



## EXECUTIVE COMMITTEE

October 7, 2021  
Roaden University Center, Room 282

**8:00 a.m.**

### AGENDA

- I. Call to Order
- II. Approval of Minutes of June 24, 2021
- III. President's Performance Evaluation
- IV. President's Compensation
- V. Comprehensive Review
- VI. Other Business
- VII. Adjournment



## **Executive Committee**

**June 24, 2021**

**Roaden University Center, Room 282**

**7:30 a.m.**

### **MINUTES**

#### **AGENDA ITEM 1—CALL TO ORDER AND ROLL CALL**

The Tennessee Tech Executive Committee met on June 24, 2021, in the Roaden University Center, Room 282. Chair Harper called the meeting to order at 7:35 a.m.

Chair Harper asked Lee Wray, Secretary, to call the roll. The following members were present:

- Tom Jones
- Teresa Vanhooser
- Trudy Harper

#### **AGENDA ITEM 2—APPROVAL OF MINUTES**

Mr. Jones moved to approve the March 11, 2021, and June 7, 2021, minutes. Ms. Vanhooser seconded the motion. With an opportunity for further discussion and there being none, Mr. Wray called a vote. The motion carried unanimously.

#### **AGENDA ITEM 3—COMMITTEE STRUCTURE**

Secretary Wray provided a report on committee structures of other LGI Board committees. He stated that all other university boards – except one -- have four committees; Austin Peay has five committees. Each of those boards all have separate Audit Committees and Austin Peay also has a Student Affairs Committee. The greatest difference was the number of members on each committee. Chair Harper asked President Oldham to ask Cabinet members if they felt there would be any advantage to having additional committees and to provide any feedback to her. Chair Harper stated she felt that Tennessee Tech's committee structure has worked well.

#### **AGENDA ITEM 4—NOMINATION OF CHAIR**

Mr. Jones nominated Chair Harper to continue as Board chair for another term from July 1, 2021, to June 30, 2023, and to send this to the full Board for confirmation. Ms. Vanhooser seconded the motion. With an opportunity for further discussion and there being none, Mr. Wray called a roll call vote. The motion carried 2-0. Chair Harper abstained.

#### **AGENDA ITEM 5—NOMINATION OF VICE CHAIR**

Mr. Jones nominated Vice Chair Vanhooser to continue as Board vice chair for another term from July 1, 2021, to June 30, 2023, and to send this to the full Board for confirmation. Chair Harper seconded the motion. With an opportunity for further discussion and there being none, Mr. Wray called a roll call vote. The motion carried 2-0. Vice Chair Vanhooser abstained.

#### **AGENDA ITEM 6—NOMINATION OF EXECUTIVE COMMITTEE MEMBER**

Vice Chair Vanhooser nominated Tom Jones to continue as the additional member of the Executive Committee for another term from July 1, 2021, to June 30, 2023, and to send this to the full Board for confirmation. Chair Harper seconded the motion. With an opportunity for further discussion and there being none, Mr. Wray called a roll call vote. The motion carried 2-0. Mr. Jones abstained.

#### **AGENDA ITEM 7—NOMINATION OF AUDIT COMMITTEE MEMBERS AND CHAIR**

Vice Chair Vanhooser nominated Mr. Stites, Mr. Lowery, and Mr. Lynn to serve as members of the Audit Committee with Mr. Stites serving as chair for another term from July 1, 2021, to June 30, 2023, and to send this to the full Board for confirmation. Mr. Jones seconded the motion. With an opportunity for further discussion and there being none, Mr. Wray called a roll call vote. The motion carried unanimously.

#### **AGENDA ITEM 8—ANNOUNCEMENT OF ACADEMIC & STUDENT AFFAIRS COMMITTEE MEMBERS AND CHAIR**

Chair Harper announced that once the new Chair was elected by the Board, she anticipated that Mr. Wilmore, Professor Allcott, and Ms. Rose would serve on the Academic and Student Affairs Committee for the next term from July 1, 2023, to June 30, 2023.

#### **AGENDA ITEM 9—PRESIDENT'S PERFORMANCE REVIEW FOR YEAR-END JUNE 30, 2021**

- A. Appointment of Executive Committee Representative

Chair Harper appointed Vice Chair Vanhooser to serve as the Executive Committee Representative (ECR) for the President’s Performance Review for Year-End June 30, 2021.

- B. Schedule for Completion of Performance Review Process
- C. Approval of Board Assessment Questionnaire
- D. Approval of Cabinet Assessment Questionnaire

Mr. Jones moved to approve the Schedule for Completion of Performance Review Process, the Board Assessment Questionnaire, and the Cabinet Assessment Questionnaire. Vice Chair Vanhooser seconded the motion. With an opportunity for further discussion and there being none, Mr. Wray called a roll call vote. The motion carried unanimously.

**AGENDA ITEM 10—OTHER BUSINESS**

There was no other business.

**AGENDA ITEM 11--ADJOURNMENT**

With there being no other business, Chair Harper adjourned the meeting at 8:01 a.m.

Approved,

---

Lee Wray, Board Secretary

DRAFT



## Agenda Item Summary

**Date:** October 7, 2021

**Agenda Item:** President's Performance Review for FY 20

**Review**

**Action**

**No action required**

---

**PRESENTERS:** Chair Harper

**PURPOSE & KEY POINTS:** The Executive Committee is responsible for organizing and conducting an annual performance review of the President. Vice-chair Vanhooser will report on the status of the President's performance review.

2021 TIMELINE FOR PRESIDENT'S EVALUATION

PLEASE NOTE THAT ALL DOCUMENTS RELATED TO EVALUATIONS ARE CONFIDENTIAL PURSUANT TO TENNESSEE CODE ANNOTATED SECTION 10-7-504(a)(26)

- June 24                      Quarterly Board meeting.
- June 28                      President's confidential self-assessment due to EC. President's Office will provide faculty evaluations to EC.
- June 28                      EC sends President's confidential self-assessment to Board members and requests their confidential assessments. EC also sends assessment survey to Cabinet members.
- July 12                      Board and Cabinet members' confidential assessments of President due to EC.
- By August 2                Executive Committee Representative ("ECR") completes a confidential summary of the assessments and confidentially shares with EC.
- By August 16              ECR meets with President to discuss combined assessments.
- By August 30              ECR drafts confidential evaluation based on combined assessments and meeting with President and sends confidential draft evaluation to President and Board.
- By September 13        Board members may provide additional confidential written comments, which the ECR may incorporate into the final confidential written evaluation.
- By September 27        ECR gives the final confidential written evaluation to President and Board.
- October 7                    Quarterly Board meeting



## Agenda Item Summary

**Date:** October 7, 2021

**Agenda Item:** President's Compensation

**Review**

**Action**

**No action required**

---

**PRESENTERS:** Chair Harper

**PURPOSE & KEY POINTS:** At the conclusion of the President's evaluation, the Executive Committee is responsible for making a recommendation to the Board on the President's compensation.



## Agenda Item Summary

**Date:** October 7, 2021

**Agenda Item:** Comprehensive Review

Review

Action

No action required

---

**PRESENTERS:** Chair Harper

**PURPOSE & KEY POINTS:** Per procedures, it is the year for the Executive Committee to consider a comprehensive review of the President's performance.