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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

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2 TRUSTEE MOORE: What I would like to do is I
3 would like to call the Presidential Evaluation
4 Committee to order.

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

7 TRUSTEE MOORE: Okay.

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

9 TRUSTEE MOORE: Yes.

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

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

13 ATTORNEY BARGE-MILES: Trustee Alston?

14 TRUSTEE ALSTON: Here.

15 ATTORNEY BARGE-MILES: Trustee Grable?

16 TRUSTEE GRABLE: Here.

17 ATTORNEY BARGE-MILES: Trustee Graham?

18 TRUSTEE GRAHAM: Here.

19 ATTORNEY BARGE-MILES: Trustee Lawson?

20 Trustee McWilliams?

21 TRUSTEE McWILLIAMS: Here.

22 ATTORNEY BARGE-MILES: Trustee Moore?

23 TRUSTEE MOORE: Here.

24 ATTORNEY BARGE-MILES: Trustee Montgomery?

25 TRUSTEE MONTGOMERY: Here.

1 ATTORNEY BARGE-MILES: You have a quorum.

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

5 Okay, thank you.

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

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

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

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

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

24 ATTORNEY BARGE-MILES: Yes. I believe everyone
25 needs to put their phone on mute.

1 TRUSTEE MOORE: Okay. Thank you.

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

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

22 Lastly as a clarifier, the employment agreement
23 does afford the Board the opportunity to include other
24 such areas as deemed appropriate in the evaluation
25 process.

1 Are there any questions before I move into the
2 agenda?

3 Okay. Well, our first item of business is to
4 discuss the overview and role of the Committee
5 document that you received, starting with the primary
6 goals which will include the recommended goals --
7 recommending the goals for the President for the
8 2015/2016 review period. And leading the evaluation
9 of the President's performance, these two items
10 represent the key objectives of this Committee.

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

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

25 Captured on that document in the black font are

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

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

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

22 Now, what we should note here is that if we adopt
23 this schedule, that we will have to take into account
24 that the tool that we intend on using will need to be
25 approved by the Board, because this is a tool that

1 will be used by President Mangum to initiating her
2 self-appraisal on June 1st.

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

8 Moving to July, the Board or Committee shall
9 agree upon finalized goals or objectives for the
10 2015/2016 performance review period, and that's on or
11 before.

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

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

23 Are there any questions? And if there aren't any
24 questions, this is an item that I would ask for you to
25 move forward with the motion.

1 TRUSTEE ALSTON: So moved, Madam Chair.

2 TRUSTEE MOORE: Is there a second?

3 TRUSTEE MONTGOMERY: Second.

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

8 (Committee answers affirmatively.)

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

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

20 The other involves the use of an outside group to
21 conduct a comprehensive assessment, which would be
22 open to the Board, the campus community, the alumni,
23 and stakeholders. Now, with regard to the latter,
24 this practice is usually acted on in the third or
25 fourth year of the President's tenure, and just for

1 clarification, I'm referring to the comprehensive
2 assessment. However, some universities have opted to
3 use it sooner.

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

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

22 The other option that we've taken, or the
23 University has taken, is we've engaged in outside
24 party or external group where they conducted a
25 comprehensive assessment which included interviews

1 with the trustees. And if I recall correctly, the
2 group or firm that was used in the past was Tinsett
3 (phonetic) and Associates and that was associated with
4 President Ammons.

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

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

19 But to complete it and to move it forward for
20 where we need to be with the timeline, I would like to
21 offer as a starting point and suggestion, tied to an
22 evaluation process, that we would consider the
23 Presidential Evaluation Committee distributing the
24 approved tools to each member of the Board, which
25 would also include the same tool being shared with

1 President Mangum, for her to complete and fulfill the
2 self-appraisal, June 1st; then individual Board
3 responses would be sent back to the Committee Chair
4 who would then have the responsibility of providing
5 the feedback in a hard copy format to our general
6 counsel, and who in this scenario would serve as the
7 custodian of record, as well as be tasked with
8 synthesizing the evaluation report.

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

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

16 TRUSTEE McWILLIAMS: Madam Chair?

17 TRUSTEE MOORE: Yes.

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

23 TRUSTEE MOORE: Trustee McWilliams, one of the
24 tasks that this Committee will have responsibility of
25 is actually designing or creating that tool that would

1 be used both by the Board as well as by President
2 Mangum, if the Board accepts this recommendation. And
3 it's outlined in our tasks and responsibilities
4 associated with the Committee.

5 Are there questions?

6 TRUSTEE ALSTON: This is Trustee Alston.
7 Everything looks good to me. Looks like a job well
8 done.

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

12 TRUSTEE ALSTON: So moved.

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

15 TRUSTEE GRABLE: Second.

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

21 (Committee answers affirmatively.)

22 TRUSTEE MOORE: Opposers? Okay, the motion
23 passes.

24 Our next agenda item, Item Number 5, is regarding
25 the evaluation tool that was just raised by Trustee

1 McWilliams. The Committee is tasked with developing
2 evaluation tools. To that end, I want to make the
3 Committee members aware that the following items will
4 be attributed to the Committee as a next step for our
5 review and preparation for our next formal meeting.

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

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

21 TRUSTEE MONTGOMERY: Madam Chair, this is
22 Montgomery.

23 The data that you're suggesting -- that you're
24 putting forth is a lot. I mean, I've read a lot of it
25 myself. To the extent that Board members have

1 questions, concerns, or comments, are we directing
2 those to the liaison or to Attorney McKnight?

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

6 TRUSTEE MONTGOMERY: Thank you.

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

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

22 So what's the pleasure of the Committee?

23 TRUSTEE MONTGOMERY: I would ask, Madam Chair?
24 Montgomery.

25 TRUSTEE MOORE: You're recognized, Chair

1 Montgomery.

2 TRUSTEE MONTGOMERY: On your fourth item from
3 May, 2015, where it says the Committee will work to
4 reach mutual agreement, what is the mechanism in the
5 event that mutual agreement is not reached? What
6 happens then?

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

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

18 TRUSTEE MONTGOMERY: Thank you.

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

22 TRUSTEE MONTGOMERY: Motion for approval.

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

25 TRUSTEE ALSTON: Second.

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

6 (Committee answers affirmatively.)

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

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

12 As a recap of our Committee next step, the
13 Committee will receive President Mangum's proposed
14 2015/2016 performance goals, and that's by way of the
15 Chairman, working in concert with the Board liaison;
16 if you recall that carries a 5/1 date.

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

23 With this, this does include the items identified
24 in the noticed agenda, so if there is no further
25 business before the Board, this meeting is adjourned.

1 TRUSTEE ALSTON: Great job. Thank you.

2 (Committee meeting concluded at 4:19 p.m.)

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CERTIFICATE OF REPORTER

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

