



**MASSACHUSETTS BAY COMMUNITY COLLEGE
PRESIDENTIAL EVALUATION MEETING
MAY 7, 2025
9:00 AM
by Webex and Facebook livestream
MINUTES**

Trustees Present: Alfonso Hidalgo, Sandy Lish (Chair), Ilissa Povich, Diane Schmalensee

Staff Present: Karen Britton, Executive Director and Liaison to the Board; Henry Lopez, Director of User End Services; Julie Rowlings, Special Assistant to the President

CALL TO ORDER

Establishment of Quorum and Introductions

Trustee Schmalensee called the meeting to order and declared that a quorum was present.

OVERVIEW OF 2024 AND 2025 PRESIDENTIAL EVALUATION PROCESSES

2024 Presidential Evaluation

Trustee Schmalensee reported that last year's evaluation is included in the binder as a reference. She reviewed the process that has been followed for several years. It was noted that the Department of Higher Education is using MassBay's process and evaluation as a model for the other community colleges, thanks to Trustee Schmalensee's excellent work in particular with the surveys. The 2023/2024 evaluation begins with a letter from former Chair Schmalensee and Committee Chair Lish with key data and highlights of President Podell's year, as well as the highest recommendation for the highest possible increase, which President Podell has always received. Chair Povich may decide to revise this year's letter somewhat. Trustee Hidalgo offered to help with this, if needed.

FY25 Presidential Evaluation Memorandum

The Committee discussed the guidelines Commissioner Santiago outlined in his memo about the 2024/2025

evaluation guidelines. The state's priorities have changed for this year. The Commissioner is looking for three examples related to Affordability & Access, Innovation, and Student Success that have gone well. MassBay will also continue to ask about President Podell's Leadership, Communication Skills, and Sustainability, as in previous years. In terms of the external constituencies surveyed, President Podell always reviews and edits this particular list, and the names and numbers of people surveyed is updated each year. The surveys to the students and department chairs and coordinators are ready and will be sent today, in order to get responses by the end of the semester. The surveys to the other groups – Trustees, AFSCME, direct reports, Deans, external constituencies - will be sent a few weeks later. In terms of overall response rate and results, there has not been a major fluctuation from year to year.

During the summer, committee members will work on analyzing the survey results, writing the letter to the Commissioner, and collecting materials to be included in the final evaluation. Assistant Dean Gildae will forward the Dashboard data, and President Podell will send his self-evaluation. The committee will meet once more to review the full evaluation and vote on its recommendation to the Board of Trustees for its vote on President Podell's 2024/2025 increase, which takes place at the September meeting. The deadline for submission is September 30.

ADJOURNMENT

MOTION: Trustee Hidalgo moved to adjourn the meeting, and Trustee Povich seconded the motion.

The motion passed via the following roll call vote: Trustee Hidalgo – YES; Trustee Lish – YES; Trustee Povich – YES; Trustee Schmalensee – YES

The meeting adjourned at 9:30 am.

 2/27/26

Sandy Lish, Trustee