



**Massachusetts College of Liberal Arts**  
**BOARD OF TRUSTEES PRESIDENTIAL EVALUATION COMMITTEE**  
**Minutes of the Meeting of September 2, 2021**  
**Audio/Video Conference**

**Members in Attendance**

Mohan Boodram, Chair

Brenda Burdick, Vice Chair

JD Chesloff

Karen Kowalczyk

Robert Reilly

**Others in Attendance**

Lisa Lescarbeau, Clerk

Upon establishing a quorum of the Presidential Evaluation Committee members present, Trustee Burdick called the meeting to order at 9:03 a.m. and began discussion of the presidential evaluation process.

Trustee Burdick stated the focus of this meeting would be on aligning input provided by each Trustee member of this committee with the President's self-evaluation. Each Trustee reviewed the summaries provided, as agreed upon in the prior meeting, for the draft evaluation document.

- Executive searches – Chair Boodram, and Trustees Kowalczyk, Chesloff and Burdick
- Enrollment goal – Chair Boodram and Trustee Reilly
- Facilities capital projects – Trustee Kowalczyk
- Dashboards – Chair Boodram
- Budget and deficit reduction – Trustee Kowalczyk
- Fundraising/campaign – Trustee Burdick
- Equity and diversity – Trustee Chesloff

It was agreed that the three executive searches conducted during the academic year would be consolidated into one summary reflecting input from each search committee trustee representative. Language will include the active efforts by President Birge to include Trustees in the interview process for the three new hires, and comments on the search and interview process through hiring.

Chair Boodram will provide language on the process President Birge uses when conducting performance evaluations of his direct reports as this was a request from the Commissioner to be included in the President's evaluation.

With regard to performance metrics and dashboards, the Committee agreed with the President's self-evaluation language that this item was placed on hold as a result of the College's pandemic efforts. While the dashboards have been developed, progress toward populating them was impacted by staff efforts to respond to the pandemic.

With regard to the fundraising and campaign goal, Trustee Burdick summarized her evaluation noting that considerable research was conducted, a consultant was hired, research on comprehensive campaign feasibility was completed, and it was agreed to move forward with campaign.

Summary drafts addressing each of the goals outlined will be provided to Clerk Lesarbeau. These will be compiled into a final draft for discussion at the meeting of this committee scheduled for September 8 at 3 p.m. The Committee will finalize the evaluation report at that meeting for presentation and review of the full board of trustees prior to submitting the final document to the Commissioner of Higher Education.

The evaluation will be reviewed with President Birge on September 9<sup>th</sup> during his standing meeting with Chair Boodram.

There being no further business to come before the committee, the meeting was adjourned at 9:39 a.m.