

OLD DOMINION UNIVERSITY
PRESIDENTIAL SEARCH COMMITTEE MEETING
Thursday, October 1, 2020

MINUTES

A meeting of the Old Dominion University Presidential Search Committee was held on Thursday, October 1, 2020, at 10:00 a.m. The meeting was held electronically using the Zoom application pursuant to § 4-0.01(g) of Chapter 1289 of the 2020 Acts of Assembly. Present from the Committee were:

R. Bruce Bradley, Chair
Yvonne Allmond
Robert Corn
Jerri Dickeski
Conrad M. Hall
Toykea S. Jones
Kay Kemper
Rita Meraz
Ross A. Mugler
September Sanderlin
Lisa B. Smith
John Sokolowski

Also present:

Veena Abraham
Dennis Barden
Deb Love
Robin Mamlet
John McFarland
Donna Meeks

The Chair called the meeting to order at 10:00 a.m.

APPROVAL OF MINUTES

Mr. Bradley asked for approval of the minutes of the meetings held on August 20 and August 28. He pointed out two corrections for on the August 28th minutes. Upon a motion made by Mr. Mugler and seconded by Ms. Jones, the minutes of the meeting on August 20 and the revised minutes of the August 28th meeting were approved by roll-call vote (*Ayes: Allmond, Bradley, Corn, Dickeski, Jones, Kemper, Mugler, Smith; Nays: None*).

APPOINTMENT OF NEW COMMITTEE MEMBER

The Chair commented that there was overwhelming agreement among committee members to elect a new member representing classified staff to replace Nancy Badger. Ms. Sanderling's recommendation of three individuals, in rank order, was provided to the Committee. At the chair's

request, she shared background on the recommended first choice, Linda Caulkin. Upon a motion made by Ms. Smith and seconded by Ms. Kemper, Ms. Caulkin was elected to the committee by roll-call vote (*Ayes: Allmond, Bradley, Corn, Dickeski, Jones, Kemper, Mugler, Smith; Nays: None*).

Mr. Bradley will contact Ms. Caulkins to invite her to serve on the committee.

REVIEW OF PROPOSED PRESIDENTIAL PROFILE

The Chair described the process for receiving input on the presidential profile. It was shared with President Broderick, Vice President DuBois, and members of the Board who do not serve on this committee. The purpose of this meeting is for the committee to discuss what may be missing or is inaccurate to form the basis of the final draft completed by the WittKieffer team for publication and distribution. In response to a question from Mr. Hall, Mr. Barden noted that this is designed as a marketing piece and is broadly written to entice a wide array of candidates for the committee to consider. The Executive Summary is used to create the advertisement.

Committee members concurred that the profile was well-written. Mr. Bradley thanked everyone for their input and noted the following suggestions to be incorporated into the final version:

- Add requirement to pass a security clearance
- Emphasize the institution's diversity with additional text and/or links; add link to Board's Dashboard
- Clarify that the Board is seeking an individual who will continue the University's commitment to diversity; Ms. Smith was asked to offer suggested language
- Revise the section on academic colleges to present more consistent information (e.g., programs, accreditation)
- Anything that may occur that is significant enough to be added to the document can be done so

WittKieffer has developed an advertising proposal that would cost \$2,921, well within the established budget. Mr. Barden provided details, noting online sites vs. print publications will be used and will include general higher education sites such as the *Chronicle of Higher Education* and national consortial organizations such as AASCU as well as those focused on diverse audiences. He will work with the University's EEO coordinator to ensure that all requirements are met. Ms. Sanderlin said that University's Office of Institutional Equity and Diversity must review advertising that excludes the Chronicle or is limited to a local market, so that review is not required in this case. She has provided the EEO statement for the advertising copy and will work with WittKieffer to provide demographic information. Ms. Love commented that no other actions are required.

Next steps include finalizing the profile and placing the ads, with active recruiting to occur during the months of October and November. The Committee will meet the first week of November for an update on the status of the recruitment process, with the goal of posting candidates' credentials to a secure portal by November 30. A four-hour meeting will be scheduled during the week of December 14 to narrow the pool to 8-10 candidates for interviews to be conducted in January over a two-day period; January 14 and 15 were suggested. Given the current environment, these will

likely be virtual interviews and will be coordinated WittKieffer. This process will yield the final candidates for on-campus interviews in February, coordinated by Donna Meeks. Mr. Barden briefly described the screening process and how the candidates will be categorized prior to the meeting in January.

Mr. Bradley thanked the WittKieffer team for their excellent work and said that he and Donna would coordinate on the scheduling of the meetings in November, December and January.

With no further business to discuss, the meeting adjourned at 11:09 a.m.