

**Minutes of the VSCS Board of Trustees Ad Hoc Search Committee meeting held Thursday, July 6, 2023, at 8:30 a.m. via Zoom - APPROVED**

The Vermont State Colleges Board of Trustees Ad Hoc Search Committee met on Thursday, July 6, 2023.

Committee members present: Janette Bombardier, Lynn Dickinson, David Durfee, Karen Luneau, Shawn Tester

Other Trustees Present: Sue Zeller

Chancellor's Office staff: Jen Porrier, Administrative Director  
Sharron Scott, Chief Finance and Operations Officer  
Sophie Zdatny, Chancellor

Shared Services: Donny Bazluke, Network/Security Analyst  
Meg Walz, Director, Project Management  
Sarah Chambers, Director, Learning Technologies

From the Colleges: Beth Walsh, President, VSCUP, Northern Vermont University

From the Public: Rick Adams, Alumni, Lyndon State College  
Steve Cormier, Alumni, Lyndon State College

1. Chair Dickinson called the meeting to order at 8:33 a.m.
2. Public Comment

Rick Adams mentioned he was interested in learning about the process for the search for the interim President. Chair Dickinson described the foreshortened process to be undertaken by the committee, which will be different from the full, traditional search conducted for the initial president of Vermont State University. This search differs in that the timeline is far shorter and the start date does not correspond with the normal process, which is usually synchronized with the academic calendar.

3. Approval of June 22, 2023 Minutes

**Trustee Zeller moved and Trustee Tester seconded the motion to approve the minutes of June 22, 2023. The motion was approved unanimously.**

4. Status update on search planning and discussion of next steps

Chancellor Zdatny provided updates on the items requested at the previous committee meeting.

- a. Use of a Search Committee to Perform Some of the Tasks Associated with the Search.

The Chancellor followed up on an initial conversation with a leading national search firm that had been initiated by the Director of External and Governmental Affairs. The search firm's representative explained that the proposed search and timeline is neither a standard interim search process, nor a traditional academic search process. The firm's fee structure for interim searches does not provide for à la carte pricing for different aspects of a search.

With respect to assisting with stakeholder engagement, the firm's representative explained that it would not be a wise use of the system's resources to engage in the type of stakeholder engagement typically involved in a traditional academic search because: (i) such stakeholder engagement is for the purpose of developing the position profile that is used to advertise the position and attract potential candidates and the VSC already has this information from its prior search, plus the lived experience of the past year, to inform the Board as to what types of candidates it is seeking; (ii) attempting to conduct such stakeholder engagement in July/August, in anticipation of making a decision by early fall, will not yield useful information; and (iii) it may create confusion as to the nature of the search being undertaken.

The firm indicated that it may be able assist on the "back end" of the search, with conducting background and reference checks, and thinking through how best to engage community stakeholders once there is a finalist or finalists for the position.

b. Proposed Calendar.

The Chancellor shared the following proposed calendar, working back from the Board's September retreat as requested:

July	Generate a list of interested candidates; explore what services a search firm could provide.
August	Finalize list of candidates; initial interviews; background checks
September	Decision by Board at its retreat (9/18-9/19)
October	Onboarding and transition
November	Formal start date (11/1)

The Committee did not have any recommended changes to the proposed calendar.

5. Other Business

It was noted that some participants are unable to attend the next scheduled meeting of the committee (July 20<sup>th</sup>) so a new date will be explored and scheduled.

6. Executive Session

**At 8:51 a.m. Trustee Dickinson moved that the Committee enter executive session pursuant to 1 V.S.A. § 313(a)(3) to discuss the employment of a public officer. Along with the**

**members of the Board present at the meeting, the Committee invited the Chancellor to attend. Trustee Tester seconded the motion, and it was approved unanimously.**

The committee exited executive session at 9:48 a.m.

Chair Dickinson adjourned the meeting at 9:48 a.m.