

DRAFT

**BOARD OF VISITORS
SPECIAL EXECUTIVE COMMITTEE MEETING
President's Conference Room
May 5, 2005
MINUTES**

1. Call to Order/Quorum

The Rector called the meeting to order at approximately 3:05 p.m. Roll call indicated that the following Executive Committee members were in attendance and that a quorum was present.

Committee Members Present:

Mr. Jack Ezzell, Jr., Rector
Mrs. Viola Madison-Foreman, Secretary
Mr. Colvin Gibson, Vice Rector
Mr. Michael Ball (*arrived at 3:30 p.m.*)

Committee Members Absent:

Mr. Bobby Vassar

Other Board Members Present:

Mr. Willie Brown
Mrs. Teresa Carrington

Members of the NSU Staff Present:

Dr. Marie V. McDemmond, President
Dr. Alvin Schexnider, Executive Vice President
Mrs. Karla Johnson, Executive Assistant to the President and Agency Liaison
Mr. Patrick Kelly, Serving as Special Counsel

2. Discussions Items

Presidential Search Overview - Mr. Ezzell provided a summary of his efforts to organize the upcoming Presidential Search. A copy of his slide presentation is provided. Mr. Ezzell indicated that he has read a great deal of literature, met with others who have conducted searches of this kind and talked to community leaders about their experiences with similar processes. He also spent some time with Dr. William Weary of the Association of Governing Boards to determine timelines and how to best approach such an undertaking.

Mr. Ezzell targeted July 1, 2006 as a start date for the new President and also indicated that the Search process would take six to seven months to complete. He said the Summer months would be utilized to prepare for the work of a Search Committee and stated that he believed, based on his discussions with others, that the Committee should include 9-12 people with the

majority of the members selected from the Board. Mr. Ezzell indicated that he has already identified a General Consultant to assist as needed with the process (Dr. Weary), and he is in negotiations to appoint an administrative assistant. The first order of business will be to develop a Request for Proposal (RFP) and identify an Executive Search Firm to assist with the identification of possible candidates and conduct background searches.

Mr. Ezzell stressed the need for total confidentiality and stated that a review of Presidential Compensation would need to be conducted in parallel with the Search. He added that a preliminary budget would also need to be determined and that the process to develop a Leadership Statement for the benefit of potential candidates should be an all inclusive process with feedback from the university community. Mr. Ezzell stated that the work done over the past year to develop a new Strategic Plan for the University would help provide the foundation for the Statement.

Mr. Ezzell provided an overview of what he believed the Committee structure should be and indicated that he would serve as Chair. He also provided a list of suggested questions to use in interviewing potential Search Firms.

Suggestions that Mr. Ezzell planned to take to the Board during the May meeting tomorrow included a Retreat to be held in August to select a Search Committee, the selection of a Search Firm and preparation of the Leadership Statement. He indicated he would refine and adjust his presentation for the full Board and provide a phased approach to the process.

Dr. McDemmond thanked the Rector for his “beginning to end” overview and said she believed he provided comprehensive information regarding what needs to be done in the Search process. She added that a six month transition process could be painful, since once a person has been named he/or she would become a lame duck at their current institution. She said she thought the new person may be able to start earlier than July, 2006.

Mr. Gibson added that he felt Jack’s plan was very comprehensive and he agreed with Dr. McDemmond. He emphasized the need for a strong plan and a smooth transition, including a transition of the new President into the community. He liked the idea of venting the Leadership Statement with the community, as well. Mr. Ezzell added that the Board is fortunate to have Dr. Schexnider to provide the transition.

Mrs. Madison-Foreman asked how long NSU would need to advertise for the new President and Mr. Ezzell indicated that it would be at least 30 days. He stated that the Search firm would provide candidates, community people would offer suggestions, letters would be sent out to encourage nominations and ads would run in relevant publications and newspapers.

Dr. Schexnider added that a number of vice presidents had attended the NAFEO Conference recently and there were a number of inquiries regarding this position.

3. Closed Session - President's Separation Agreement

Mr. Gibson motioned, seconded by Mrs. Madison-Foreman and approved by the members of the Executive Committee to adjourn and reconvene in closed session, as permitted by §2.2-3711.A.1 of the Code of Virginia, for the specific purpose of discussing the performance of the President to wit: specific amendments to the President's contract of employment.

The Executive Committee reconvened in open session and a roll call vote was taken to certify that (1) only public business matters lawfully exempted from open meeting requirements, and (2) only such business matters as were identified in the motion by which the executive or closed meeting was convened were heard, discussed or considered in the meeting by the Board. Any member of the Board who believed that there was a departure from the requirements as stated above, was asked to so state prior to the vote, indicating the substance of the departure that in his, or her, judgment had taken place.

Board members who certified the motion:

Ball.....yes
Ezzell.....yes
Gibson.....yes
Madison-Foreman.....yes

4. Action Taken

The Executive Committee agreed to take their recommendations for changes to the President's contract to the full Board for approval.

5. Adjournment

There being no further business, the meeting was adjourned at approximately 4:30 p.m.

Respectfully submitted,

Karla C. Johnson, Executive Assistant
to the President and Agency Liaison