

Minutes
Board of Trustees' Workshop
February 15, 2011, 3:00 p.m.

Present:

Sandy Sims, Chair
Brian Pennington, Vice Chair
Paul Foster
Marijo Strauss
Wes Wilkerson
Teena Wells
Joseph Lorenz, Board Attorney
Ty Handy, President

Others present: Sylvia Bryan, Director of Marketing and Public Relations; Woody Mann, Technology Support Specialist; Ed Livingston, Media Services Manager; and, Carolyne Laux, Executive Assistant to the President

Call to Order Sandy Sims

Review of Evaluation of President Instrument

The trustees expressed their appreciation to Mr. Foster for his work on development to the revised evaluation instrument.

In review of the instrument, itself, the trustees want to reverse the ratings to go from (1) low to (4) high – left to right and to add a category of Poor (1) and an N/A column.

An addition to #9 to "E. Leadership" which reads: "Maintains appropriate work/life balance."

An addition of a section "H. Annual Objectives" and list the objectives for the reporting year.

The trustees reviewed the evaluation of the President instrument and process/timelines for the evaluation to take place.

- The evaluation instrument will be placed under Discussion Items on the March Board meeting for further discussion, if needed. The evaluation instrument will be provided to each trustee at the April Board meeting with an pre-addressed envelope for trustees to return their responses to the board chair by May 1, 2011 for compilation and the summary presentation to the Board on May 17, 2011, along with a copy of the letter from the Chair to the Division of Community Colleges summarizing the evaluation to the Board.

- Dr. Handy will give a report on the 2010-11 Goals at the April 15, 2011 board meeting.
- Dr. Handy will present his goals for 2011-12 at the June board meeting.
- Ms. Sims will meet with Dr. Handy in June to go over the evaluation from the trustees.

Review of Proposed Bylaws for the Board of Trustees

The trustees discussed the idea of having Bylaws for the Board of Trustees. Mr. Lorenz advised that he thought we really did not need the document since the Board is already guided by Florida Statutes and Board of Education Rules.

Dr. Handy spoke about a Trustee Handbook was developed to provide each trustee guidelines when they became a trustee. He indicated a lot of the language in the Bylaws emanated from the handbook with some changes.

The Trustees asked that the Trustee Handbook be placed on the March Board meeting under Discussion Items. Once the handbook is updated, that it would be reviewed, annually.

The meeting adjourned at 4:15 p.m.

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