

**Presidential Performance Evaluation and Metrics Ad Hoc Committee  
Thursday, May 30, 2024  
Zoom Webinar  
Minutes**

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**Table of Contents**

Committee Meeting.....	1
I. Call to Order.....	1
II. Roll Call.....	1
III. Greeting .....	2
IV. Public Comment.....	2
V. Approval of Minutes.....	2
VI. New Business.....	2
A. Action Item.....	2
1. PPEM-1: President’s Self Evaluation and Presidential Goals.....	2
B. Information Items .....	3
1. INFO-1: 2023-2024 Presidential Evaluation Questionnaire .....	3
2. INFO-2: President’s Evaluation Timeline.....	3
VII. Announcements .....	3
VIII. Adjournment .....	3

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**Committee Meeting**

**2:00 p.m.**

The public was provided with information to join this virtual public meeting on the UWF Board of Trustees website.

**I. Call to Order**

A. The meeting of the UWF Board of Trustees Presidential Performance Evaluation and Metrics Ad Hoc Committee was called to order at 2:00 p.m. by Committee Chair Jill Singer.

**II. Roll Call**

A. Chair Singer asked Anna Lochas to conduct roll call. Trustees Jill Singer, Alonzie Scott, and Stephanie White were in attendance.

B. Others in attendance included:

1. Dr. Martha Saunders, President; Jamie Sprague, Chief Human Resource Officer; Anamarie Mixson, Assistant Vice President for the Office of the President; Christophe Lizen, Director of Institutional Research; Michael Wyatt, Assistant General Counsel; Brittany Sherwood, Chief Communications Officer; and Anna Lochas, BOT Liaison.

**III. Greeting**

- A. Chair Singer welcomed everyone to the meeting and stated that the committee had one action item and two information items to discuss.

**IV. Public Comment**

- A. Chair Singer opened the floor for public comment. There were none.

**V. Approval of Minutes**

- A. Chair Singer reminded the trustees that they had been given the opportunity ahead of time to review the minutes of the November 16, 2024, Presidential Performance Evaluation and Metrics Ad Hoc Committee Meeting. Chair Singer asked for a motion to approve the minutes as presented if there were no changes or corrections.
  1. Motion by: Trustee White
  2. Seconded by: Trustee Scott
  3. Motion passed unanimously.

**VI. New Business**

A. Action Item

1. PPEM-1: President's Self Evaluation and Presidential Goals
  - a. Chair Singer reviewed President Saunders' 2023-2024 Self-Evaluation with the Committee. Chair Singer asked President Saunders if she would like to comment. President Saunders recognized her Cabinet for their dedication in assisting her with her goals. President Saunders identified that UWF has enjoyed another strong year of growth. She further explained that all of her goals for the year have been or will be completed by the deadline. Chair Singer thanked President Saunders for her comments.
  - b. Chair Singer reviewed President Saunders' 2024-2025 goals with the committee. Chair Singer asked President Saunders if she had any comments. President Saunders stated that they have set some aggressive goals for the next three years, but she and her leadership team are confident in them.

- c. Chair Singer asked for motion to approve the Presidential Goals and Objectives as presented and recommend approval by the full Board of Trustees.
  - i. Motion by: Trustee White
  - ii. Seconded by: Trustee Scott
  - iii. Motion passed unanimously.

## B. Information Items

1. INFO-1: 2023-2024 Presidential Evaluation Questionnaire
  - a. Chair Singer informed that committee that they are scheduled to meet on Wednesday, June 12, 2024, to review and approve the 2023-2024 Presidential Evaluation. Chair Singer identified that a draft of the evaluation was provided in the agenda packet. Chair Singer asked that the committee review the draft evaluation and provide any feedback to Anna Lochas by Tuesday, June 4, 2024.
2. INFO-2: President's Evaluation Timeline
  - a. Chair Singer reviewed the Presidential Annual Performance Evaluation Timeline with the committee.

## VII. Announcements

- A. Chair Singer identified that all agenda items had been discussed. Chair Singer asked if the committee members had any additional business to discuss. No other business was discussed.

## VIII. Adjournment

**2:37 p.m.**

- A. Chair Singer thanked those in attendance for their participation. With no other business to discuss, Chair Singer adjourned the meeting at 2:37 p.m.