

**Virginia State University Board of Visitors  
Personnel, Compensation and Governance Committee 2021  
Board Matrix Project - Sub-Committee Report to Full Committee February 4, 2021**

About the Board Matrix Project:

- Chairman Sessoms formed a Sub-committee, comprised of Visitors Gordon, Herrera and Crittenden, to offer recommendations for a VSU Board Matrix *starting point* to:
  - Chart the skills and attributes of current BOV members
  - Determine the desired skills and attributes of new appointees
- Chairman Sessoms asked Visitor Crittenden to coordinate the Sub-committee project
- Chairman Sessoms asked the Sub-committee to make a report to the Full Committee at its February 4<sup>th</sup> meeting with ultimate goal of making recommendations for Full BOV approval at the February 5<sup>th</sup> meeting
- The documents below were prepared to assist the Sub-committee with its assignment
  - VSU BOV 2020-2021 Terms/Vacancies/Appointment Eligibility
  - VSU BOV 2020-2021 About Members (Snapshots & Brief Bios)
  - Sample Board Matrix
  - Sample Board Matrix Worksheet
  - VSU BOV Personnel, Compensation and Governance Committee Contact Info
- The Sub-committee completed its work between January 24 and February 1, 2021.
- The Sub-committee will make a report to the Full PCGC about the Board Matrix project with the

PCGC Meeting: Items for Discussion

- Board Matrix Guiding Principles
- Board Matrix Purpose (s)
- Board Matrix Worksheet
- Annual Board Matrix Review
- Next Steps

PCGC Meeting: Discussion Items/Recommendations/Action

- Board Matrix Guiding Principles
  - To establish a more diverse board reflective of the world in which we live in (age, race/ethnicity, gender);
  - To build board membership composed of divergent backgrounds, skills, competencies, philosophies, life experience and resources; and
  - To strategically seek/recommend new appointees to fill gaps left vacant by board members no longer eligible for reappointment
    - Sub-committee seeks approval of the guiding principles
- Board Matrix Purposes
  - Chart skills and attributes of current Board members
  - Identify gaps and needs for future Board members
  - Identify and recommend potential candidates for Board appointment
  - Tool to assist Rector when selecting Board Committee chairs and assigning Board members to Committees
  - Tool to assist Board members when considering nominating/voting for Board officers
    - Sub-committee seeks approval of the Board Matrix purposes above

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- Board Matrix Worksheet (See Attached Sample)
  - A Board Matrix Worksheet to serve multi-purposes
    - To chart the skills/attributes of current Board members
    - To chart the skills/attributes of potential candidates for up-coming Board appointments
      - Sub-committee seeks the go ahead to prepare a Board Matrix Worksheet informed by our guiding principles following committee and Full Board approval
- Annual Board Matrix Review
  - Task the PCGC to annually review the current Board Matrix; make recommendations for update if necessary; seek Full board approval for recommendations at the April meeting
    - Sub-committee seek approval of the Board Matrix annual review
- Next Steps/Assigned To
  - Chart current skills/attributes of current Board members – Preliminary work has begun PCGC to handle
  - Survey current Board members to ascertain their thoughts following review of the skills/attributes of current Board members; get thoughts concerning gaps and needs – PCGC will work with Dr. Redd to accomplish
  - Use Board Matrix Worksheet - considering gaps and needs - to recommend potential candidates for appointment; be prepared to submit VSU BOV Matrix recommendations to the Governor by March 2021. Note: Mr. Sessoms indicated that although we (the Board) are not certain if the Office of the Governor will honor our request, we feel it is our responsibility to offer thoughts on the selection of new Board members All BOV members