

**Tennessee State University Board of Trustees
Executive Committee Meeting. September 20, 2018
Tennessee State University – Main Campus – McWherter Administration Building,
President’s Conference Room – 3500 John A. Merritt Blvd., Nashville, Tennessee**

MINUTES

Executive Board Members Present: Trustees Joseph Walker, III, Deborah Cole, and Pam Martin.

Other Board Members Present: Trustees Steve Corbeil, Bill Freeman, Edith Peterson Mitchell, Ali Sekmen, and Braxton Simpson.

University Staff Present: President Glenda Glover, University Counsel and Board Secretary, and Mr. Laurence Pendleton.

I. CALL TO ORDER

Chair Walker called the meeting to order at 11:30 p.m. He then proceeded to the second item on the agenda.

II. ROLL CALL/DECLARATION OF A QUORUM

Chair Walker asked the Board Secretary, Mr. Laurence Pendleton, to call the roll. The following Executive Committee Trustees were noted as present: Trustees Walker, Cole and Martin.

Secretary Pendleton announced the presence of a quorum.

III. APPROVAL OF THE JUNE 21, 2018 EXECUTIVE COMMITTEE MEETING MINUTES

Chair Walker introduced the first order of business — the approval of the June 21, 2018, Executive Committee meeting minutes. Chair Walker informed the Committee that the minutes for the Executive Committee’s June 21, 2018, meeting were included in the Board materials for the September 20, 2018, Board meeting.

Chair Walker moved to recommend to the full Board the approval of the June 21, 2018, Executive Committee meeting minutes, as contained in the Board materials for the September 20, 2018, Board meeting. Trustee Cole seconded the motion. With there being no discussion, Chair Walker called for a vote. The motion carried unanimously.

IV. APPROVAL OF THE AUGUST 15, 2018 EXECUTIVE COMMITTEE MEETING MINUTES

Chair Walker introduced the second order of business — the approval of the August 15, 2018, Executive Committee meeting minutes. Chair Walker informed the Committee that the minutes

for the Executive Committee’s August 15, 2018, meeting were included in the Board materials for the September 20, 2018, Board meeting.

Chair Walker moved to recommend to the full Board the approval of the August 15, 2018, Executive Committee meeting minutes, as contained in the Board materials for the September 20, 2018, Board meeting. Trustee Martin seconded the motion. With there being no discussion, Chair Walker called for a vote. The motion carried unanimously.

V. APPROVAL OF AN AMENDMENT TO BOARD POLICY 002: COMMITTEES OF THE BOARD POLICY

Chair Walker introduced the next order of business—the approval of an amendment to Board Policy 002: Committees of the Board Policy. Chair Walker asked Secretary Pendleton to address this agenda item.

Secretary Pendleton noted that pursuant to the FOCUS Act, all policies of the Tennessee Board of Regents are deemed to be the policies of the state university board and their respective institutions, unless the Board or institution revises or rescinds a particular policy. He further noted that under the TSU grievance policy authorizes appeals of the President’s decision under applicable circumstances. The TBR appeals policy authorizes individuals to submit a petition seeking a review of the President’s grievance decision. The TBR appeals policy provides that an appropriate standing committee of the Board shall review a petition for appeal and determine whether to grant the petition. The TBR appeals policy does not specify the “appropriate standing committee” to review the petition.

Secretary Pendleton commented that the proposed amendment to the Committees of the Board policy specifies that the Executive Committee shall be deemed the appropriate standing committee to review a petition to appeal the President’s grievance decision to the Board. The amendment also authorizes the Board Chair, as Chair of the Executive Committee, to assign the petition to a member of the Executive Committee for review and a determination as to whether to grant the petition, taking into consideration the factors reflected in the TBR appeals policy.

Chair Walker asked President Glover if she had any comments on the proposed policy. President Glover indicated that she had no comments.

Chair Walker moved for the Executive Committee to recommend to the full Board the approval of an amendment to Board Policy 002: Committees of the Board Policy, as contained in the materials for the September 20, 2018, Board meeting. Trustee Cole seconded the motion. Chair Walker called for a vote. The motion carried unanimously.

VI. APPROVAL OF BOARD POLICY 005: BOARD SELF-ASSESSMENT AND TRUSTEE ORIENTATION POLICY

Chair Walker moved to the next agenda item – approval of Board Policy 005: Board Self-Assessment and Trustee Orientation Policy. Chair Walker asked Secretary Pendleton to address this agenda item.

Secretary Pendleton noted that Tennessee State University's accrediting body, the Southern Association of Colleges and Schools Commission on Colleges ("SACSCOC"), requires that TSU's governing board conduct regular self-assessments to evaluate board effectiveness. The proposed policy, in part, establishes the mechanism by which the Board shall conduct a self-assessment of its performance as a governing body.

Secretary Pendleton also noted that with the potential appointment of new Trustees next year, the proposed policy establishes a Trustee orientation policy and program for ensuring that new Trustees are appropriately oriented to the institution's mission and operations, and Board policies and applicable laws governing their role as trustees.

Chair Walker asked President Glover if she had any comments on the proposed policy. President Glover indicated that she had no comments.

Chair Walker moved for the Executive Committee to recommend to the full Board the approval of Board Policy 005: Board Self-Assessment and Trustee Orientation Policy, as contained in the materials for the September 20, 2018, Board meeting. Trustee Martin seconded the motion. Chair Walker called for a vote. The motion carried unanimously.

VIII. UPDATE ON STATUS OF PRESIDENT'S ANNUAL PERFORMANCE REVIEW

Chair Walker stated that the Executive Committee met on August 15, 2018, to develop action items and a timeline for the completion of the President's Annual Performance review. At the meeting, he charged Vice Chair Cole with leading and coordinating the performance review process on behalf of the Executive Committee, including the solicitation of confidential feedback on President Glover's confidential self-assessment, meeting with President Glover, and ultimately creating a performance review document.

Chair Walker asked Vice Chair Cole to provide an update on the status of the performance review process. Vice Chair Cole noted that she submitted the President's confidential self-assessment to the Board and selected invitees on August 17, 2018, and asked for the Board and invitees to submit written feedback on the President's confidential written self-assessment by August 27, 2018. Vice Chair Cole commented that she had received most of the feedback solicited. She also noted that Chair Walker had granted her request for an extension of time beyond the September 30, 2018, deadline to complete the administering of the performance evaluation review.

Chair Walker thanked Vice Chair Cole for her hard work on administering the annual performance review process.

IX. ADJOURNMENT

Chair Walker opened the floor for any additional business. After seeing none, Chair Walker moved for adjournment. Trustee Martin seconded the motion.

With there being no discussion, Chair Walker called for a vote. The motion carried unanimously. Chair Walker adjourned the meeting at 12:05 p.m.