

## THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held a Board Study Session Thursday, April 7, 2016, at 10:00 a.m. in the ATEC Masto Conference Center in Building 1800 on the Big Bend Community College campus.

### 1. Call to Order

Present: Stephen McFadden  
Anna Franz  
Jon Lane  
Juanita Richards

VP Kim Garza facilitated the board's discussion of the president's evaluation process. The trustees discussed the Carver Policy Governance model and how it prescribes the college's evaluation as the president's evaluation. BBCC has modified the Carver Policy Governance model's president's evaluation process and incorporated a section of individual performance into the process. The individual performance section of the evaluation is an opportunity for the trustees to provide encouragement and guidance to the president. The trustees provide the president with a letter based on the monitoring reports and the president's individual performance documenting his evaluation annually.

Board Policy (BP) 1000.4 Board-Staff Linkage needs to be revised to reflect the board's deviation from the Carver Policy Governance model. The individual performance portion of the evaluation is given in a formative way to help with improvements. This extra step allows the trustees to become aware of issues very early. President Leas stated each trustee represents the service district and visits with constituents in their respective areas.

The Carver Policy Governance model is a means of focusing the trustees at the policy level and minimizes the risk of micromanaging. Trustees felt the Carver Policy Governance model is too restrictive regarding the president's evaluation, and this modification of adding a performance component works well for BBCC. The trustees agreed to revise BP 1000 to reflect a different evaluation process. VP Garza discussed BP 1000.3 Executive Limitations. They are written negatively and state what the president may not do.

There is no expectation that changes to the process will occur for the current evaluation period. Changes may be incorporated for the 2016-17 evaluation period.

Trustee Franz stated commonality of evaluation criteria is needed to provide commonality of expectation. The process can still be flexible.

Trustee Anna Franz stated evaluative criteria needs to be identified. The trustees stated they receive adequate information from the Ends, monitoring reports, self-evaluation letter from the president, and observations. The 360° evaluation is not helpful because it is anonymous and not statistically accurate. The trustees discussed other options to give employees a voice in the evaluation process.

A sub-committee of two trustees could meet with stakeholder groups from the community, industry, students, and employees to gather feedback. Trustee McFadden suggested documenting the decision-making process and the evaluation process to inform future trustees. President Leas stated orientation of new board members is a good place to share and preserve the current atmosphere. Trustee Franz stated formalizing evaluation tools will provide clarity and discussing the process with Dr. Leas to ensure the revised process is helpful to the president. President Leas stated the current process has provided insights and largely affirms that he is doing a good job.

Trustee Jon Lane asked Dr. Leas about his work plan and goals. Dr. Leas develops his work plan and goals by aligning his objectives with the Ends, and he senses no gaps in the current process.

SM begin to develop evaluative criteria, with Kim's guidance to stay legal.  
Smaller committee of the board working with Terry?

The trustees agreed with eliminating the 360° evaluation tool from the president's evaluation and forming stakeholder groups to whom the trustees can gather feedback on the president.

The trustees agreed to form a sub-committee of Chair Stephen McFadden, Trustee Anna Franz, and VP Kim Garza, to work with the president to construct evaluative criteria. VP Garza stated part of redefining evaluative criteria includes clearly articulating their importance. This information will inform future trustees and presidents and increase their understanding of the foundation of the process. AAG Mirisa Bradbury will review the BP and suggest revisions to ensure consistency.

VP Garza shared that the BBCC leadership competencies may be helpful in identifying evaluative criteria. Trustee Franz stated the Ends and other policies will help develop the evaluative criteria.

Melinda will create a hard copy binder with the study session materials as a starting place and then continue to add to it for each Trustee, the AAG, President Leas, and VP Kim Garza.

President Leas complimented the trustees on accomplishing strategic and substantive work in a proactive manner.

Adjourn at 11:14 p.m.

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Stephen McFadden Chair

ATTEST:

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Terrence Leas, Secretary