

Presidential Search and Advisory Committee Minutes
October 28, 2005

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

Absent: Jonathan VanGeest

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

The committee held a conference call with Laurie Wilder, vice president in the search firm Baker-Parker. Ms. Wilder indicated that her firm had contacted more than 250 professionals to ascertain their interest or to solicit nominations. They have targeted sitting presidents; provosts; academic vice presidents and deans. Ms. Wilder indicated that the committee should expect several sitting presidents to be in the pool of candidates.

Following the conference call, discussion ensued regarding the completed campus forums, which were designed for the campus and community to have input into the search process and to answer any questions they might have. Only two people came to the October 25 forum. At the October 26 forum, PSAC committee member Dr. Smith brought the 18 members of her evening class. Only three people, other than the class, attended this forum. Only one person attended the forum on October 27. The committee expressed concern about the attendance level for the on-campus interviews of the final candidates which are to take place in January.

Discussion ensued regarding reference questions. Dr. Smith and her sub-committee had fine-tuned the list of questions. It was agreed that the PSAC members would break into groups of two to place the reference calls. A motion was made and seconded to approve the questions. After the PSAC selects the final candidates for campus visits in January, Baker-Parker will contact the candidates to ascertain if they are still interested and if the committee can move forward with the referencing aspect of the search process.

The next PSAC meeting will take place in Wilson Building, room 201. This will be an executive session where the committee will review the list of candidates. Dean Meeks reminded the committee that all twelve PSAC members must be present at all "airport interviews" in December. He said that committee members might wish to stay over at the hotel, as he planned to, since Atlanta traffic is so notoriously bad.

A discussion then ensued about how the on-campus visits of the final candidates would be structured. The following is a tentative draft. The committee may have to make adjustments/revisions if necessitated.

TENTATIVE DRAFT

Visits will take place in the January 6-20, 2006 timeframe.

Candidate will arrive the prior evening.

8AM	Breakfast with committee (or 6)
9:30-10:30AM	Golf cart tour of campus
10:30-11:45AM	20-minute presentation in Stillwell Theater followed by Q&A session
12:30-2PM	Luncheon by invitation (representatives of students/staff/faculty). Invitees must commit to attend luncheons of ALL FINAL CANDIDATES.
2-4PM	Chairperson Meeks will give the candidate a tour of the Rare Book Room, art gallery, etc. Or, if the candidate prefers, s/he may retire to their hotel room to freshen up.
4:30-6PM	Reception at Jolley Lodge (by invitation) Trustees, members of the community, faculty, staff and student representatives

The evening will be at the discretion of the candidate. If s/he chooses, they can have dinner with the committee (or 6). The candidate may prefer to retire to their hotel room for a quiet evening or they may have an evening flight out.

The meeting was adjourned at 3:40PM

Respectfully submitted,

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