



Massachusetts College of Liberal Arts
BOARD OF TRUSTEES EXECUTIVE COMMITTEE
Minutes of the Meeting of June 4, 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 Executive Committee Members present, Chair Boodram called the meeting to order at 8:00 a.m. and began discussion of the presidential evaluation process.

Trustee Burdick agreed to serve as Chair of the Presidential Evaluation Committee with Trustees present to serve as members of the Evaluation Committee.

Chair Boodram noted that he had shared via email President Birge's self-evaluation document, and reviewed the agreed upon assignments relative to the President's evaluation:

- 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

With regard to the committee's evaluation, the DHE is asking that data dashboards be included. As well, Chair Boodram stated his desire to include commentary about President Birge's style as a manager and his evaluation process used with his direct reports.

Clerk Lescarbeau will provide a copy of President Birge's prior year evaluation documents to members of the Evaluation Committee.

Trustees expressed interest in talking with the President's direct reports for additional information needed to assess specific goals. Chair Boodram will discuss this with President Birge to ensure the right contacts are made.

Trustees discussed student surveys that have been completed in the past and inquired if one had been conducted for AY21. Chair Boodram is unaware of the frequency of surveys, and stated the only one he is aware of is the national student engagement survey. He will speak with President Birge about this item as well.

Trustees discussed critical incidents that should be considered in completing the President's performance for AY21. Those items listed include leadership style and selection of direct reports, COVID-19 responsiveness and contingency planning, transparent communication, maintaining campus safety as priority, maintaining student centered perspective, managing through political unrest, student assault incident, and two campus crises unrelated to COVID.

Each Trustee agreed to consider the goal in the areas assigned to them and provide either draft in bullet or summary form to Trustee Burdick for compilation of a first draft. The Evaluation Committee will then convene in July for the first draft review and in August for completion of the President's final evaluation document.

There being no further business to come before the committee, the meeting was adjourned at 8:32 a.m. by Chair Boodram.