

**Tennessee State University Board of Trustees
Executive Committee Meeting- November 16, 2017
Tennessee State University – Main Campus – McWherter Administration Building,
President’s Conference Room – 3500 John A. Merritt Blvd., Nashville, Tennessee**

MINUTES

Executive Board Members Present: Dr. Joseph W. Walker, III, Dr. Deborah Cole, and Ms. Pam Martin.

Other Board Members Present: Dr. Edith Peterson Mitchell, Mr. Stephen Corbeil, Mr. William Freeman, Dr. Richard Lewis, and Dr. Ali Sekmen.

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

I. CALL TO ORDER

Chairman Walker called the meeting to order at 11:15 a.m. He then proceeded to the second item on the agenda.

II. ROLL CALL/DECLARATION OF A QUORUM

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

Secretary Pendleton announced the presence of a quorum.

III. APPROVAL OF AUGUST 17, 2017, EXECUTIVE COMMITTEE MEETING MINUTES

Chairman Walker introduced the first order of business — the approval of the August 17, 2017, Executive Committee meeting minutes. Trustee Walker informed the Board of the minutes for the Executive Committee’s August 17, 2017, meeting was included in their review in the Board materials for the November 16, 2017, Board meeting.

Trustee Cole moved to recommend to the full Board the approval of the August 17, 2017, Executive Committee minutes, as contained in the Board materials for the November 16, 2017, Board meeting. Trustee Martin seconded the motion. With there being no discussion, Chairman Walker called for a vote. Secretary Pendleton called the roll. The motion carried unanimously.

IV. ADOPTION OF BOARD EXECUTIVE COMMITTEE PROCEDURES GOVERNING THE PRESIDENT'S ANNUAL PERFORMANCE REVIEW

Chairman Walker introduced the second order of business—the adoption Board Procedures/Process governing the President's Annual Performance Review. He noted that the proposed procedures were included in the Board materials for the November 16, 2017, Board meeting.

Chairman Walker shared that pursuant to Board Policy No. 004, the Board shall evaluate the President's job performance on an annual basis. He stated that under Policy No. 004, the Board has delegated to the Executive Committee the authority to organize and conduct an annual performance review of the President, in accordance with procedures adopted by the Executive Committee.

Chairman Walker further stated that at the August 17, 2017, Executive Committee meeting, the Executive Committee reviewed and discussed the Executive Committee procedures governing the President's annual performance review. He also noted that he discussed the procedures as part of the Executive Committee report at the August 17th Board meeting.

Chairman Walker advised in accordance with Board Policy 004, the Executive Committee now seeks the Board's adoption of the Executive Committee Procedures governing the President's Annual Performance Review, as contained in the November 16, 2017, board materials.

Chairman Walker yielded the floor to President Glover for comments. President Glover had no comments. Secretary Pendleton reiterated that the procedures had been reviewed and discussed by the Executive Committee at its November 16, 2017, Board meeting.

Trustee Cole then moved to approve to recommend to the full board, the adoption of the Executive Committee's procedures governing the President's annual performance review as contained in the November 16, 2017, Board meeting materials. Trustee Martin seconded the motion. Chairman Walker called for a vote. Secretary Pendleton called the roll. The motion carried unanimously.

V. DISCUSSION OF PRESIDENTIAL COMPENSATION REVIEW PLAN

Chairman Walker moved to the next agenda item – a discussion of the Presidential Compensation Review. Chairman Walker informed the Board that the materials for the agenda item were included in the materials for the November 16, 2017, Board Meeting.

Chairman Walker shared that as the governing body charged with personal authority directly involving the University, the Tennessee State University Board of Trustees should ensure that it can attract and retain an outstanding chief executive officer by providing competitive base compensation. He further commented that the Board should seek to determine the competitiveness of the President's current salary and compensation package by conducting a review of the President's salary and compensation package in comparison to the other President at peer institutions.

Chairman Walker yielded the floor to President Glover and her designee to provide pertinent information related to the agenda item. Secretary Pendleton discussed the compensation review plan and noted the information gathered would be provided to the Executive Committee at its next meeting.

Chairman Walker then indicated there was no vote required, as this was an informational discussion item.

With there being no discussion, Chairman Walker moved to the next agenda item.

VI. ADJOURNMENT

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

With there being no discussion, Chairman Walker called for a vote. The motion carried unanimously. Chairman Walker adjourned the meeting at 11:48 a.m.