

MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF TRUSTEES
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

A173c/d
Audrey M. Warrick Student Services/
Administration Building
1:15 p.m., May 21, 2013

Members present: William J. Bacarella Jr., Joseph N Bellino, William H. Braunlich, James DeVries, Marjorie A. Kreps, Linda S. Lauer, Mary Kay Thayer

Members absent: None

1. Chair Bacarella called the meeting to order at 1:21 p.m.

The purpose of the meeting was to conduct a public interview with Dr. Kojo A. Quartey, finalist for the presidency of Monroe County Community College.

Chair Bacarella welcomed Dr. Quartey and explained the process of the interview which was designed to serve as a two-way exchange of information and perspectives. Chair Bacarella would act as moderator to monitor time allocations. Dr. Quartey was to be provided up to three minutes for an opening statement. Then each of the six trustees in rotation would ask two questions for a total of twelve questions. A two minute response for each question would be allocated. Following the board question and answer period, Dr. Quartey would be invited to pose questions to the board. Finally, Dr. Quartey would be provided with approximately three to five minutes for a closing statement.

The interview proceeded as directed.

A copy of the interview questions is attached and will be placed in the permanent board file.

It was moved by Mrs. Thayer and seconded by Mr. Braunlich that the meeting be adjourned. The motion carried and the meeting was adjourned at 2:08 p.m.

Respectfully submitted,

William J. Bacarella Jr.
Chair

Linda S. Lauer
Secretary

vdm

These minutes were approved at the June 24, 2013 Board of Trustees meeting.

Monroe County Community College Board of Trustees President Interview Guide

BOARD INTERVIEW

Candidate's Name: _____

Time and Date of Interview: _____

1. **Jim DeVries:** What are some of your experiences and expertise that would be of special value and relevance to the challenges and opportunities ahead for Monroe County Community College?
Follow up: What have you done to prepare yourself for the role of a community college president?
2. **Joe Bellino:** What is your management style and philosophy? Give us examples of your management style in action, including strategies you have used in decision making.
Follow-up: How do you promote and facilitate a sense of focus, unity and shared commitment among diverse stakeholders?
3. **Linda Lauer:** Please describe the most controversial administrative or ethical decision you have made at a community college, tell us why it was controversial, and describe how your ethical standards influenced your decision, and how you implemented it.
Follow up: What did you learn from it?
4. **Bill Braunlich:** How would your professional colleagues, faculty, administrators and staff describe your communication skills and strategies, both oral and in writing?
Follow up: Tell us about your ability to inspire? Your ability to explain complicated matters in understandable terms?
5. **Mary Kay Thayer:** What, in your opinion, are the most critical elements necessary to assure student success?
Follow up: Please describe a program that you have developed or implemented that specifically address improving student success?
Follow-up: What can be done to engage students in career planning at an earlier age?
6. **Marjorie Kreps:** We're in a very competitive environment for additional funding---- at the local taxpayer level and the state level. Financial support is vitally important to maintain access and tuition affordability for students. Can you tell us about your experience and success as an advocate for the community college mission and maintaining or increasing traditional financial support?

Follow-up: How would you prepare the college and the community to increase local tax support with a millage campaign?

7. **Jim DeVries:** Please give us some examples of collaborative efforts you have established with a) business; b) community organizations; c) local schools, colleges, and universities; and, d) local government.
8. **Joe Bellino:** Please talk about your friend-raising and fundraising experiences. What is your biggest success thus far in your career?
Follow-up: What new resource development strategies might you implement at Monroe County Community College?
9. **Linda Lauer:** What experience do you have dealing with the media? Have been ever been involved in a “media storm” in which successful public relations were critical to the college’s reputation? What did you learn?
10. **Bill Braunlich:** How do you plan to become involved professionally and personally in the life of our community?
11. **Mary Kay Thayer:** Please explain your experience working with a governing board? What is your understanding of the ideal board –president relationship? Please provide examples?
~~* **Follow up:** How does a president manage differences among board members and simultaneously promote respect, clarity, consistency and fairness?~~
12. **Marjorie Kreps:** Why do you want to serve as president of Monroe County Community College? What motivates you, personally and professionally? What challenges and opportunities in Monroe excite you the most?
~~* **Follow up:** How would you convince the community that “higher education” will “enrich their lives?”~~

*NOTE: Follow-up to questions 11 and 12 were not asked of any candidate.