

**Vermont State Colleges Board of Trustees
Ad Hoc Search Committee**

June 4, 2020

AGENDA

1. Call to order

2. Review and refine summary of beginning status—

Already agreed (through prior board and informal discussion):

- Appoint a special search committee, not executive committee
- Move expeditiously
- Keep board members informed
- Listen to internal and external stakeholders
- General preferences for first choice candidate:
 - Well qualified Vermonter
 - Working familiarity with VSC
 - No preconceived solutions to current challenges
 - No bias for or against particular VSC member institutions
 - Should be
 - Effective leader
 - Transition leader
 - Change facilitator
 - Designer/builder
 - Politically sensitive
 - Able to make difficult decisions
 - Able to manage criticism, push back
- Welcome internal candidates
 - Internal candidates may be considered in parallel with external search process
- Allow successful candidate choice of new CFO and external consultant
- Follow good search practice and comply with applicable rules

Need to agree on:

- Defining structure/process for the search including whether to use a search firm
- Establish a calendar for the search
- Finalize position elements
 - Description
 - Restructuring year assignment/Case statement
 - Qualifications
 - Compensation
 - Advertisement
- Define process for keeping the full board informed
- Define internal stakeholders and how to engage them

- Presidents, faculty, staff, students, CO leaders, others?
- Define external stakeholders and how to engage them
 - Legislators, governor's office, host communities, others?
- Arrange minutes preparation and distribution; and maintenance of records related to the search

3. Other business

4. Comments from public

5. Initial discussion of candidates (executive session)

6. Adjourn