

**EVALUATION SUBCOMMITTEE OF THE GOVERNING BOARD
CALIFORNIA INSTITUTE FOR REGENERATIVE MEDICINE**

Summary of Proposed Procedure for Evaluations

1. Performance Review Tools

In order to obtain input regarding the performance of the Chair of CIRM's Governing Board and the President of CIRM from a variety of sources (Board members, members of the Working Groups, staff, and other stakeholders), the Chair and Vice Chair of the Evaluation Subcommittee propose to use two tools.

- Performance Management Review Template: If approved by the Evaluation Subcommittee, the draft Performance Management Review Template (Attachment A [Chair] and Attachment B [President]) will be used to gather written assessments of the subject of the evaluation from Board members, members of CIRM's Working Groups, and other stakeholders from whom the Evaluation Subcommittee would like to obtain written input:

CHAIR

Board members
Working Group Chairs
Governor
Treasurer
Controller
Selected recipients of CIRM funding
Representatives of patient advocacy groups
Other stakeholders

PRESIDENT

Board members
Working Group Chairs
Selected recipients of CIRM funding
Representatives of collaborative funding partners
Representatives of biotech industry
Representatives of patient advocacy groups
Other stakeholders

- Staff Interviews: Members of the Evaluation Subcommittee will conduct interviews with selected CIRM staff in order to obtain additional information. To facilitate this process, the Chair and the Vice Chair of the Evaluation Subcommittee will request that members of the Evaluation Subcommittee volunteer to participate in two-member interview teams. Interviews will be

scheduled to accommodate the members' schedules and to minimize the required time commitment.

2. Draft Report

The data obtained from both the written assessments and the interviews will be summarized in a draft performance review report submitted to the Evaluation Subcommittee. Although the individuals from whom information was sought will be identified in the report, their comments will not be attributed, thereby permitting a full and frank assessment of the subject of the evaluation while preserving the confidentiality of those who participated in process.

3. Closed Session Meeting of Evaluation Subcommittee

After reviewing the draft report, the Evaluation Subcommittee will meet in closed session with the subject of the evaluation to discuss his or her performance. After excusing the subject of the evaluation from the room, the Evaluation Subcommittee will finalize its draft report or schedule another meeting to consider a final draft report. The final draft report will be presented to the full board in a closed session.

4. Review by the full Governing Board

The remaining steps in the evaluation process are described in paragraphs 3 and 4 in Attachment C, which was approved by the Board on August 6, 2009.