

- A. Addition of language that the Board and President would make their best efforts to comply with the Annual Evaluation timeline provided.
- B. Addition of progress toward goals and strategic initiatives to areas already identified in
 - Assessment and the final evaluation
 - Assessment should include statements regarding future goals for the University and an evaluation on performance with respect for criteria established for the University, including progress toward goals and strategic initiatives.
- C. Surveys for presidential evaluation will not be sent to the various constituency groups Faculty Senate, Staff Congress and Student Government Association but the most recent available assessments from each of these bodies (if conducted) would be made available to Board members to be utilized prior to their completion of the survey instrument. Other pertinent materials and information may also be used by Regents in

Self-Assessment would be due 90 days before the Spring Quarterly Meeting (approximately February 28). The Board Chair and Vice Chair would then distribute the
 -Assessment, along with any materials provided by the constituency bodies, to the full Board to be utilized as they complete the assessment instrument, also within the 90-day timeframe.

- D. Language was strengthened relative to survey responses remaining anonymous, including using an electronic service. Various electronic survey methods were researched and the results were shared with the Ad Hoc Committee. These included utilizing Survey Monkey with an Information Technology staff member serving as principal administrator and, if deemed necessary, this individual could sign a confidentiality agreement. This service can be provided at no or minimal cost. Any electronic survey instrument utilized will require an administrator. The Kentucky Council on Postsecondary Education also offers a service utilizing Survey Monkey at no or minimal cost. The third option would be utilizing the Diligent Evaluation Tool software which has a significant annual subscription cost. The Ad Hoc Committee reached agreement that Chair Crigler and Secretary Hunt would research this option further to determine the difference between what is offered by Diligent and utilizing Survey Monkey internally and perhaps secure a mock-up of the product Diligent could provide. Confirmation was provided that the Board will design the instrument to be utilized regardless of how it is administered. Peter Terry, Assistant Director of Academic Application Solutions, reported that the University already owns Survey Monkey and confidentiality is assured as part of what Information Technology staff do. Willem Mathis, Systems Administrator, typically creates the surveys based on information provided and this service is already provided on campus free-of-charge. It is impossible for staff not to have access to the responses but as part of the code of ethics they do not look at survey responses. It was suggested that the information would be more secure if it remained within the campus system.
- E. Approximately 45 days prior to the Spring Quarterly Meeting (April 15) the Chair and Vice Chair would make available to the Board all anonymous member responses to the evaluation of the President instrument in aggregate with no identifying information. General Counsel Miller reminded the Ad Hoc Committee that this represents a new step for the Board. When compiling survey results in the aggregate and creating such a document, a request for the document made under Open Records Request law is more likely to be successful (and become public) than requests for individual survey responses. It was indicated that the aggregation of this data is intended to be preliminary in nature to be utilized in preparation of the final report. Preliminary data is not discoverable under Open Records law. Mr. Miller indicated the Kentucky Attorney General has ruled that private evaluations are always private, except for the Chief Executive Officer of an organization. That individu
 information for a number of years. The background documents utilized to compile the final report could come into question. The Attorney General has opined that individuals who complete surveys to evaluate an individual are typically confidential because if they were not it would frustrate the purpose of undertaking a thorough and honest evaluation. What is currently being discussed represents a new document that could be treated differently than an individual survey response and the information could be discoverable. The Attorney General or a court could find that confidentiality is no longer a driving factor because the responses have been aggregated. It was also indicated that all responses to open-ended questions have sometimes been provided to the Board while on

other occasions not all responses were provided. In this case, the responses were paraphrased and important information was lost in translation. Confirmation was provided that all in

Government Association will submit its advice and recommendations to the Board of Regents through the Student Regent), 5) Staff (Executive Committee of the Staff Congress will submit its advice and recommendations to the Board of Regents through the Staff Regent), 6) Alumni (President of the Alumni Association will submit the advice and recommendations of the Association as determined by the Executive Committee through the Chair and Vice Chair of the Board of Regents), 7) Secondary Education Leadership (Chair and Vice Chair of the Board or proxies solicit advice and recommendations from school Superintendents and high school Principals in the 18county service region and other educational personnel deemed strategic to the University) and 8) Government (Chair and Vice Chair or proxies solicit advice and

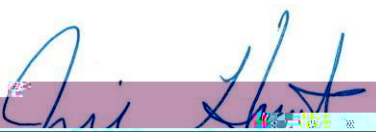
that will be used and the questions to be asked. The product that Diligent offers in terms of an evaluation tool will also be researched further.

Adjournment

Chair Crigler solicited a motion for the Board of Regents Ad Hoc Presidential Evaluation Process Review Committee to adjourn. Mrs. Rudolph so moved, seconded by Dr. Tharpe, and the motion carried. Adjournment was at 11:40 a.m.



Eric Crigler
Chair – Ad Hoc Presidential Evaluation
Process Review Committee



Jill Hunt
Secretary – Board of Regents

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