

MINUTES
PRESIDENTIAL SEARCH AND SCREENING ADVISORY COMMITTEE MEETING
WEDNESDAY, JUNE 29, 2016
2 PM

COMMITTEE MEMBERS IN ATTENDANCE:

Mr. Wayne Martin – Chair
Ms. Kathy Walker – Vice Chair
Dr. Royal Berglee
Ms. Karen Chaney
Dr. Shannon Harr
Mr. Buckner Hinkle
Mr. Eric Howard
Dr. Michelle Kunz

COMMITTEE MEMBERS ABSENT: Mr. Adam Abbott
Mr. Paul Goodpaster – ex-officio

SUPPORT STAFF IN ATTENDANCE: Ms. Jami Hornbuckle (acting for Sharon Reynolds)
Ms. LaDonna Purcell – Procurement
Ms. Beth Patrick – CFO/VP for Administration

I. Welcome and Introductions

Chair Martin welcomed the committee and the members introduced themselves.

II. Process Organization

Chair Martin said the committee would conduct its work with fairness, objectivity, and confidentiality. He wishes to create an environment conducive to consensus, and would like to arrive at the recommendation with consensus, but if the committee cannot, it will proceed through the democratic process of voting. The committee's objective is to recommend; the full Board of Regents will make the final decision.

Timeline/Future Meetings – Chair Martin reviewed the tentative timetable. The next meeting of the committee is planned for Thursday, July 14 at 9 am when the committee will determine the 3-5 search firms to invite to make presentations to the committee. Those presentations are planned for Friday, July 22. The first meeting with the selected search firm is planned for Friday, August 26.

Faculty/Staff Surveys – Chair Martin suggested the faculty and staff representatives on the committee to survey their constituents on campus and sharing the feedback with the committee. The student representative may wish to also survey students.

Public Forums – Chair Martin also stated that there would be forums throughout the service region, including two forums in Morehead—one for employees and one for the public. He would like a minimum of three committee members at each forum.

III. Legal Requirements

Chair Martin reviewed open meetings law and the ability to keep candidate confidentiality during the process until final action by the Board. The Kentucky Open Meetings Act document has been provided to the committee members. The committee will also follow equal opportunity and affirmative action requirements.

IV. Media Relations

Ms. Hornbuckle suggested to the committee members that they will likely be contacted by the media regarding the search. Official comments will be made either from the Chair of this committee (Wayne Martin) or the Chair of the Board of Regents. She noted there are several presidential searches in the state ongoing concurrently and will likely be of national interest. The search website will be kept up to date (www.moreheadstate.edu/presidentialsearch).

V. Budgetary Considerations

Ms. Patrick noted that the most significant budgetary consideration is the cost of the search firm, which is estimated at one-third of the first year of the president's salary, plus travel. Chair Martin stated the Board of Regents will determine/recommend the salary range and benefit package. Committee members are eligible for travel reimbursement.

VI. RFP Review Process

Ms. Purcell reviewed the RFP review process. Committee members need to verify that they do not have any connection with any of the firms, and they will also need to disclose if they have had contact with any of the firms.

Chair Martin stated that the primary function of the search firm is to help identify, expand and screen the large pool of qualified candidates, maintain confidentiality of interested candidates, and provide objectivity. Expecting the person who presents to the committee will be the firm's primary contact for the search, and expecting the firm to understand the uniqueness of Morehead State University, the region, our students and funding in Kentucky.

VII. Public Comments

Adjournment – The committee meeting adjourned at 3:09 p.m.