

APPROVED MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES  
OF THE COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB

A Special Meeting of the Board of Trustees of the Community College District of the County of Macomb was held Tuesday, February 23, 2016 at 6:00 p.m., in Room 109, Professional Development Center, University Center, Center Campus, 44575 Garfield Road, Clinton Township, Michigan regarding the presidential succession process.

1.0 CALL TO ORDER

The meeting was called to order by Chairperson Kelly at 6:30 p.m.

2.0 ROLL CALL

Present: James F. Kelly, Chairperson  
Jennifer Haase, Secretary  
Frank Cusumano, Trustee  
Elizabeth Lucido, Trustee

Absent: Vincent Viviano, Vice Chairperson  
Roseanne DiMaria, Treasurer  
Joseph DeSantis, Trustee

Also present: Sharon Kowal, Executive Administrative Assistant to the President  
Hunter L. Wendt, General Counsel/Executive Director, College Police

3.0 APPROVAL OF AGENDA

MOTION by Haase, supported by Lucido, to approve the agenda as presented.

Motion carried.

4.0 AUDIENCE PARTICIPATION

None.

5.0 PRESIDENTIAL SUCCESSION PROCESS

Trustee Kelly handed out the copies of the Request for Proposals (RFP) and the list of the Search Committee members that were used during the last presidential search in 2007. Mr. Wendt provided a brief overview of the process used in 2007. He described the purpose of a search firm. The search firm takes their direction from the board. To help make it an organized process they help develop; criteria for the position; the profile of an ideal presidential candidate; advertisements and where to place them, and discuss the composition of a search committee. Trustee Kelly said during the last search the board selected three firms to make a presentation and allotted some time for questions and answers.

5.0 PRESIDENTIAL SUCCESSION PROCESS (continued)

Trustee Kelly gave an explanation of the role of the Search Committee. He said colleges do not use a full quorum of the board on the search committee because the committee does not make the real decisions. The search committee reviews all of the applicants and narrows down the pool. They interview the remaining people and then recommend three or four of them to the board. The board interviews the finalists and makes the ultimate decision.

Trustee Kelly stated they do not have to use a search firm and could designate someone in the college to do the work. There was some discussion about doing the work internally, but it was decided not to use a current employee in this process.

Trustee Kelly said another option would be to hire an independent consultant, such as a retired college president. Other possibilities include approaching universities that have leadership development programs and ask if they would be interested in bidding. There are multiple ways the process can be conducted but the value of hiring an outside person is that it lends credibility to the process and contributes to transparency.

Discussion continued on other possible hybrid processes. Mr. Wendt pointed out that one important criteria on a search is, consistent with the Open Meetings Act, that an applicant is allowed to request their application be kept confidential.

Mr. Wendt explained there is a significant amount of secrecy in this process so by using an independent consultant all the resumes would be mailed directly to their address. The resumes would not be shared until the committee met as a collective body. There was further discussion on the uses of a search firm/independent consultant. It was decided to structure the RFP to include firms and individuals.

Trustee Cusumano asked what process Oakland University used to hire their new president. Mr. Wendt said that he would contact their General Counsel and let the board know.

It was decided to review the RFP from 2007 and see if anyone had any changes. The board requested Mr. Wendt to add in general language that states the RFP can be accepted, rejected; any and all parts. They also requested some language to be changed to say "a firm or individual." The decision was made to have the RFP's returned to Mr. Wendt's office and if any questions came up they would be referred to him as well.

The trustee can bring any names/firms they would like to be added to the RFP distribution list to the March 15 board meeting.

The return date for responses was set for April 15, 2016.

5.0 PRESIDENTIAL SUCCESSION PROCESS (continued)

MOTION by Cusumano, supported by Haase, that the Board of Trustees approve the General Counsel to revise the RFP used for the 2007 presidential search and present it to the board for approval on March 15 along with a proposed list of recipients to which the board may add individuals or firms for consideration to approve.

ALL IN FAVOR:

Ayes: Cusumano, Lucido, Haase, Kelly

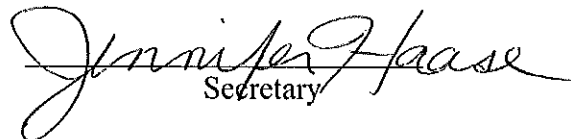
Nays: None.

Absent: DeSantis, DiMaria, Viviano

6.0 ADJOURNMENT

MOTION by Lucido, supported by Haase, to adjourn the meeting.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB  
BOARD OF TRUSTEES

  
Secretary