

**VIRGINIA STATE UNIVERSITY BOARD OF VISITORS
COMMITTEE ON PERSONNEL, COMPENSATION & GOVERNANCE
3:30 P.M.; THURSDAY, FEBRUARY 9, 2023
The Gateway Dining & Events Center
(on the campus of Virginia State University)
(No Public Comment Period Scheduled)**

AGENDA

CALL TO ORDER Mr. Glenn Sessoms, Chair

ROLL CALL

INVOCATION (Pastor Graham, Director of Campus Ministries)

APPROVAL OF AGENDA

APPROVAL OF PREVIOUS MEETING MINUTES (if any)

- September 15, 2022 Committee Meeting

PRESIDENT'S REMARKS Dr. Makola M. Abdullah

REPORTS AND RECOMMENDATIONS

- Salary Equity Plan Update
- President's Performance Evaluation Process

OTHER BUSINESS

ADJOURNMENT

**VIRGINIA STATE UNIVERSITY BOARD OF VISITORS
COMMITTEE ON PERSONNEL, COMPENSATION & GOVERNANCE
THURSDAY, FEBRUARY 9, 2023
MINUTES**

CALL TO ORDER

Mr. Glenn Sessoms, Chair, called the Personnel, Compensation, & Governance (PGC) Committee meeting to order at 3:30 p.m. in the Gateway Dining & Event

ROLL CALL

Committee Members Present:

Mr. Glenn Sessoms
Mr. Moore (*absent*)
Dr. Robert Denton, Jr.
Dr. Harold Greene, Jr.
Mr. Michael Fleming (*absent*)
Ms. Shavonne Gordon
Mr. Wayne Turnage
Dr. Valerie Brown, Rector (ex-officio)

A quorum was present

Other Board Members Present:

Mr. Thomas Cosgrove
Mr. Victor Branch
Ms. Pamela Currey

Legal Counsel:

Cynthia H. Norwood Marquez, Senior Assistant Attorney General

Administration Present:

Dr. Makola M. Abdullah, President
Dr. Donald Palm, Executive Vice President/Provost
Shawri King-Casey, VP for Institutional Integrity & Compliance
Tanya Simmons, Assoc VP for Human Resources
Dr. Annie C. Redd, Chief of Staff/Director, Board Operations & Relations

Others Present:

Debbie Jefferson, President's Office
Marjorie Muse, President's Office
Travis Edmonds, Technology Services
Yourdonus James, Director, Conference Services

INVOCATION

Vice Rector Sessoms invited Pastor Graham, Director of Campus Ministries, to offer the invocation.

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APPROVAL OF AGENDA

Mr. Sessoms, Committee Chair, called for a motion to approve the agenda with the addition of two items: 1) closed session and 2) discussion of the salary equity plan update. The motion was made and properly seconded. The Committee approved the agenda by voice vote.

APPROVAL OF PREVIOUS MEETING MINUTES (if any)

Chair Sessoms called for a motion to approve minutes from the September 15, 2022 committee meeting. The motion was made and properly seconded. The Committee approved the previous minutes by voice vote.

PRESIDENT'S REMARKS

President Abdullah thanked Chair Sessoms for leading the Committee. President Abdullah gave acknowledgment to Dr. Palm and Mrs. Tanya Simmons for their diligent work on the Salary Equity Plan. President Abdullah thanked the Board Members for their initiative in support of the plan.

REPORTS AND RECOMMENDATIONS

Dr. Palm asked Mrs. Shawri King-Casey to elaborate on how the data demonstration was utilized in the process during the survey with Evergreen Solutions, LLC to drive the outcome of the VSU Climate Survey/Salary Equity Plan. Dr. Palm gave a brief update on the status of the Climate and Compensation Survey, Evergreen Solutions, LLC to determine climate at VSU, Surveys (Faculty, Staff, students, and Alumni), develop a chart of peer organizations, and produce recommendations of a compensation system that is equitable.

Dr. Palm also provided an update on preliminary key staff compensation recommendations and indicated steps the University has taken such as adopted an adjusted pay plan with new grades added, reassigned pay grades to positions based on internal equity and the market results, placed employees within their recommended pay grades and transition employees into new, adjusted salary ranges by way of bringing employees up to the salary range minimum if their current salary falls below the new proposed minimum. Dr. Palm reviewed the class parity equitable term used to describe the range of employees' salaries based on the number of years of service in their current classification. Each year of service in your current classification credits employees and results in a "projected salary" to ensure that employees are forecasted to receive a range maximum over the course of a career estimate (i.e., 30 years).

Mrs. Tanya Simmons gave an overview of the 1) key staff compensation recommendations with the goal to adopt an adjusted pay plan with new grades added, and 2) faculty salary adjustments made by the University to implement a nationally competitive faculty salary structure. The cost summary for faculty adjustments using the implementation option for rank median totaled \$900K and impacted 140 faculty. The cost summary for staff adjustments using the implementation option for Class parity totaled \$400K and impacted 81 employees. The cost of the faculty and staff salary only adjustments totaled \$1.3M and impacted a total of 221 employees. In the future, VSU will work with hiring managers due to the base line, budget permitted this will take place every three to five years.

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CLOSED SESSION

Chair Sessoms called for a closed meeting to discuss personnel matters related to the employment, assignment, appointment, promotion, or performance of specific employees pursuant to Va. Code Section 2.2-3711 (A) (1), specifically, the President's performance. The motion was made and properly seconded. The committee voted by voice vote. Additional persons in attendance were Cindy Norwood Marquez, Legal Counsel; President Makola Abdullah, and Dr. Annie C. Redd, Board Liaison.

Following discussion, the Chair requested a motion to enter open session. The motion was made and properly seconded. The committee voted by voice vote. In open session, the Chair read the certification statement: During its closed meeting, the committee discussed only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act, and only those public business matters identified in the motion convening the committee in closed session. The Chair requested a motion to certify the closed meeting. The motion was made and properly seconded. The committee voted by a roll call vote.

ADJOURNMENT

There being no further business, Chair Sessoms called for a motion to adjourn the meeting. The motion was received, properly seconded, and the committee voted by voice vote. The Chair adjourned the meeting at 3:51 p.m.

Approved:


Chair


Date