

**VIRGINIA STATE UNIVERSITY BOARD OF VISITORS
COMMITTEE ON PERSONNEL, COMPENSATION & GOVERNANCE
4:00 P.M., THURSDAY, NOVEMBER 16, 2023
The Gateway Dining & Events Center
(on the campus of Virginia State University)**

(No Public Comment Period Scheduled)

AGENDA

CALL TO ORDER Mr. Victor Branch, Chair

ROLL CALL

INVOCATION (*Pastor Seth Ahmad-McQueen, Director of Campus Ministries*)

APPROVAL OF AGENDA

APPROVAL OF PREVIOUS MEETING MINUTES (if any)

- April 21, 2023

PRESIDENT'S REMARKS Dr. Makola M. Abdullah

CLOSED SESSION (if any)

REPORTS AND RECOMMENDATIONS

- Office of Human Resources.....Ms. Tanya L. Simmons
Associate Vice President, Human Resources
- President's Performance Evaluation Process 2023
 - Review of Evaluation Tool
 - Review of Performance Evaluation Timeline

OTHER BUSINESS

ADJOURNMENT

**VIRGINIA STATE UNIVERSITY BOARD OF VISITORS
COMMITTEE ON PERSONNEL, COMPENSATION & GOVERNANCE
THURSDAY, NOVEMBER 16, 2023
MINUTES**

CALL TO ORDER

Mr. Victor Branch, Chair, called the Personnel, Compensation, & Governance (PGC) Committee meeting to order at 4:00 p.m. in the Gateway Dining & Events Center.

ROLL CALL

No Quorum of Committee Members present

Committee Members Present:

Mr. Victor Branch (*Chair*)
Dr. Joseph Chase, Jr.
Mr. Jon Moore (*Absent*)
Dr. Harold Greene, Jr. (*Absent*)
Ms. Shavonne Gordon (*Absent*)
Dr. Valerie Brown, Rector (*ex-officio*)

Other Board Members Present:

Ms. Pamela Currey (*participated by electronic communication from Quinton, VA*)
Dr. Leonard Haynes, III
Ms. Daphne Meeks
Dr. Leonard Githinji (Faculty Representative)

Legal Counsel:

Ms. Cynthia Norwood-Vasquez

Administration Present:

Dr. Makola M. Abdullah, President
Dr. Tia Minnis, Interim Provost/ Vice President for Academic Affairs
Dr. Alexis Brooks-Walters, Vice President for Student Affairs/Enrollment Management
Ms. Shawri King-Casey, VP for Institutional Integrity & Compliance
Ms. Tonya S. Hall, VP for Advancement and External Affairs
Ms. Tanya Simmons, Assoc. VP for Human Resources
Dr. Annie C. Redd, Chief of Staff/Director, Board Operations & Relations
Mr. Kevin Davenport, Senior Vice President, Finance & Administration and Chief Financial Officer

President's Office Staff:

Danette Johnson
Debbie Jefferson
Tina Cabrera
Rodney Hall

COMMITTEE ON PERSONNEL, COMPENSATION & GOVERNANCE
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INVOCATION

Chair Victor Branch invited Pastor Seth Ahmad-McQueen, Director of Campus Ministries, to offer the invocation.

APPROVAL OF AGENDA

Chair Branch clarified that there was no quorum for the previous meeting's agenda; hence, the Committee could not approve the agenda.

APPROVAL OF PREVIOUS MEETING MINUTES (if any)

Chair Branch clarified that there was no quorum for the previous meeting's agenda; hence, the Committee could not approve the April 21, 2023 minutes.

PRESIDENT'S REMARKS

President Abdullah greeted the Committee and thanked the members for their service.

REPORTS AND RECOMMENDATIONS

Office of Human Resources

Ms. Tanya Simmons indicated that the Office of Human Resources is undergoing modernization of its technology. She presented a brief update on implementing projects to improve operational effectiveness, increase and diversify financial resources, maintain academic excellence, and align with strategic priorities. Ms. Simmons also summarized the completed projects, including the Employee Referral program, criminal background, employment verification, employment eligibility (I-9), and staffing with three new hires.

President's Performance Evaluation Process 2023

The Chair requested committee members to review the documents for the President's Evaluation Process, including the timeline and the evaluation tool, in preparation for discussion at the February 8-9th board meetings. The Committee will consider feedback on the President's Evaluation process and discuss the President's Compensation Matrix. The process will begin in March 2024 and conclude at the April 2024 Board meeting.

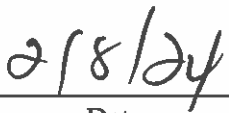
ADJOURNMENT

With no further business, Chair Branch called for a motion to adjourn the meeting. The motion was received and properly seconded, and the Committee voted by voice vote. The Chair adjourned the meeting at 4:14 p.m.

Approved:



Victor Branch, Chair



Date