

**West Liberty University
Board of Governors**

Minutes

April 3, 2013

Attendance:

Beverly Burke, Richard Carter, George Couch, Brian Joseph, Patrick Kelly, Carrie White,
LeeAnne Yeater

Unable to Attend:

Ann Thomas

Administration/Faculty/Staff:

Robin Capehart, Mary Ann Edwards, John Gompers

3. Call to Order:

Chair Carter called the meeting to order at 9:02 a.m.

2. Action Item*:

Policy 2 - Presidential Appointments, Responsibilities, and Evaluation

Chair Carter stated that the reason for this meeting is for two items; first to look at Policy 2: Presidential Appointments, Responsibilities, and Evaluation. Chair Carter asked John Gompers if he would take the Board through the discussion of the policy, revisions, and recommendations from the comments received and review the final policy that the Executive Committee of the Board approved.

Mr. Gompers stated that the Board will recall at the last meeting a proposed revised Policy No. 2 was given out and for those not at the meeting it is on line, and it was disseminated for 30-day comment. Comments were received from faculty and classified staff, and the Executive Committee went through each and every one of those comments prior to this Board meeting and decided to recommend to the full Board several changes proposed by the faculty and classified staff.

The first recommendation would be under Section 2, 2.4 where it states "Upon appointment, a president may be awarded academic rank and tenure at the University by the Board." The recommendation by the Executive Committee is to add "after consultation with the Provost and appropriate College Dean and Department Chair."

The second recommendation that is made by the Executive Committee is that a modification be made to under Section 4, 4.2.2 in the second sentence where it reads "The evaluation committee may utilize," change the "may" to "shall." Those are the two major points that were basically adopted from comments from faculty and classified staff. No other changes are recommended by the Board and the Executive Committee would request that Policy 2 now be adopted by the Board with the two modifications just reviewed.

Chair Carter asked for further discussion on Policy 2. Beverly Burke stated she agrees with the changes already made, but believes that in Section 4, 4.2.7 there were some other comments that were important. The way it reads now it says "The chairperson shall be responsible for drafting and submitting a report to the chair of the Board within thirty (30) days of the on-site visit. There shall be an oral report to the president and the chair of the Board." We feel that what's happening here is that the full Board is left out of the process. We have a twelve member Board, and before the evaluation committee presents results of the evaluation to the president, we think the full Board should have a chance to review the findings and have some discussion before they sit down with the person evaluated; this would follow suit with anybody being evaluated on campus. When faculty have evaluations they discuss it with their Chair before going to the Dean and Provost. Staff is the same way; they sit with their supervisor and go over the evaluation before it's submitted to HR. It seems

the way this policy is written it's including the Executive Board all the way through, which is only four people of the twelve members. Classified staff feels one more step needs to be in the process.

Chair Carter stated he understood what Mrs. Burke was saying but, directed this statement to BOG Counsel John Gompers and his association with the power of the evaluation committee. Chair Carter stated it was his understanding that the evaluation committee does the evaluation, utilizing institutional personnel, but they conduct this evaluation and they come up with the conclusion in the evaluation. The evaluation is then presented; it is not up for modification by the Board subsequently, or anybody else; that's the evaluation. The rest is presentation and therefore, Chair Carter didn't know that the sequences of some of these things are absolutely essential with regard to changing the wording and would ask Mr. Gompers if he is correct in his assessment.

John Gompers stated that Chair Carter is correct; the process for commenting is open at all times. One of the consultation groups for the evaluation is the Board; they have their input. One committee meets to incorporate comments into the report, then it's laid out where the committee makes the report, gives the oral report to the president, submits the report to the Executive Committee, and gives to the Board for discussion. He didn't feel that the order should be changed. It is his understanding that this process is still a personnel type of issue dealing with confidentiality and not an issue where the report is given out for dissemination. He felt that the order is laid out appropriately to maintain the privacy issues that have been discussed.

Chair Carter stated that this was the response he anticipated and respects Beverly's comments, but this is why we are proposing to adopt the policy in this manner. Chair Carter then asked for a motion to accept the amendments to Policy No. 2 – Presidential Appointments, Responsibilities, and Evaluation.

A motion that the West Liberty University Board of Governors approve the revisions to Policy 2 – Presidential Appointments, Responsibilities, and Evaluation was then made by LeeAnne Yeater and Patrick Kelly; motion passed with Beverly Burke opposed.

Chair Carter stated that due to the timeliness and the need to revise this presidential evaluation process in accordance with having it synchronized with HEPC policy, we need to move fairly quickly with the evaluation process. There are a number of steps to be taken, and we need to get this done before people depart campus and get caught up in finals, commencement, etc. At this point we need to establish an Evaluation Committee and propose a slate of members as follows:

- Richard Carter, Chair
- Brian Joseph
- Carrie White

A motion that the West Liberty University Board of Governors approve those appointed to the Evaluation Committee was then made by Beverly Burke and seconded by George Couch; motion passed unanimously.

With no further business Chair Carter thanked everyone for participating in the meeting by conference call.

3. Adjournment:

The meeting adjourned at 9:15 a.m.

Richard Carter

Chair

Paul Limbert

Secretary