

**Presidential Performance Evaluation and Metrics Ad Hoc Committee  
August 13, 2024  
Zoom Webinar  
DRAFT Minutes**

---

**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: Approve Presidential Performance Evaluation Report..... 2

            2. PPEM-2: Approve the President’s 2025 Employment Agreement..... 3

    VII. Announcements ..... 3

    VIII. Adjournment..... 3

---

**Committee Meeting**

**11:33 a.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 11:33 a.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. Other Trustees in attendance included: Suzanne Lewis.

C. Others in attendance included:

1. Jamie Sprague, Chief Human Resource Officer; Anamarie Mixson, Assistant Vice President for the Office of the President; Susan Woolf, General Counsel; Howard Reddy, Vice President of University Advancement; 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 two action 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 June 12, 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 Lewis
3. Motion passed unanimously.

### **VI. New Business**

A. Action Item

1. PPEM-1: Approve Presidential Performance Evaluation Report
  - a. Chair Singer reviewed the 2023-2024 Presidential Evaluation Results with the Committee. The Committee discussed the evaluation results and Trustee comments. Chair Singer reviewed the SUS President Salary Analysis and President's Salary Calculation documents with the committee. Chair Signer presented the draft Presidential Performance Evaluation Report to the Committee.
  - b. Chair Singer asked for motion to approve the 2023-2024 Presidential Performance Evaluation Report with the recommended 20% one-time performance incentive payment and the recommended 3% increase to the President's base salary.
    - i. Motion by: Trustee White
    - ii. Seconded by: Trustee Scott

iii. Motion passed unanimously.

2. PPEM-2: Approve the President's 2025 Employment Agreement

- a. Chair Singer moved to the second action item which was to review and approve the President's 2025 Employment Agreement. Chair Singer reminded the Committee the Florida Board of Governors requires Presidential Employment Agreements be set for a one-year term.
- b. Chair Singer asked for motion to approve the President's 2025 Employment Agreement with the recommended changes as presented.
  - i. Motion by: Trustee Scott
  - ii. Seconded by: Trustee White
  - iii. Motion passed unanimously.

**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**

**12:13 p.m.**

- A. Chair Singer thanked those in attendance for their participation. With no other business to discuss, Chair Singer adjourned the meeting at 12:13 p.m.