

MINUTES OF THE SPECIAL MEETING  
OF THE PRESIDENTIAL SEARCH ADVISORY COMMITTEE  
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

Z257/258  
La-Z-Boy Center  
6:00 p.m., April 8, 2013

Members Present: Video conferencing with ACCT officials in Washington, D.C. (Laurie Savona and John Steinecke) William H. Braunlich, James DeVries, Marjorie A. Kreps, Linda S. Lauer, Mary Kay Thayer, Sue Vanisacker, Annette Phillips, Lynette Dowler, Mark Hall, Tom Scheer, Bryan Rorke, Robert Clark, Alan Baron, David Waggoner, Mark Naber, Doug Chaffin, Molly McCutchan, Joe Verkennes and Victoria McIntyre (recorder)

Also present: Dan Hamman, Denice Lewis, Rebecca Libstorff, Sue Wetzels, and Agora staff reporter Katie Mullin

Members absent: Michael Meyer, Christopher Holmes

1. Committee Chair Braunlich called the meeting to order at 6:00 p.m. The purpose of the meeting was to conduct a virtual meeting with Association of Community College Trustees (ACCT) for orientation/training for the presidential search.
2. There were no delegations present.
3. Chair Braunlich read "Charge to the Presidential Search Committee" from the Presidential Search documents provided in a notebook to each committee member. He stressed the need for absolute confidentiality of candidates for the position. Chair Braunlich also asked committee members to briefly state why Monroe County Community College is important to them or the company they represent. Each member took a moment to do so.

John Steinecke provided a brief background on ACCT and its role in relation to community colleges across the country and in presidential searches. He also read "Confidential Policies" and stressed the need for strict and rigorous adherence to them. It was suggested that each committee member sign a copy of the "Confidentiality Policies." Each member present signed the document.

Chair Braunlich noted that when \*correction{**semi-**}finalists are chosen and they accept, their interviews will be open to the public.

Mr. Steinecke read the "Ground Rules for the Monroe County Community College President Search Committee Meetings" and stressed the importance of every member feeling free to say what he/she thinks.

The search timeline was discussed. Candidates will have as of close of business on Friday, April 12 to submit applications to ACCT. They will be available on line for review by the committee at that time. However, the position is considered open until filled. April 17 was

chosen for the committee and Dr. Savona and Mr. Steinecke to meet to review candidates' applications here on campus. April 29 and 30 were dates chosen for interviews of semi-finalists.

It was noted that the "Presidential Profile" was designed to describe the position to the candidate and is considered the governing document and what MCCC thinks is important in its next president. All committee members were asked to read and become familiar with it.

ACCT will provide committee members with instructions and scoring instruments to streamline the assessment process. Members are asked to review the applications online then send the scores to ACCT by close of business on April 16.

ACCT will be available every step of the way for questions or for help with technological glitches. Contact information for Laurie Savona and John Steinecke will be provided to committee members.

The meeting ended at 7:10 p.m.

Respectfully submitted,

William H. Braunlich  
Chair, Presidential Search Advisory Committee

Victoria McIntyre  
Recorder

vdm

These minutes were approved with a \*correction at the April 22, 2013 Board of Trustees meeting.