Pennsylvania’s STATE SYSTEM of Higher Education

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Governing Roles and Responsibilities: Presidential Selection and Evaluation

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Presidential Selection

- After **consultation** with the Council of Trustees, the chancellor will initiate the search

- The **chairperson** of the Council will appoint a search committee:
  - 3 trustees
  - University executive
  - 2 faculty (one by election, one by APSCUF*)
  - 2 non-instructional persons (one selected by union leadership*, one by council)
  - 1 student (selected by student government*)
  - 1 alumna/us (selected by alumni association*)
  - Up to 3 others for balance
  - 1 current or former president (non-voting)

* Alternates
Role of the Search Committee Chair

- Recommended that the search committee chair is **not** the chairperson of the Council of Trustees
- Select presidential search consultant
- Undertake a university needs assessment
- Manage the search process including communications
- Ensure confidentiality
Role of the Office of the Chancellor Liaison

- Non-voting member of the search committee
- Assist in the identification of members for the search committee
- Serve as liaison among the search committee, the search consultant, chancellor and the Board
- Manage background checks
- Ensure smooth pathway to Board interviews and decisions
- Troubleshooting!
Council Recommends/Board Acts

- Search committee recommends two candidates to the Council of Trustees
- Council submits two candidates to the chancellor for consideration by the Board
- Board interviews the two candidates with the full participation of the Council chairperson and the Search Committee Chair
- At the conclusion of the interviews and deliberations, the chancellor negotiates with the leading candidate
- Board meeting called to take formal action on the appointment
Other items...

- Professional service fee (usually one-third of the annual salary of the president) imposed by the search consultant is paid from the System Reserve
- An acting or interim university president shall notify the search committee of his or her interest in seeking the presidency at the time the position is publically announced
- A System Standard/Procedure is under development to define reimbursable presidential search expenses
Presidential Evaluation

Council of Trustees is to evaluate the president in accordance with procedures established by the Board.

Council of Trustees then forwards the results of the evaluation with a recommendation to the chancellor for submission to the Board.
Presidential Evaluation Roles

Two Types of Presidential Evaluations

1. Annual
2. Triennial

Board Policy 2002-03-A: Evaluating Presidents
(Amendments effective July 1, 2015)

The University Council of Trustees Evaluation Committee—Each year, the chair of the Council of Trustees will appoint a committee of at least three members for the purpose of administering the Council of Trustees evaluation procedures described in this policy and Act 188 of 1982.
Presidential Evaluations: Professional and Leadership Development

- Annually, the chancellor and the Council of Trustees’ chair will develop a professional development plan with the president.
- Each president will meet with the chancellor, the Council of Trustees’ chair, and the chair of the evaluation committee to plan for the upcoming performance year and review the results of the current year’s performance evaluation.
- The chair of the evaluation committee, after sharing the results of the review with the president, will communicate the results to trustees and subsequently to constituencies through an executive summary posted on the university’s website.
Annual Presidential Evaluation:

Evaluation Committee Tasks

The committee will work in collaboration with the Office of the Chancellor to complete the following tasks:

- An assessment of the president’s performance of the defined duties and responsibilities.
- An assessment of the achievement of goals and objectives that were agreed upon by the chancellor, the Council of Trustees’ chair, and the president at the beginning of the evaluation period.
- A review of university performance results provided by the chancellor.
Annual Presidential Evaluation: Evaluation Results

- Constituency interviews are NOT part of the annual evaluation; however, it is expected that the trustees’ ongoing engagement of university constituencies in matters of importance to the university will inform the evaluation process.

- The results of this evaluation are submitted to the Board of Governors, with the chancellor’s assessment, for review and action by the Board.

- At the conclusion of the process, the president shall receive the annual evaluation in writing from the chancellor and Council of Trustees’ chair.

- The Council of Trustees’ chair disseminates the outcome of the evaluation to university constituents, including students and employees, after sharing it with the president.
Triennial Presidential Evaluation

- The goal is to ensure that continuing and substantial progress toward the achievement of goals over a three year period, along with systematic input from constituencies.
- This evaluation is conducted every third year by the university Council of Trustees.
  - Led by a committee similar to the annual evaluation committee.
  - The chancellor, in consultation with the president and Council of Trustees’ chair, identifies a consultant with expertise in presidential and university leadership to assist the committee.
  - The evaluation includes formal, systematic input from university constituencies.
Presidential Evaluations:

*Evaluation Report for Board Review*

A complete evaluation report will include:

- Annual university performance results.
- Chancellor’s assessment of the president’s performance.
- Council of Trustees’ evaluation committee report of the president’s performance.
- President’s self-evaluation.

The Board of Governors will review the completed evaluations of presidents in making its decisions regarding the extension of presidents’ employment agreements and determining compensation.
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