

# BOARD OF REGENTS BRIEFING PAPER

**1. AGENDA ITEM TITLE: One-Year Extension to Employment Agreement, TMCC President Karin Hilgersom**

**MEETING DATE:** July 21, 2023

**2. BACKGROUND & POLICY CONTEXT OF ISSUE:**

President Karin Hilgersom requests the Board of Regents extend her current employment agreement for a period of one-year through June 30, 2025, and requests the Board approve the waiver of her periodic evaluation pursuant to NSHE *Procedures and Guidelines Manual* (“PGM”), Chapter 2, Sec. 2.2. The PGM, Chapter 2, Section 2.2 provides: “[I]f the President **announces their retirement or separation** at least 12 months prior to the end of the contract period, **the periodic evaluation shall be waived and in lieu an annual evaluation will be performed...**” Absent a waiver, a periodic evaluation would occur during the 2024 academic year. While President Hilgersom previously indicated a desire to retire from NSHE in 2025, the Acting Chancellor and Board of Regents anticipate President Hilgersom will publicly **announce** her retirement (or separation) from NSHE in conjunction with the requests stated herein, as she has already emailed regarding that intent. Accordingly, if the Board approves President Hilgersom’s request to waive the periodic evaluation, an annual evaluation will be performed consistent with the PGM, NSHE *Handbook*, Title 4, Chapter 3, Section 28.1.c, and the current employment agreement, Section 5.1.c.

**3. SPECIFIC ACTIONS BEING RECOMMENDED OR REQUESTED:**

President Hilgersom requests the Board of Regents approve: (1) a one-year extension of her current employment agreement through July 1, 2025, authorizing the Acting Chancellor to execute an employment agreement upon approval by the Chief General Counsel; and (2) waiver of the periodic evaluation pursuant to PGM Chapter 2, Section 2.2 with an annual evaluation to be performed consistent with the PGM, NSHE *Handbook*, Title 4, Chapter 3, Section 28.1.c, and the current employment agreement, Section 5.1.c. in lieu of the waived periodic evaluation.

**4. IMPETUS (WHY NOW?):**

At President Hilgersom’s request.

**5. CHECK THE NSHE STRATEGIC PLAN GOAL THAT IS SUPPORTED BY THIS REQUEST:**

- Access (Increase access to higher education)
- Success (Improve student success)
- Close Institutional Performance Gaps
- Workforce (Meet workforce needs in Nevada)
- Research (Increase solutions-focused research)
- Coordination, Accountability, and Transparency (Ensure system coordination, accountability, and transparency)
- Not Applicable to NSHE Strategic Plan Goals

**6. INDICATE HOW THE PROPOSAL SUPPORTS THE SPECIFIC STRATEGIC PLAN GOAL**

N/A

**7. BULLET POINTS TO SUPPORT REQUEST/RECOMMENDATION:**

The Board has extended other presidential contracts.

**8. POTENTIAL ARGUMENTS AGAINST THE REQUEST/RECOMMENDATION:**

The periodic evaluation is an important factor in determining approval of a contract extension.

**9. ALTERNATIVE(S) TO WHAT IS BEING REQUESTED/RECOMMENDED:**

Take no action.

**10. RECOMMENDATION FROM THE CHANCELLOR'S OFFICE:**

The Chancellor's Office has no position on the contract extension or waiver of the periodic evaluation.

**11. COMPLIANCE WITH BOARD POLICY:**

X Consistent With Current Board Policy: Title # \_\_\_\_\_ Chapter # \_\_\_\_\_ Section # \_\_\_\_\_

Amends Current Board Policy: Title # \_\_\_\_\_ Chapter # \_\_\_\_\_ Section # \_\_\_\_\_

Amends Current Procedures & Guidelines Manual: Chapter # \_\_\_\_\_ Section # \_\_\_\_\_

Other: \_\_\_\_\_

Fiscal Impact: Yes \_\_\_\_\_ No x \_\_\_\_\_

Explain: \_\_\_\_\_