

Initial Charge Meeting

March 13, 2009

1:30pm

Welcome and Introductions

The Chancellor Search Committee convened for its first meeting on Friday, March 13, 2009 at 1:30 p.m. in the Alumni/Foundation Event Center Boardroom. The meeting was called to order by Dr. Franklin McCain, Chair of the Search Committee.

Dr. McCain welcomed everyone to the meeting and noted that while it was not an open forum with full audience participation, he would keep discussions open as much as possible. He further noted that there would be public forums in the near future where all comments and questions would be welcomed.

He recognized representatives from the local media, which included: Joe Killian, Greensboro News & Record; Chris Petersen, WXII-TV; WFMY News 2; Kira Mathis, News 14 Carolina; Yasmine Register, Carolina Peacemaker; Paul Clark, Rhinoceros Times; Matt Evans, Triad Business Journal; Dexter Mullins, The A&T Register; and the A&T TV Station.

Dr. McCain stated the agenda items for the meeting and allowed each member of the Search Committee to briefly introduce themselves to the audience. The Search Committee members by category include:

Student Government Association Representative

- Marcus Bass, President

Faculty Representatives

- Dr. Linda Callahan, President, Faculty Senate
Professor of Journalism and Mass Communications
- Dr. Stephanie Luster-Teasley
Assistant Professor of Civil Engineering

Staff Representative

- Harry 'Hap' Giberson, Chair, Staff Senate
University Engineer

North Carolina A&T State University Alumni Association Representative

- Pamela Johnson, National President

External (Community) Representatives

- Henry Isaacson, Attorney
- Melvin Swann, Jr., Retired Public School Administrator
- Dr. Carolyn Turner, Retired Professor, Researcher and Associate Dean

Board of Trustees Representatives

- Dr. Franklin E. McCain, Sr., Chair
- Pamela McCorkle Buncum, Vice Chair
- D. Hayes Clement, Member
- Dr. Velma Speight-Buford, Member

Dr. McCain extended a special welcome to the members of the Search Committee and indicated the importance of adherence to the process before them. He stated that the members of the Search Committee were selected in accordance with the University of North Carolina Search Process and in consultation with President Erskine Bowles.

Dr. McCain stressed that the confidentiality requirements should not be viewed as a roadblock, but rather as the protection of secrecy for the candidates. He said that he will try to allow communications of Search Committee actions to be as public as possible.

Dr. McCain then introduced Ms. Ann Lemmon, Associate Vice President for Human Resources and liaison from The University of North Carolina General Administration, to review the search process.

Ms. Lemmon said that there were four primary areas she wished to cover: 1) confidentiality; 2) search firms; 3) public forums, and 4) the development of position specifications.

Ms. Lemmon shared information about the Opening Meetings Law and Public Records. She stated that Search Committees are required by law to conduct the meetings in open session as well as being required by law to protect the confidentiality of candidates. At times the Committee will go into close session.

Ms. Lemmon stated that another matter that pertains to the confidentiality issue is the spokesperson role, and for matters of clarity, it is requested that Dr. Franklin McCain be the only official spokesperson. She read the Confidentiality Agreement and stated that it must be signed by each member of the Search Committee.

Dr. McCain cautioned that committee members that give information to the media should voluntarily write their resignations or have a resignation written for them.

Ms. Lemmon said that the role of the Search Committee is to identify finalists who will then be approved by the Board of Trustees. The Board of Trustees would forward their recommendations to President Bowles who would make the final decision. President Bowles' decision is then submitted to the UNC Board of Governors for approval. Therefore, the role of the Search Committee is advisory in nature.

Ms. Lemmon stated that a designated site will soon be available on A&T's website for updates and information about the Chancellor Search. All information that is public record will be available through that site

Discussion on Search Firm

- Dr. McCain shared that to find suitable candidates, many universities use search firms which has advantages and disadvantages. A firm would assist the Committee with reviewing nominations, applications and screening the applicants. He mentioned that the committee members would have to work harder if there is no firm; however having a firm ties the committee to a finite list of names and less control of timetables.
- Dr. McCain stated that the cost of the 2006 Search Firm was over \$90M and equated that figure to the possible opportunity for 12 scholarships.
- Dr. Speight-Buford added that the cost of the 2006 search firm was closer to \$195M once travel and other expenses were added to the total amount. She added that looking back to 2006, many of the nominees were suggested by Faculty, Staff, Alumni and others, and then recommended that the committee use A&T official website, mail and phone input for the search selection this time.
- Following brief discussion about the pros and cons of using a firm, Dr. McCain opened the floor for a motion regarding the hiring of a search firm. Dr. Turner made a motion that the Search Committee does not employ the services of a search firm for this 2009 search process. The motion was seconded by Dr. Callahan and received unanimous approval. Mr. Giberson requested an amendment to the motion to allow the committee to change their minds about the hiring of a search firm later in the process, if necessary. The amended motion was accepted. Dr. McCain iterated that the record will show unanimous approval that the committee will not use a search firm.

Planning for Public Forums

- Dr. McCain asked committee member's thoughts on public forums and opened the floor for discussion.
- Dr. Speight-Buford cited some history relating to the 2006 forums. She said that the public forums were organized in five categories in correlation with the various constituents represented in the makeup of the Search Committee. There were public forums for the faculty, staff, students, alumni and the community-at-large. She added that all forums should be scheduled within a two week span.
- Dr. McCain appointed the following public forum subcommittee:
 - Dr. Luster-Teasley, Subcommittee Chair
 - Dr. Linda Callahan
 - Dr. Velma Speight-Buford
 - Marcus Bass
- Dr. McCain invited Mrs. Mable Scott, A&T University Relations, to demonstrate the Chancellor Search Website and discuss the toll free phone line. She stated that the website will highlight key ways to contact the search committee and will be available for public access on Monday, March 16, 2009. She shared the following contact information:
 - Email Chancellor Search Committee at chansrch@ncat.edu
 - Call toll free at 1.866.518.6792
 - Correspondence may be mailed to:

The Chancellor Search Committee
P. O. Box 5171
Greensboro, NC 27435

Charge to the Chancellor Search Committee by President Erskine Bowles

- Dr. McCain acknowledged the presence of Erskine Bowles, President of the UNC System, and asked that he be next on the agenda for timeliness and to ensure he is heard by the audience. Dr. McCain then introduced President Bowles to issue the charge to the Chancellor Search Committee.
- President Bowles thanked the Chair, the Search Committee members for agreeing to serve on the committee, and the audience for their attendance. He briefly introduced himself as a Greensboro native and someone who cares about A&T. He said he did not expect to be back so soon in search of another Chancellor; however he understood Chancellor Stanley Battle's desire to leave A&T due to family and personal reasons. President Bowles thanked Chancellor Battle in two areas; for cleaning up inherited financial problems and for raising academic standards. President Bowles stated that the first question he will ask the Chancellor candidate is: Will they keep A&T's academic standards high?
- President Bowles charged the committee members to comply with UNC established codes and the laws of the land during the search process; to involve diverse members of the community; to allow the Chair to be the sole spokesman, to hold open forums for buy-in from students, faculty, staff, alumni and the community.
- President Bowles said the selection process will narrow the field of candidates and that the committee should submit at least two finalists to the Board of Trustees. The Board of Trustees will send the finalists unranked for his decision.
- President Bowles stated that he will look for the following requirements for the next Chancellor of North Carolina A&T:
 1. Knows A&T – its strengths, weaknesses; can articulate a vision for where we can take it (can be a former student, someone who has been involved with A&T, or a candidate who has done their homework).
 2. Who will demand high standards for students, faculty and staff.
 3. Who will improve retention and graduation rates.
 4. Who will make sure every graduate have a diploma that is valued.
 5. Who has the passion of Dr. McCain and Dr. Speight-Buford, who cares a lot about A&T, and communicates this passion to the community at large in a contagious manner to get the community behind the university.
 6. A leader – someone the entire university community can get behind and want to support.
 7. A strong administrator, can right the fiscal ship, and insist on best practices in managing.
 8. As driven as Erskine is to push A&T upward and forward.
 9. proven fundraiser in securing outside capital.
 10. Experience is the name of the game – knows firsthand how to manage a complex organization.
 11. Who will look at UNCG as a cross-town neighbor, not as an enemy or a competitor, but as a partner.
- President Bowles promised that if there is adherence to these requirements, we will not be back anytime soon in search of a Chancellor. Dr. McCain indicated that the listed Chancellor criteria are the same as his and thanked President Bowles for presenting the charge to the Search Committee.

Development of Position Specifications

- Ms. Lemmon distributed and briefly discussed a sample Leadership Statement and published Position Specification from the 2006 selection process as homework for the committee to review. Dr. McCain appointed the Trustee Board Vice Chair, Pamela Buncum, to lead the development of the 2009 Leadership Statement and Position Specification.
- Ms. Lemmon added that the position specifications are important part of the process because it will entail the main selling points for the position. The specifications will attract candidates and motivate them to look more closely at North Carolina A&T to see if their qualifications and experience would be a fit. The description would be posted on the website and will draw interested persons to learn more about A&T.
- Dr. McCain asked the committee members about scheduling of the next meeting. Ms. Lemmon provided a sample schedule worksheet which simplifies the process of scheduling all required meetings. Dr. McCain asked if Monday meetings were acceptable with the committee members and if March 30th would be a suitable date for the next meeting. All agreed.
- Dr. McCain stated that the Search Committee would have its next scheduled meeting on Monday, March 30, 2009 at 2:00 – 4:00 p.m. There being no further items for discussion, the meeting was adjourned.

Respectfully submitted,
Sandra W. Jones
Assistant to the Chancellor Search Committee