# MINUTES

Trustees Present (via telephone): Adam Hollingsworth and Sharon Wamble-King

Guests: David Szymanski, President; Karen Stone, Vice President and General Counsel; and Barbara Gitenstein, Senior AGB Consultant (via telephone)

President Szymanski, Trustee Wamble-King, Trustee Hollingsworth, and Vice President Stone spoke with AGB Senior Consultant, Barbara (“Bobby”) Gitenstein by phone. The purpose of the call was to allow Trustee input as Dr. Gitenstein develops questions which will guide her discussion with individual Board members related to the Board self-evaluation process.

Dr. Gitenstein noted that her goal is to make sure that the conversations with Board members are as productive as possible. She intends to utilize the Board retreat discussion as well as the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) standard associated with Board self-evaluation, to inform the self-evaluation questions and the discussion at the next board retreat, which will be held on November 27th.

Dr. Gitenstein provided a recap of some of the key takeaways from the September 20th Board retreat, including potential action items for the Board, such as a periodic bylaws review, a Trustee engagement plan, continuing discussion of ways to improve Trustee effectiveness, clarification of the responsibilities of the Board and the President, and a plan to focus on student engagement. She noted that there were also areas where Board members had divergent thoughts which might warrant further discussion. Some examples included: clarification of the responsibilities of the administration as distinguished from responsibilities of the Board of Trustees; clarification of responsibilities of an institutional representative versus a constituent representative; the understanding of conflicts of interest; the effectiveness of the committee structure and the committee meeting schedule; Board members’ understanding of UNF and national issues; and the diversity of the Board, including areas of expertise such as higher

education. Trustee Hollingsworth asked for further detail about Dr. Gitenstein’s comment on conflicts of interest. Dr. Gitenstein noted that no one identified a conflict of interest as having occurred, the issue expressed was related to perceptions of conflicts of interest and expectations of the Board as a collective body.

Trustee Hollingsworth and Trustee Wamble-King believe Dr. Gitenstein’s approach is sound and suggested that Dr. Gitenstein work with President Szymanski and the administration to craft the interview questions within the general framework discussed on today’s call.

There being no further items for discussion, the meeting was adjourned.