



DRAFT

**MEETING MINUTES
UNIVERSITY OF MARY WASHINGTON
BOARD OF VISITORS
PRESIDENTIAL SEARCH ADVISORY COMMITTEE
SEPTEMBER 16, 2015**

Committee Members Present:

Holly T. Cuellar '89, Rector and Chair
Tara C. Corrigan '82
Theresa Y. Crawley '77
Rita F. Dunston
Christopher J. Garcia
Mark S. Ingrao '81
Sabrina C. Johnson
Kenneth J. Lopez '92
Venitta C. McCall
Kathleen S. Mehfood '70
Timothy M. O'Donnell
Fred M. Rankin III
P. Anand Rao
Erika P. Spivey '11
Hannah P. Tibbett
Kenneth D. Tyler
Martin A Wilder, Jr.

Committee Member Absent:

Jay Sinha '07

Presidential Search Consultant Present:

Martin M. Baker, Senior Vice President, Baker & Associates LLC

Legal Counsel Present:

Ronald C. Forehand, Senior Assistant Attorney General/Chief, Education Section

Also Present:

Zafeer Mobashar, Audio Visual Technician

Call to Order and Introductions

Rector Cuellar called the meeting of the Presidential Search Advisory Committee (PSAC) to order at 2:03 p.m. in the Minor Board Room of the Jepson Alumni Executive Center. She welcomed committee members and thanked them for their commitment to the search process. She noted that the engagement of all members is inspiring and that she is ready for the next phase of the search.

Approval of Minutes

Mr. Rankin made a motion, seconded by Mr. Ingrao, to approve the draft minutes of the August 5, 2015 meeting of the Presidential Search Advisory Committee, as presented. The motion was approved by unanimous consent. Minutes will be forwarded to the Board of Visitors for final approval and adoption into the record.

Board of Visitors Retreat Feedback

Rector Cuellar noted that the Board of Visitors expressed its gratitude to the Presidential Search Advisory Committee for its hard work and dedication. In addition, the Board has determined that there will be a joint meeting between the Board of Visitors and the Committee to “pass the baton” once the final candidates have been identified. This will ensure that the Board of Visitors, which is charged with appointing the president, will have the fullest possible understanding of the candidates recommended by the Committee and can engage in substantive dialogue with Committee members regarding the process used to reach that point in the search. That meeting will take place at the appropriate date yet to be scheduled, perhaps as soon as January 2016.

Confidentiality Agreements

Martin Baker and Senior Assistant Attorney General Forehand provided a Confidentiality Agreement that they had jointly developed. This agreement will ensure that the identities of candidates are not revealed during the search or, in the case of non-selected candidates, after conclusion of the search. It was noted that the same agreement would be expected by any individuals outside the Committee or the Board of Visitors who might be invited to meet candidates. It was also suggested that, should Committee members receive inquiries about the search process, individuals should be directed to the presidential search website for the latest information. Following the discussion, members of the Committee signed individual copies of the Confidentiality Agreement. The agreement will be placed on the search website. The Clerk of the Board of Visitors will maintain the signed copies.

Presidential Leadership Statement

Rector Cuellar thanked Martin Baker for his attention and dedication to the many presidential search forums that were held at UMW August 25-27. She also thanked members of the Presidential Search Advisory Committee who participated in the forums. She noted that listening to all of the input from the forums made her even more proud to be part of the

University community and that she was touched by the level of dedication to UMW by students, faculty, staff, alumni, and community leaders.

Mr. Baker commented that the three days spent at UMW in August were highly productive. A great deal of information was gleaned from the forums and that information has been combined with feedback from the online stakeholder input forms that have been received. Mr. Baker then reviewed a composite document he had compiled entitled “Feedback from Stakeholders: The Role of the President.” Eight common themes emerged from the input: Vision; Administrative Management; Fundraising; Advocacy; Guardianship; Constituent Relations; Collaboration; and Participation. These themes formed the pillars of the Leadership Statement, a draft of which was shared and reviewed with the Committee.

Members of the Committee engaged in extensive discussion of the draft Presidential Leadership Statement. Through this process, a number of changes, additions, and revisions were suggested to further develop and refine the statement. These included the following:

- Greater focus on the character and uniqueness of students who attend UMW, as well as the distinctive recognitions of the students (e.g. Peace Corps volunteers).
- Strengthening focus on student/faculty relations.
- Importance of the appreciation of diversity and student engagement.
- Further development of the description of Brompton.
- Emphasis on the extent of recent facilities projects and more photos of them.
- Stronger statement of challenges and opportunities before the next president.
- Greater sense of leadership priorities.
- Create a sense of expectation of action and not simply maintaining status quo.
- Greater sense of inspiration and shared vision.
- Bring final piece into congruence with UMW brand identity, including stronger visual impact and images featuring people.

There was a strong consensus that the common themes articulated in the “Feedback from Stakeholders” document should be incorporated into the leadership statement. These themes, or pillars, should be presented in priority order as identified by the Committee, with the skills and qualifications for the president incorporated within each. The top five priorities in order were Vision, Guardianship, Fundraising (Resource Development), Advocacy, and Collaboration.

The Presidential Leadership Statement was to be revised by Mr. Baker, utilizing the Committee’s feedback, for presentation to the Board of Visitors at its meeting the following day, September 17. Once endorsed by the Board of Visitors, it will be forwarded to UMW Design Services to be developed into a format consistent with the institutional brand identity.

Next Steps

Rector Cuellar reviewed a timeline of upcoming Committee activities and expectations, outlining tasks to be completed on a weekly basis prior to the next scheduled meeting on November 17,

2015. In addition, Mr. Baker shared the first draft of a matrix for reviewing and evaluating candidates by Committee members. This draft will be revised and a second draft will be sent to Committee members prior to the beginning of the candidate review process. Committee members will also receive login information for the Baker and Associates secure website for reviewing candidate credentials. The November 17 meeting of the Committee will include time for interview preparation.

Once the Presidential Leadership Statement is finalized, it will guide the cultivation of a strong pool of candidates by Baker and Associates. The statement will be posted on the presidential search website and will be sent to all members of the UMW community and to others who participated in the on-campus forums.

Adjournment

There being no further items for discussion by the committee, Rector Cuellar declared the meeting adjourned at 4:03 p.m.