

## Presidential Assessment Policy

### BACKGROUND

Under ORS 352.096, the Board of Trustees is charged with the supervision of the President. In May 2015, the Board adopted a presidential assessment policy based on national best practices.

The General Counsel's Office recently identified two Oregon appellate cases<sup>1</sup> decided in the last year that necessitated a review of the policy. These two cases have interpreted the public meetings law in a way that the role of Board Officers in several sections of the policy would be deemed a "committee" of the Board even where there is no "quorum" explicitly required for this committee to act. For example, the two officers:

- Determine whether a comprehensive assessment will occur more frequently than once every five years and the elements of the comprehensive assessment (policy sections IV.B. and VI.);
- Meet with the President to "agree upon goals for the next year" (policy section V.B.); and
- Develop a Board Officers' Report to "establish the President's goals for the next year" and provide "associated recommendations" (policy sections IV.A., V.C., V.D.).

### PROPOSED AMENDMENTS

There are several options for addressing these recent interpretations. As discussed at the May 23, 2017 Executive & Audit Committee meeting, the simplest approach would be to identify the Board Chair, rather than the Board Officers, in all areas related to recommendations, goal setting, and reporting as shown in red text and strikethrough in the resolution and amended policy in Attachment 1. The proposed amendments would be consistent with these court cases.

The Committee also recommended the addition of language under section V.B., indicating that the Chair may identify a designee to assist in soliciting input for the President's evaluation.

### RECOMMENDATION

The Executive & Audit Committee recommends to the Board that it adopt the resolution amending the Presidential Assessment Policy as provided in Attachment 1.

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<sup>1</sup> See *Hardy v. Lane County*, 274 Or. App. 644 (2015), *affirmed in part and reversed in part on other grounds*, 360 Or. 605 (2016); *Trimet v. ATU Local 757*, 276 Or. App. 513 (2016).





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## Oregon State University Presidential Assessment Policy

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### I. Policy

The Board of Trustees of Oregon State University (the “Board”) will review the performance of the President annually. In addition, the Board will conduct comprehensive performance assessments at intervals set forth in this policy.

### II. Purpose

The purpose of the Presidential Assessment is to provide the President with regular support and feedback on performance by identifying areas of strength and opportunities for further professional development. The assessment process also provides the Board an opportunity to reflect on the health of the university and the leadership demonstrated by the President. Finally, a formal process meets the needs of the Board to ensure the public that it is meeting accountability expectations.

### III. Guiding Principles

The Board will use the following principles to guide its implementation of this policy:

- A. Informing and guiding successful leadership is a core principle of the assessment.
- B. The assessment is founded on the Board’s commitment to shared governance.
- C. The assessment will be conducted in a manner that fosters a trusting relationship with the President and supports his/her development.
- D. The assessment is an integral element in a forward-looking and continuous conversation about the strategic position of the university and the work of the President.

### IV. Process

The assessment process has two distinct elements:

- A. An Annual Assessment based on the President’s Self-Assessment Report and on progress toward and achievement of goals adopted by the Board and aligned with the university’s Strategic Plan. The Annual Assessment will be completed each year when the Board ~~Chair-Officers~~ completes his/her ~~their~~ report and no later than September 30 (see section V.C. “Board ~~Chair’s-Officers~~ Report”).
- B. A periodic Comprehensive Assessment based on the President’s Self-Assessment Report, all previous annual reviews since the last comprehensive assessment, and progress toward achievement of the university’s Strategic Plan. The Comprehensive

Assessment will include input of individuals and groups from both within the university community and beyond the university. It may also include the assistance of an external consultant.

The Comprehensive Assessment will be completed by September 30 at least once every five years of the President's tenure or more often, at the discretion of the Board **Chair Officers**. In the year a Comprehensive Assessment is conducted, it will replace the Annual Assessment.

## V. Annual Assessment

The Annual Assessment will include the following:

### A. President's Self-Assessment Report

The President will complete a Self-Assessment Report that addresses the State of the University and the President's stewardship. The report will be due to the Board on the date specified by the Chair and will be based on information available at the time of the assessment.

The report will include the following:

1. Progress on meeting previously established goals, including any relevant data;
2. An assessment of the university's advancement of goals outlined in the Strategic Plan;
3. An assessment of the overall academic quality of the university;
4. An assessment of the financial status of the university;
5. An assessment of the challenges and opportunities facing the university;
6. An assessment of the President's relationships with the Board, Board Officers, university leadership, and other key stakeholders;
7. The identification of any professional development the President wishes to pursue; and
8. Goals the President proposes for him/herself over the course of the next year.

### B. Review of the President's Report

The Board **Chair-Officers** will review and evaluate the President's Self-Assessment Report. The **Board Chair or his/her designee Officers** will solicit input from Trustees, Associated Students of Oregon State University, Associated Students of Cascades Campus, Faculty Senate, staff, and others, as appropriate, as **they she/he** conducts their evaluation. The Board **Chair-Officers** will meet with the President to discuss the evaluation and to agree upon goals for the next year.

### C. Board **Chair's Officers'** Report and Criteria for Assessment

The Board **Chair-Officers** will prepare a Board **Chair's Officers'** Report that provides the results of the evaluation, any associated recommendations, and the proposed goals for the next year. Recommendations may include consideration of presidential compensation. The criteria for the evaluation will be based principally on goals mutually set by the Board and President for the year in review. The Board **Chair's Officers'** Report

will be completed by September 30 annually and presented to the Board at the first regular meeting of the Board following completion of the report.

D. Establishment of Goals and Criteria

The Board ~~Chair's Officers'~~ Report, upon acceptance by the Board, will establish and memorialize in writing the President's goals for the next year. To the extent possible, these goals should be measurable and relate to the Strategic Plan.

**VI. Comprehensive Assessment**

The Comprehensive Assessment will include the elements outlined in Section V (Annual Assessment) of this policy. Prior to commencing a Comprehensive Assessment ~~and in consultation with the Board~~, the Board ~~Chair-Officers~~ will identify the methods by which input from individuals and groups will be gathered; ~~They will also~~ determine the role of, and appoint an external consultant, if utilized; ~~and. The Board Officers will~~ specify any additional elements to be included in the President's Self-Assessment Report. ~~This work will be conducted in consultation with the Board prior to commencing the assessment.~~

**VII. Confidentiality**

Oregon law governs the confidentiality of personnel records. Evaluative information will be received and maintained in a manner that is consistent with the personnel records standards outlined in ORS 351.065, University policies, and the Oregon Public Records Law.

**Document History**

- Adopted by the Board of Trustees on May 29, 2015