

Delta College
Board of Trustees Special Meeting – Evaluation and Compensation Committee
Delta College Board Room B-151
Friday, May 9, 2025
8:30 am

Board Committee Members Present D. Middleton, M. Wood

Other Board Members Present None

Others Present T. Brown, M. Gavin, K. Schuler

Press Present None

Call to Order Committee Chair, D. Middleton called the meeting to order at 8:31 am.

Approval of Agenda M. Wood made a motion to approve the agenda. D. Middleton seconded the motion.
Motion passed unanimously.

Public Comment Committee Chair, D. Middleton called for public comment.

Discussion of President's Evaluation Process for the 2024-2025 Academic Year Committee Chair, D. Middleton distributed a draft timeline. The entire process needs to be completed by July 1, 2025. The President's compensation would be acted on at the June 10, 2025, regular meeting. Prior to that a meeting of the Evaluation and Compensation Committee would happen to develop a compensation recommendation. There would also be a special meeting of the full board to conduct the president's evaluation. At the end of May, the evaluation would be open for the trustees to complete. Prior to that Dr. Gavin would update his goals with year-end accomplishments and provide a self-reflection. Next week is the regular board meeting where D. Middleton will provide an update to the full board on the process and timeline for the President's evaluation.

The committee worked through the timeline making some adjustments. The evaluation will open on Wednesday, May 14 and close on Friday, May 23. The special meeting of the full board to conduct the President's Evaluation will take place during the week of either May 27 or June 2. The Evaluation and Compensation Committee will meet on June 9, and the regular board meeting will take place on June 10.

The committee then reviewed the evaluation instrument. The evaluation tool will include M. Gavin's self-reflection, each goal with updates as well as the assessment instrument. It will be conducted through SurveyMonkey. No changes were suggested.

M. Wood made a motion to accept the instrument with updates to Dr. Gavin's goals and accomplishment as well as the timeline. D. Middleton seconded the motion.

The motion passed unanimously.

Trustee Comments M. Wood said he is glad to be part of the process.

Chair Comments D. Middleton thanked everyone for being here. She then thanked Talisa for all her work in gathering the materials for the evaluation, Dr. Gavin for providing the background information, and Kay for the coordination of the meetings.

Adjournment There being no further business, Committee Chair, D. Middleton adjourned the meeting at 8:50 am.

Talisa Brown, Assistant Board Secretary