

**JOINT ANNUAL REVIEW SUBCOMMITTEE and AD HOC PRESIDENTIAL
COMPREHESIVE REVIEW COMMITTEE
BOARD OF TRUSTEES
UNIVERSITY OF VERMONT AND STATE AGRICULTURAL COLLEGE**

A joint meeting of the Annual Review Subcommittee and the ad hoc Presidential Comprehensive Review Committee of the Board of Trustees of the University of Vermont and State Agricultural College was held on Friday, March 10, 2017 at 3:30 p.m., in room 351 Waterman Building.

MEMBERS PRESENT: Chair, David Daigle*, Cynthia Barnhart*, Frank Cioffi*, Ron Lumbra*, Ed Pagano*, Donna Sweaney*, and Soraiya Thura

PERSONS ALSO PARTICIPATING: Carol Cartwright, Association of Governing Boards Consultant*

*participated by phone

Committee Chair David Daigle called the meeting to order at 3:32 p.m.

Review of Process Outline and Timeline

Chair Daigle began the meeting by welcoming Dr. Carol Cartwright and referred Committee members to her bio included as attachment 4 in the meeting materials. He noted that last month, he and Committee members Ron Lumbra and Soraiya Thura had an opportunity to interview Dr. Cartwright. He previewed he would be inviting Dr. Cartwright to introduce herself after he reviewed the process and timeline for the annual and comprehensive review processes.

As discussed at the March 6th Board meeting, Chair Daigle explained that the annual presidential review will be combined with a five-year comprehensive review this year. Progress towards the implementation of the Strategic Action Plan adopted by the Board in 2013 will be assessed and goals identified for future action will be incorporated into the Plan. He noted that earlier today a memo was issued to the university community announcing the initiation of the comprehensive presidential assessment process. The memo previewed that governance groups, constituents, and stakeholders will be interviewed and that Dr. Cartwright would be assisting the Board in its work. The memo also solicited feedback from the community directing them to share their perspectives with Dr. Cartwright and provided her contact information.

Chair Daigle briefly reviewed the *Annual Review Subcommittee Policy and Procedures*, *Presidential Performance Review Policy*, and *Presidential Compensation Policy and Guidelines* included as attachments 1-3 in the meeting materials. He noted the three policies incorporate all of the components for the annual and comprehensive review processes. For the benefit of Dr. Cartwright, Chair Daigle shared that compensation has not been a major issue during President Sullivan's tenure.

Chair Daigle next reviewed the process timeline that concludes in October. He noted interviews will begin in April and that it is anticipated the Committees will meet jointly on a monthly basis, or as needed. At the May Board meeting, all Trustees will be briefed in executive session on progress to date and feedback will be solicited from all Trustees that will help frame the remainder of the review process. A report from Dr. Cartwright will be provided to the Committee in the summer and a portion of the September Board retreat will be held in executive session to allow the full Board to review the report. Feedback will be provided to President Sullivan following the retreat and review process will conclude at the October Board meeting after which a memo will be issued to the university community informing them of the outcome of the process.

Chair Daigle next invited Dr. Cartwright to introduce herself. Dr. Cartwright has worked in higher education for a little over 50 years. She spent 21 years at Pennsylvania State University where she served as a member of the faculty from 1967–1988, and led a variety of research projects before moving on to serve as dean for undergraduate programs and vice provost. Dr. Cartwright next served as vice chancellor for academic affairs at the University of California at Davis before being recruited to Kent State where she served as President from 1991-2006. Following her tenure at Kent State, Dr. Cartwright retired and became involved in consulting. In 2008 she was asked to take over the presidency of Bowling Green State University on an interim basis and was then then invited to remain. She agreed and served as president for three years. Since her retirement from Bowling Green State University she has been consulting for the Association of Governing Boards.

Before entering executive session, Chair Daigle polled committee members on their availability for the next meeting. It was agreed the next meeting will be held on Monday, April 10, 2017 at 5:30 p.m.

Executive Session

At 3:50 p.m., Chair Daigle entertained a motion to enter into executive session to discuss the evaluation of a public officer. The motion was seconded and approved. All in attendance were invited to remain. The meeting was re-opened to the public at 4:30 p.m.

Adjournment

There being no further business, the meeting adjourned.

Respectfully submitted,

David Daigle, Chair
Annual Review Subcommittee and ad hoc Presidential Comprehensive Review Committee