President Search Committee Meeting
July 12, 2021
4:00 – 6:00 PM
Alumni Room, McCarthy Center

Zoom Instructions
Click here to join: https://zoom.us/j/7273479978
If you are calling from abroad, international numbers are available here:
https://zoom.us/zoomconference?m=qAmzXT8Rll0tIWwoGbdD05I8-00UE_cY

BY PHONE: Call in without the app, dial:
+1 646 558 8656 US
**Meeting ID number: 727 347 9978**

Agenda

1. Welcome and introductions
   Kevin Foley

2. Role of the search committee / Chair’s perspective on the search
   • Charge
   Kevin Foley

3. Procedural matters
   Lucy Leske
   • Code of ethics
   • Contact information

4. WittKieffer introduction and search firm overview
   Lucy Leske
   • Roles and responsibilities
   • Search process and timeline
   • Overview of constituent intake sessions – including survey for input and nominations
   • Profile and advertisement and position profile
   • Application sorting/WorkZone organization

5. Affirmative action, legal issues and search committee best practice
   Ann McDonald
   • Massachusetts Board of Higher Education’s Guidelines and Procedures for the Search, Selection, Appointment and Removal of State University and Community College Presidents
   • Massachusetts Open Meeting Law
   • Massachusetts Public Records Law (relevant provisions)
6. Discussion of the opportunity
   ▪ Agenda for the next president
   ▪ Desired qualities and characteristics

Lucy Leske

7. Communication plan

Lucy Leske

8. Next steps/adjourn

Kevin Foley

Attachments

- Charge
- Code of Ethics
- WittKieffer team profile
- WittKieffer contact information
- Survey – Draft
- Timeline – Draft
- BHE guidelines