

DRAFT
Timeline for the President's Evaluation Process
Virginia State University
Evaluation Period: February 1, 2022 – January 31, 2023

Dates	Action	Comments
February 9-10, 2023	Personnel and Compensation Committee (the Committee) will review the President's Evaluation Form with Board members at the February Board meeting.	Board members are encouraged to include comments in every category of the evaluation. The comments are essential to the evaluation process as a means of providing feedback to the President.
March 6, 2023	President will submit a self-assessment in the form of a summary of accomplishments/achievements, challenges, and opportunities to Rector and Committee Chair.	
March 13, 2023	Board Liaison will distribute the President's Evaluation Tool to Board members and provide the following documents: (1) copy of the President's self-assessment, (2) copy of the President's contract, (3) profile of President's current compensation, and (4) granular compensation benchmark of other Virginia public university presidents to include VSU.	
March 20, 2023	Board members will return the completed online evaluation to the Board Liaison.	
March 27, 2023	Board Liaison will summarize the responses and send results to the Rector and the Committee Chair.	
March 29, 2023	Board Liaison will forward results to all Board members with the consent of the Committee Chair.	
March 29-31, 2023	Committee Chair and Rector will share results with the President via conference call.	
April 14, 2023	President will submit a response to the Board's evaluation to the Committee Chair and Rector.	
April 17, 2023	Committee Chair and Rector will forward the President's response to the full Board for review.	
April 21, 2023	Board will discuss the President's evaluation in closed session. Board will then discuss the Board's evaluation and recommendations in closed session with the President.	