

Minutes of the VSC Board of Trustees Executive Committee meeting Thursday, July 17, 2014, APPROVED by the Committee Monday, October 6, 2014.

The Vermont State Colleges Board of Trustees Executive Committee conducted a Committee meeting on Thursday, July 17, 2014 at the Office of the Chancellor in Montpelier, Vermont.

The following were present:

Trustees: Martha O'Connor, Chair; Karen Luneau, Chris Macfarlane, Tim Jerman, Heidi Pelletier

Absent: Kraig Hannum, Linda Milne

Office of the Chancellor:

Bill Reedy, Vice President and General Counsel

Members of the Public:

Tess Conant, VSC United Professionals

Linda Olson, VSC Full-Time Faculty

Chair O'Connor called the meeting to order at 1:00 p.m.

The sole order of business was to discuss a process for selecting a Chancellor to present to the full Board at its July 31, 2014 meeting for its approval.

Chair O'Connor reported that, pursuant to the Board's instructions, she contacted former Chancellor Chuck Bunting, who now performs chancellor/president searches for institutions of higher education, to inquire about the time and effort associated with these kinds of searches. Mr. Bunting indicated a search could take approximately 4-5 months and he provided an outline (*attached*), entitled "Stages of Search," estimating the time necessary for each stage. Trustee Jerman spoke with Paula Cope of Cope Associates who also performs similar searches. It was her impression that a thorough search could take 10 months to a year. It was her experience that things never happen according to plan and necessarily take longer than expected. Further, even if a permanent chancellor could be hired earlier than 10 months to a year from its inception, it wouldn't be before next August that someone could actually be in the position.

In light of that information, Chair O'Connor and Trustee Jerman discussed a plan for seeking an interim chancellor who would be allowed to seek the permanent position.

The process Chair O'Connor proposed was as follows:

- The Executive Committee would be in charge of the process. This would be quite representative given that the Committee comprises approximately half the full Board and 4 members of the Committee are elected by the full Board and the remaining 3 members of the Committee are appointed by elected Chair of the Board
- Each Trustee would be permitted to submit by September 1, 2014 for the Committee's consideration up to three names of persons the Trustee believed fit the identified qualifications. Submittals would be sent to the Chair and would be confidential.
- Each President also could submit, in confidence, up to three names to the Chair of the Executive Committee by September 1, 2014.
- Trustees and Presidents would be informed that the nominations would be for an interim position of up to and possibly beyond one year.
- Trustees or Presidents could nominate themselves.
- The Executive Committee would meet in the second week of September to review the nominations to prepare a shorter list for the full Board to review at its meeting on September 23rd or 24th. This would give the Committee time between the two meetings to contact candidates, gauge their level of interest, and perform whatever reference checks are necessary and appropriate within the time allowed.
- The full Board would review the recommendations at its September meeting, select the most promising candidates, and then hold interviews and/or conduct other enquiries before selecting a candidate.
- Trustee Jerman also suggested a press release about the process could be issued so that interested individuals could contact Trustees or Presidents to indicate they would like to be considered.

Trustee Luneau asked whether this might appear to be giving too much authority to the Executive Committee. The other Trustees responded that it did not. These are the individuals the Board has placed in a leadership role.

The question was asked whether a search would be conducted in the interim and the Chair answered no. The search for a permanent Chancellor would not begin until the Interim Chancellor was on board to assist.

Linda Olson was asked about her response to the proposal and she indicated it was fine as long as the process for a permanent Chancellor was broadened to include more of the VSC community and the public. Tess Conant was also fine with the process.

Chair O'Connor wanted to make sure all Executive Committee members were on board with the proposal. No objections were noted and all members except Trustee Luneau offered positive

support for the proposal. Trustee Macfarlane indicated he was very satisfied and thought the proposed process offered great opportunities. Trustee Pelletier said the proposal was logical, timely, and inclusive. Trustee Jerman thought it was a very good model. The Committee agreed that the proposed process would be put before the full Board for its approval at its July 31, 2014 meeting.

Trustee Pelletier asked about salary. The Committee agreed with Chancellor Donovan's earlier statement that the range probably should be somewhere in between what the Presidents make and what the current Chancellor makes and this would be explained to candidates if the subject was raised. It would not be set at this point but rather would be negotiated with the successful candidate.

The Executive Committee agreed to schedule its next meeting for 9:00 a.m. on September 9, 2014 in Montpelier. The Committee asked General Counsel Reedy to contact Elaine Sopchak to make sure the room was available and to have her warn the meeting.

The public (Linda Olson and Tess Conant) were asked whether there were any comments. Linda Olson reiterated that she wanted to make sure the permanent Chancellor search included more public and VSC community involvement. Chair O'Connor assured her that it would. Tess Conant said she liked the proposed process as it took into account the comments everyone made at the last Trustees meeting.

Trustee Jerman moved and Trustee Macfarlane seconded a motion to adjourn. Chair O'Connor adjourned the meeting at 1:45 p.m.