



**Council on Postsecondary Education  
Personnel Committee Meeting  
Wednesday, September 1, 2021, 10:00 a.m.  
Office of the Postsecondary Commissioner  
560 Jefferson Boulevard  
Warwick, Rhode Island**

**MINUTES**

Chair Rachelle Green called this meeting to order at 10:11 AM and acknowledged that a quorum was present.

Committee members present:

Rachelle Green, Chair  
Barbara Cottam  
Marianne Monte

Rhode Island Office of the Postsecondary Commissioner (RIOPC) staff present:

Anne Marie Coleman, Director of Labor Relations  
Ron Cavallaro, General Counsel

Rhode Island College (RIC) participant:

President Frank Sanchez

Chair Green noted that during the meeting, the Committee may move into Executive Session. At that time, non-Council members (except for the staff present) will be asked to leave the meeting. When the Executive Session ends, the Council will return to the open session and non-council members will be allowed to rejoin the meeting.

**1. Acceptance of the Agenda**

Chair Green called for a motion that the Personnel Committee accept the agenda for the meeting of September 1, 2021.

On a motion duly made by Marianne Monte and seconded by Barbara Cottam it was:

VOTED: THAT The Personnel Committee accept the agenda for the meeting of September 1, 2021.

VOTE: 3 members voted in the affirmative and 0 members voted in the negative.

YEAS: Barbara Cottam, Marianne Monte, and Rachelle Green

NAYS: 0

ABSTAINS: 0

**2. Discussion regarding the scheduling of upcoming President/Commissioner evaluations**

Chair Green shared that the Personnel Committee will be performing the evaluation process and procedure for President Sanchez during the fall semester. The committee will also have to schedule annual reviews for Commissioner Gilkey and President Hughes.

**3. Review Committee Charge**

Chair Green reviewed the scope of the Personnel Committee (as outlined in the 2021-22 Committee Goals/Objectives) and after a brief discussion, it was determined that Chair Green would seek clarification on the proposed charge from Chair DelGiudice.

**4. Executive Session**

Chair Green called for a motion that the Personnel Committee enter Executive Session for the following items:

- A. Discussions regarding President Sanchez’s annual evaluation and contract renewal evaluation, pursuant to RIGL 42-46-5(a)(1).

The Chair noted that President Sanchez was notified of his right to have these discussions take place in Open Session, and he has indicated that he has no objection to proceeding in Executive Session.

On a motion duly made by Marianne Monte and seconded by Barbara Cottam, it was:

VOTED: THAT The Council on Postsecondary Education enter into Executive Session for the following items:

- A. Discussions regarding President Sanchez’s annual evaluation and contract renewal evaluation, pursuant to RIGL 42-46-5(a)(1).

VOTE: 3 members voted in the affirmative and 0 members voted in the negative.

YEAS Barbara Cottam, Marianne Monte, and Rachelle Green

NAYS: 0

ABSTAINS: 0

**The Committee entered Executive Session at 10:18 AM**

**The Council reconvened in Open Session at 10:40 AM**

Chair Green called for a motion that the Personnel Committee seal the minutes of the Executive Session held on September 1, 2021.

On a motion duly made by Marianne Monte and seconded by Barbara Cottam, it was:

VOTED: THAT The personnel Committee seal the minutes of the Executive Session held on September 1, 2021.

VOTE: 3 members voted in the affirmative and 0 members voted in the negative.

YEAS: Barbara Cottam, Marianne Monte, and Rachelle Green

NAYS: 0

ABSTAINS: 0

**5. Adjourn**

Chair Green called for a motion to adjourn the meeting.

On a motion duly made by Marianne Monte and seconded by Barbara Cottam, it was:

VOTED: THAT The Personnel Committee adjourn the meeting of September 1, 2021

VOTE: 3 members voted in the affirmative and 0 members voted in the negative.

YEAS: Barbara Cottam, Marianne Monte, and Rachelle Green

NAYS: 0

ABSTAINS: 0

The meeting adjourned at 10:41 AM

DRAFT