of this case.

Dated this 3rd day of MAY 2015.

Yvonne LaFlamme, FPR Court Reporter Notary Public State of Florida at Large