

OPEN MINUTES OF THE JOINT SPECIAL MEETING
OF THE BOARD OF TRUSTEES
AND PRESIDENTIAL SEARCH ADVISORY COMMITTEE
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

Z257-258
La-Z-Boy Center
8:30 a.m., April 29, 2013

Members Present: William H. Braunlich, William J. Bacarella Jr., Joseph N. Bellino Jr., Linda S. Lauer, Mary Kay Thayer, James DeVries, Marjorie Kreps, Sue Vanisacker, Pam Urbanski, Lynette Dowler, Tom Scheer, Bryan Rorke, Mark Hall, Robert Clark, Alan Barron, David Waggoner, Mark Naber, Doug Chaffin, Michael Meyer, Christopher Holmes, and Victoria McIntyre (recorder)

Members absent: None

1. Committee Chair Braunlich called the meeting to order at 8:30 a.m. The purpose of the meeting was to conduct video interviews with semi-final candidates for the presidency of Monroe County Community College.

John Steinecke, ACCT representative (via Skype), addressed the committee to explain and answer questions regarding the process to be used for the interviews. ACCT provided members of the PSAC committee a "Candidate Interview Guide" containing 16 questions to be used for each interview. The guide was used as a script and was comprised of one question previously selected by each member of the committee from a list of questions provided by ACCT or an original question as vetted by the committee. Each committee member was to ask his/her question of each candidate. Strict adherence to the script was crucial so as not to leave room for accusations of favoritism.

After the semi-finalist was contacted via Skype, Chair Braunlich welcomed the candidate, introduced himself, explained the purpose of the conversation, the interview schedule, and the interview format. Each member of the search advisory committee participated in the interview and began by introducing himself/herself before asking the question specifically selected by him/her. Fifty minutes were allotted per candidate to answer each of the 16 questions asked by each committee member.

Candidates Dr. John Satkowski, Dr. Carlee Drummer, Dr. Karen Hays, Dr. Uptal Goswami, Dr. Renay Scott, and Dr. Kojo Quartey were interviewed via Skype. (Due to technical difficulties, Dr. Drummer's interview was conducted without a visual component.) The interviews averaged fifty minutes as planned, and they were concluded at 3:20 p.m. as scheduled. The interviews were taped by IT personnel Tyra Rosinski and Ben Andries.

Committee Chair Braunlich thanked the committee members for their participation in the interviews. He also explained the schedule for the next day, April 30. The remaining two semi-finalist interviews are set to begin at 8:30 a.m. and conclude at 10:20 a.m. A vote by the PSAC is expected to take place after the interviews to select finalists who will be recommended to the Board of Trustees for consideration at 5:00 p.m.

Chair Braunlich also proposed that the PSAC committee morph into a formal MCCC presidential transition and orientation committee with the goal of helping the incoming president feel welcome, become familiar with important contacts and relationships, conversant with college and community history, and generally feel surrounded by support and assistance to promote presidential success. The committee was receptive to the idea.

It was moved by Dr. DeVries and seconded by Mrs. Thayer that the meeting be adjourned.

The motion carried and the meeting adjourned at 3:37 p.m.

Respectfully submitted,

William H. Braunlich
Chair, Presidential Search Advisory Committee

Victoria McIntyre
Recorder

vdm

These minutes were approved at the May 20, 2013 Board of Trustees meeting.