



Framingham

State University

President Search Committee Meeting

August 16, 2021

3:00 – 4:00 p.m.

Remote

MINUTES

Committee members in attendance: Kevin Foley, David Baldwin, Dara Barros, Bob Bonnevie, Nancy Budwig, Anthony Hubbard, Dana Neshe, Wardell Powell, Elena Quiroz-Livanis, Nina Ricci, Robin Robinson, Luis Rosero

Ex officio University members in attendance: Kim Dexter, Ann McDonald

Executive search firm members: Philip Tang, Sandra Chu

I. Chair Foley called the meeting to order at 3:00 p.m. and welcomed the committee members, he also welcomed Board of Trustee member Nancy Budwig to the Presidential Search Committee.

Roll call was taken for attendance:

- Kevin Foley – Yes; Anthony Hubbard – Yes; Dana Neshe – Yes; Nancy Budwig – Yes; Wardell Powell – Yes; Nina Ricci – Yes; Robin Robinson – Yes; David Baldwin – Yes; Dara Barros – Yes; Bob Bonnevie – Yes; Elena Quiroz-Livanis – Yes; Luis Rosero – Yes

II. Approval of minutes from the July 26, 2021 meeting

With corrections noted, Chair Foley asked for a motion for the approval of the minutes.

- Bob Bonnevie asked for clarification regarding the minimum qualification information included on page four of the minutes.
 - Counsel Ann McDonald clarified the information was recorded verbatim from the Board of Higher Education Guidelines.

Motion to approve was made by Bob Bonnevie, seconded by David Baldwin

- Roll call vote: Kevin Foley – Yes; Anthony Hubbard – Yes; Dana Neshe – Yes; Wardell Powell – Yes; Nina Ricci – Yes; Robin Robinson – Yes; David Baldwin – Yes; Dara Barros – Yes; Bob Bonnevie – Yes; Elena Quiroz-Livanis – Yes; Luis Rosero – Yes.
- Nancy Budwig abstained

I. Leadership profile review

Phillip Tang conducted an overview of the leadership profile and noted edits submitted by committee members. He invited the committee to further comment or express suggestions, questions or concerns the members may have regarding the document.

Comments included the following:

- There are no photographs of the MetroWest area. Would like to see images that reflect the connection between FSU and the MetroWest community.
- The regarding the “welcome letter”, the tone should be directed more toward the individual candidates.

- Combining the executive summary and welcome letter was suggested.
- The reason why the University is seeking a new president is not included. Would not want any prospective candidates to be given the wrongful impression that the current President is leaving under negative circumstances. This is a very mindful, well-conceived transition and would want candidate to be aware of that.
 - A suggestion was made for the information to be included in the “welcome letter” from the chair.
 - Philip Tang indicated there are several schools of thought on this issue, one of which is to not name the outgoing president in keeping the document future focused.
 - Westfield State University leadership profile made a small but notable mention of the outgoing president.

Discussions surrounding the purpose of the “welcome letter” continued.

- The culture and welcoming environment of the University were area that would be important to be included.
- A suggestion was made for the language to be changed to emphasize the excellence of faculty, programs, and classes, rather than stating the University is a “premier” university. Sounds like marketing speak, and should be rolled into the executive summary.

The sequencing of the document was discussed, including the question of whether the *About FSU* should be placed after the *Executive Summary*.

- Move the points of pride and *About FSU* should be brought forward in the document.

Chair Foley noted that the subject will require further conversations. Due to limited time left in the meeting, he moved to the agenda item to discuss “WorkZone”. Chair Foley asked the committee if any of the members had difficulty accessing the documents, of which there were none.

Chair Foley asked the WittKieffer members to highlight any important information regarding advertising.

II. Ad language and placement review and approval

Philip Tang informed the committee members that the Advertising and Outreach document, which was shared during the first meeting, has been updated and included on WorkZone. He asked committee members to review the document and let the WittKieffer team know if there are specific platforms not currently included that would be recommended.

III. Search timeline update

Sandra Chu reported on the updated timeline of the search

- Four dates, October 28, October 29, October 30 and November 1, were added for interviewing first-round candidates. More information to come.
- November highlighted dates to have times assigned once the meeting date has been determined.

Luis Rosero noted on the timeline there are community meetings with finalist, asking if by that time the committee’s work will be completed.

Chair Foley confirmed that it would be completed.

Sandra Chu clarified regarding the October 28 - November 1 dates, that not all hours will be

required, but that they are trying to protect blocks of time to allow for interviews of the candidates.

VI. Next Steps

In light of the conversations held in the meeting it was determined to hold another session to review additional changes to the document as suggested by the committee members. This additional meeting would allow a re-review and further discussions, concluding in a vote on the final document.

Nancy Budwig asked with the understanding that the WittKieffer team will not be able to recruit candidates without the approved Leadership Profile, if we will be able to keep to the timeline as scheduled.

Ann McDonald noted the minutes from this, and the next meeting to approve the Leadership Profile would be deferred until the September committee meeting. She continued in asking Elena Quiroz-Livanis for clarification on whether the full Board of Trustees (BOT) would be required to review and approved the profile before it is submitted to the Commissioner's Office.

- Elena Quiroz-Livanis confirmed that if the BOT delegated authority to the committee, it would not be required to be approved by the full BOT before submission to the Commissioner.

Philip Tang agreed that he would be able to provide an updated draft of the document to the committee the next day (Tuesday, August 17, 2021). Chair Foley requested that an additional meeting be schedule for later in the week.

VII. Comments from the General Public

Virginia Rutter added several questions addressed to the committee members in the meeting's Zoom chat.

Chair Foley responded that he would take the questions off line and that the committee will address the questions. Nancy Budwig requested for the questions specifically so that she may review the questions posed.

VIII. Adjournment

Roll call vote: Kevin Foley – Yes; Anthony Hubbard – Yes; Dana Neshe – Yes; Nancy Budwig – Yes; Wardell Powell – Yes; Nina Ricci – Yes; Robin Robinson – Yes; David Baldwin – Yes; Dara Barros – Yes; Bob Bonnevie – Yes; Elena Quiroz-Livanis – Yes; Luis Rosero – Yes

Motion approved.

The meeting adjourned at 4:09 p.m.

Attachments

- DRAFT leadership profile
- DRAFT advertisement
- Ad placement recommendations