



**MASSACHUSETTS BAY COMMUNITY COLLEGE
PRESIDENTIAL EVALUATION MEETING**

FEBRUARY 27, 2026

10:30 AM

by Webex

MINUTES

Trustees Present: Alfonso Hidalgo, Sandy Lish (Chair), Ilissa Povich

Staff Present: Karen Britton, Executive Director and Liaison to the Board; Catherine Gildae, Associate Dean for Institutional Effectiveness; Henry Lopez, Director of User End Services; Mike Lyons, Assistant Vice President and Chief Information Officer; Julie Rowlings, Special Assistant to the President

Guest Present: Diane Schmalensee, Chair Emerita

CALL TO ORDER

Committee Chair Lish called the meeting to order and declared that a quorum was present.

APPROVAL OF MAY 7, 2025, MEETING MINUTES

MOTION: Trustee Hidalgo moved to approve the minutes of the May 7, 2025, meeting, and Trustee Povich seconded the motion.

The motion passed via the following roll call vote: Trustee Hidalgo – YES; Trustee Lish – YES; Trustee Povich – YES

OVERVIEW OF 2025 PRESIDENTIAL EVALUATION PROCESS

Committee Chair Lish thanked Chair Emerita Schmalensee for stepping in this year after leaving the Board. Chair Emerita Schmalensee created the model which is now utilized by the other community colleges, and her work is greatly appreciated and valued.

Committee Chair Lish reviewed last year's process and evaluation. Each year, MassBay receives a letter from the Department of Higher Education (DHE) with criteria for that year's evaluation, and the survey and data reported are adjusted accordingly. President Podell provides input each year on the external recipients as well as his self-evaluation. All of these items are reviewed and included in the final evaluation, which is shared with the Trustees for a vote on President Podell's salary increase, after which the evaluation is sent to the DHE. Various

members of the MassBay community support completing this process. Chair Emerita Schmalensee reported the survey process went well last year.

2026 PRESIDENTIAL EVALUATION PROCESS

Committee members agreed that they will embrace and respond to the criteria presented by the Department of Higher Education and also consider the new building, housing project, and kitchen renovations.

The committee next discussed the 2026 surveys.

This year's letter from the Commissioner with the criteria was reviewed. All respondents will not know about each area, so there will be different content within the same bulleted topics, and the questions are framed to avoid bias in the responses.

New items, including preparing for and securing jobs and "wrap-around services", will be addressed in this year's survey. The College has data on these items.

Continued Viability and Strength should include the kitchen renovation.

Students should be asked about Affordability and Access.

Last year, external evaluators and students were not asked about Student Success. This year, it seems relevant for some and not others. A "Do not know" line will be added to every category.

The letter to the Commissioner could include examples as well as information not necessarily addressed in the surveys.

The next steps are as follows:

- *Committee Chair Lish will share what was discussed in this meeting at the March Full Board meeting.

- *Trustee Hidalgo will work with Committee Chair Lish on this year's letter.

- *Executive Director Britton will put together a timeline and send Trustee Hidalgo letters from previous evaluations.

- *Executive Director Britton will update the names on the External Recipient list and send to President Podell and then committee members for review.

- *Chair Emerita Schmalensee and Special Assistant to the President Rowlings will make edits to the surveys.

- *Associate Dean Gildae will provide data for the letter, much of which is included in the Dashboard.

Chair Povich reported that MACC is discussing Presidential compensation. She will send details to Trustees Lish and Hidalgo for the letter.

ADJOURNMENT

MOTION: Trustee Hidalgo moved to adjourn the meeting, and Trustee Povich seconded the motion.

The motion passed via the following roll call vote: Trustee Hidalgo – YES; Trustee Lish – YES; Trustee Povich – YES
The meeting adjourned at 11:28 am.



9/10/26

Sandy Lish, Trustee and Committee Chair
Presidential Evaluation Committee

Date