

**Trustee Search Committee
Minutes
Monday, March 25, 2002**

Chair Collier Merrill called to order the meeting of the Trustee Search Committee, at 11:20 a.m., Monday, March 25, 2002, at the office of Collier Merrill, 226 South Palafox Place, 6th Floor, Seville Tower, Pensacola, Florida. Committee members present were:

Travis Bowden
Angie Bowler
Lornetta Epps
Roy Smith.

Also present were Dr. James Weaver and Office Assistant Kay Sasse, on behalf of Deputy Corporate Secretary Keith Goldschmidt.

Chair Merrill explained that the purpose of the meeting is to approve the revisions to the presidential search process made by the Search Advisory Committee on May 6, as well as develop a new time line for the presidential search, and approve the two-day itinerary of the final three presidential candidates' and spouses' visits to the University.

The committee approved the revisions in the presidential search process that were proposed by the Search Advisory Committee on May 6.

Chair Merrill explained the changes to the presidential search timeline proposed by the Search Advisory Committee. He reported that the Search Advisory Committee will receive six finalists from search firm Korn Ferry at the 1:00 p.m. meeting, Tuesday, April 2. Chair Merrill stated that the candidate list includes strong candidates including provosts and university presidents.

The Search Advisory Committee will conduct a two-hour interview of each of the six candidates over a two-day period, April 10-11. The list will be narrowed down to three candidates at the April 15 meeting. The candidates will not be ranked during this process, and Chair Merrill had suggested to the SAC to use a written ballot system, rather than a hand-raising voting system in order to deter possible negative repercussions. The Trustee Search Committee members are encouraged to attend the April 15 meeting. The Search Advisory Committee will relinquish all responsibilities from this date forward to the Trustee Search Committee.

Chair Merrill anticipates that the Trustee Search Committee will quickly ratify the final candidate from the three final candidates provided by the SAC. The Florida Board of Education requests a maximum period of three weeks.

The presidential candidates should have the opportunity to see the University community as classes are in session so that the candidates obtain a more accurate perception of the University. For this reason, no meetings are scheduled on the search process calendar between April 16 and

May 5. The first week is the week of final exams, and the second is the week between semesters. A number of faculty and students are unavailable during this period.

Election for the Student Government Association president is currently underway. The new president will take office effective June 1.

The committee approved the time line for the presidential search. (see Attachments)

The committee reviewed the two-day itinerary for the candidates and spouses. Of the events scheduled for each candidate's two-day visit to the University, the Trustee Search Committee is committed to attend the following:

May 5, 2002 ... 7:00 p.m. ... Dinner

May 6, 2002 ... 9:00 a.m. - 10:30 a.m. ... Candidate presentations

" 5:30 p.m. ... Community Reception

" 7:00 p.m. ... Dinner

Dr. Linda Dye is coordinating the assignment of escorts for the candidates visit to UWF.

Chair Merrill stressed the need for the Trustee Search Committee to designate a date and time for obtaining input from the Search Advisory Committee prior to the Trustee Search Committee's May 16 meeting. Suggestion was made to assign a twenty-minute period, either prior to or during the scheduled May 16 meeting, inviting Search Advisory Committee members who so desire to give their input regarding the six candidates.

Suggestion was made to combine the May 17 and May 24 meetings of the Board of Trustees into the one meeting to be held Friday, May 24. This decision was based on the fact that the announcement of the final candidate was scheduled for May 16, which was prior to one site visit that was originally scheduled on the final candidate only. Had the site visit revealed negative factors that would cause the committee to change their decision, the two remaining final candidates may, in the mean time, withdraw their applications. The committee approved moving the TSC meeting and recommendation to May 24. Also, the committee decided to conduct site visits on all three final candidates, if necessary. Chair Collier Merrill and Provost Parks Dimsdale will conduct the site visits. Chair Merrill will meet with the Chamber of Commerce and community officials. Provost Dimsdale will meet with the campus community, primarily vice presidents and deans. The distinct advantage of a one-team, vs. a three-team approach is the fact that the one team will be able to assess all three candidates with a comparative perspective. Site visits will not be limited to on-campus visits by the team. Phone calls may be placed to the perspective campuses instead.

The Trustee Search Committee approved the two-day itinerary for the visits by candidates.

Meeting adjourned at 12:15 p.m.

Respectfully submitted,
V. Kay Sasse, Office Assistant

Attachment A1

Presidential search timeline

April 2 - SAC meets to receive six finalists

April 10-11 - SAC interviews each candidate for up to two hours

April 15 - SAC narrows list to three/TSC meets to accept candidates

May 6-15 - Three finalists brought to Pensacola for two-day visits

May 16 - TSC meets

May 20-24 - TSC site visit

May 24 - TSC/BOT meet to appoint next president and forward name to FBOE.