

Presidential Search and Advisory Committee Minutes
August 26, 2005

Present: Thomas Cotton; Kenneth Gilliam; Thomas Holder; Suzy Millwood; Sarah Robbins; Ben Setzer; Ann Smith; Jonathan VanGeest; Peter Witte; Christine Ziegler, and Joseph Meeks.

Absent: Steve Prather

The meeting was called to order at 2:05PM.

The minutes of the August 19, 2005 meeting were approved.

At the August 4 meeting of the PSAC, the committee was asked by the search firm, Baker-Parker, to submit to the firm two questions per committee member that they would like to ask the candidates. Some committee members submitted more than two questions. These questions were e-mailed to the committee and hard copies were distributed at the meeting on August 26. A subcommittee was formed comprising of chair, Jonathan VanGeest, and committee members Suzy Millwood and Ben Setzer to categorize, edit and organize the questions prior to submittal to Baker Parker. Committee member Ann Smith mentioned that she had recently served on the search committee for KSU's Human Resources Director. She suggested it might be a good idea to prepare questions that committee members would ask references when the appropriate time for that task arrives. It was agreed that a subcommittee consisting of chair, Ann Smith, and committee members Sarah Robbins and Christine Ziegler would construct reference questions with input from the full committee.

The next portion of the meeting was committed to editing the "white paper," which subcommittee chair Sarah Robbins and committee members Ann Smith, Christine Ziegler, and Ken Gilliam had created. After input by all committee members, a final, edited and revised, version was agreed upon by the committee. The committee also edited the presidential position description paper in the same manner, and the committee agreed upon the final version of that paper as well.

Peter Witte walked the committee through the navigation of the PSAC website, which will be launched September 1.

The committee will **not** meet on September 2. Its next meeting will be on September 9 at 2PM in the lower level of Jolley Lodge.

The meeting was adjourned at 4PM.

Respectfully submitted,

Melissa M. Fryer
Secretary to the Dean
College of the Arts