

# **MINUTES**

CPE Executive Committee

**April 28, 2011**



# AGENDA

Council on Postsecondary Education

## **Executive Committee Meeting**

Thursday, April 28, 2011

8:00 a.m., EDT

Regional Postsecondary Center (RPC), Room 108

Elizabethtown Community and Technical College, Elizabethtown, Kentucky

1. Roll Call
2. Discuss President Evaluation Process
3. Adjournment

Meeting materials are available online at <http://cpe.ky.gov/committees/executive/meetings/2011/>.



**MINUTES**  
**Council on Postsecondary Education Executive Committee**  
**April 28, 2011**

The Executive Committee of the Council on Postsecondary Education met April 28, 2011, at 8 a.m. (ET) at Elizabethtown Community and Technical College in Elizabethtown, Kentucky.

**ROLL CALL**

The following members attended: Paul Patton, Pam Miller, Glenn Denton, Dan Flanagan, and Jim Skaggs.

Lee Nimocks and Tammie Clements from the Council staff attended.

**Discuss President  
Evaluation Process**

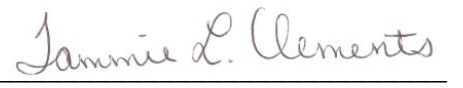
The committee members agreed to use the 2009-10 survey questions for the 2010-11 president evaluation process.

The committee decided to have the survey responses mailed to Blue & Co., LLC, the Council's independent certified public accounting agency. The committee will then meet at the accounting agency's Lexington office during the June 1-8 timeframe to review and tabulate the responses. The Executive Committee will then report the results of the evaluation to the full Council at its June 10 meeting.

**ADJOURNMENT**

The meeting adjourned at 8:30 a.m.

  
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Robert L. King  
President

  
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Tammie L. Clements  
Associate, Executive Relations



**DRAFT – FOR REVIEW BY EXECUTIVE COMMITTEE****CPE President Evaluation  
2010-11**

<b>Phase One: Organization and Preliminary Preparations</b>	
Executive Committee (Governor Patton, Pam Miller, Glenn Denton, Dan Flanagan, and Jim Skaggs). Executive Committee holds organizational meeting to discuss 2010-11 Council President Evaluation and approve evaluation timeline and survey instrument.	April 28, 2011
<b>Phase Two: Evaluation Process</b>	
Survey instruments, telephone and personal conversations. CPE staff will mail surveys; include a return envelope addressed to the CPE chair's home address who will receive responses. CPE Executive Committee members will follow up as necessary by phone with key constituents.	May 1-May 26, 2011
Self-evaluation by president due to CPE chair and Executive Committee.	May 10, 2011
Information compiled by CPE chair and vice chair.	June 1-June 8
Meeting of the Executive Committee to discuss and evaluate information survey responses.	June 10 (CPE Meeting Date)
<b>Phase Three: Discussion and Release</b>	
Executive Committee reports results of the evaluation to full Council (open meeting; all written documents are public records and subject to open records).	June 10 (CPE Meeting)
<b>Phase Four: 2011 Goals and Objectives</b>	
Proposed 2011-12 work plan submitted by CPE president to the full Council for initial review.	June 10 (CPE Meeting)
Proposed 2011-12 work plan approved by Council	September 2011 CPE meeting

**Survey Questions for Performance Evaluation  
Robert L. King, CPE President**

**(CPE Members)**

The Council on Postsecondary Education is the state coordinating board for postsecondary and adult education in Kentucky. Under the leadership of its president, the Council collaborates with the university and college presidents, the body politic, the P-12 education system, and public opinion leaders toward the realization of the goals directed by the Kentucky Postsecondary Education Improvement Act of 1997 (House Bill 1). CPE is conducting its annual evaluation of its president, Robert L. King. As a CPE member, you are being asked to complete this brief survey. Please place a check mark in box that best describes your answer to each question. Space is provided for comments if you desire.

	A= Exceptional	B= Above Average	C= Satisfactory	D= Needs Improvement	E= Unsatisfactory
<p>(1) Does President King have a clear understanding of the goals of postsecondary and adult education reform, and has he translated that understanding into progress and achievement?</p> <p><i>Please Comment:</i></p>					
<p>(2) Does President King work effectively with the CPE members, maintaining good communication and a collegial, professional environment?</p> <p><i>Please comment:</i></p>					
<p>(3) To the extent of your personal knowledge, has President King established a positive, professional reputation in the state and built effective relationships with campus leaders, the Governor and his staff, members of the General Assembly, and other key policy leaders?</p> <p><i>Please Comment:</i></p>					



	A= Exceptional	B= Above Average	C= Satisfactory	D= Needs Improvement	E= Unsatisfactory
(4) Has President King responded well to unanticipated or difficult situations, and to the specific challenges associated with this position?  <i>Please comment:</i>					
(5) Has President King accomplished the objectives and priorities set by the CPE members for the performance period (see attached Plan of Work-July 2010 through July 2011)?  <i>Please Comment:</i>					

**This survey should be mailed to the CPE chair no later than May 26, 2011.**

**(Change if an outside entity will collect and analyze results.)**

Place your completed survey in the enclosed white envelope and seal.  
Then place the sealed envelope in the enclosed yellow, postage-paid envelope.  
It is not necessary to include your name on the survey.

The data from each surveyed group will be personally tabulated by the Council chair and vice chair.  
The results will be presented to the full Council at its September 2011 meeting.

All written documents are public records and subject to open records.

THANK YOU.

