

Minutes are intended to note: (a) the date, time and place of the meeting; (b) those members of the public body who were present and those who were absent; and (c) the substance of all matters proposed, discussed and/or action was taken on. Minutes are not intended to be a verbatim report of a meeting. An audiotape recording of the meeting is available for inspection by any member of the public interested in a verbatim report of the meeting. These minutes are not final until approved by the Board of Regents at the June 2017 meeting.

**BOARD OF REGENTS and its
ad hoc GBC PRESIDENT SEARCH COMMITTEE
NEVADA SYSTEM OF HIGHER EDUCATION**

High Tech Center, Room 120
Great Basin College, Elko
1500 College Parkway
Thursday, March 9, 2017

Video Conference Connection from the Meeting Site to:
System Administration, Las Vegas
4300 South Maryland Parkway, Board Room
and
System Administration, Reno
2601 Enterprise Road, Conference Room

Regents Present: Regents' Committee
Mr. Sam Lieberman, Chair
Dr. Andrea Anderson
Mrs. Carol Del Carlo
Dr. Jason Geddes
Mrs. Cathy McAdoo
Ms. Allison Stephens

Other Regents Present: Dr. Patrick R. Carter

Members Present: Advisory Members
Mr. Gerald Ackerman, Community Member
Mr. Cristian Apolinar, Student Representative
Ms. Lisa Costa Campbell, Administrator
Dr. Jonathan Foster, Faculty
Hon. Chris Johnson, Community Member
Mr. Matt McCarty, Alumnus/IAC Chair
Ms. Katie McConnell Community Member
Mr. Kevin Melcher, Community Member
Mr. Bret Murphy, Faculty
Ms. Michelle Phay, Classified Council
Mr. Ben Reed, Community Member
Mr. Dave Roden, Community Member
Ms. Sonja Sibert, Affirmative Action (*Ex-officio*)
Dr. Laurie Walsh, Faculty
Mr. Norm Whittaker, Faculty
Mr. Tim Wichersham, Community Member
Mr. Jim Winer, Community Member
Ms. Mardell Wilkins, Administrator

Members Absent: Advisory Members
 Ms. Pam Borda, Community Member
 Ms. Mary Doucette, Faculty
 Ms. Katie Neddenriep, Community Member
 Mr. Rick Palagi, Community Member
 Mr. Jeff Zander, Community Member

For others present please see the attendance roster on file in the Board Office.

Chair Sam Lieberman called the meeting to order at 10:00 a.m. with all members present except Ms. Borda, Ms. Doucette, Mr. Melcher, Ms. Neddenriep, Mr. Palagi, Mr. Wichersham, Mr. Winer and Mr. Zander.

Chair Lieberman introduced and welcomed Regent Carter and Ms. Marti Cizek from Cizek & Associates.

Mr. Wichersham and Mr. Winer entered the meeting.

1. Information Only – Public Comment – None.
2. Approved – Minutes – The Committee recommended approval of the February 1, 2017, meeting minutes. (*Ref. GBC PSC-2 on file in the Board Office.*)

Regent McAdoo moved approval of the February 1, 2017, meeting minutes. Regent Geddes seconded. Motion carried.

Mr. Melcher entered the meeting.

3. Information Only – Chair’s Report – Chair Lieberman provided a report regarding the search process and related matters. Chancellor John V. White provided a report regarding the process by which the search consultant was selected.

Chair Lieberman thanked the Committee and advisory members for a very successful first meeting. The information gathered was provided to the search consultant to be utilized in the development of the President Leadership Profile.

Chancellor White reported 10 search firms provided proposals in response to the Request for Proposal (RFP) to engage with the Nevada System of Higher Education (NSHE) in searching for the next Great Basin College (GBC) President. A panel met and discussed the proposals with consensus that two stood out from the others. Cizek & Associates was chosen because of its strong proposal, past experience working with GBC and its extensive knowledge of the NSHE and the Nevada Open Meeting Law.

4. No Action Taken – President Search Process – Search Consultant Cizek led a discussion on the president search process and the total number of finalists to be brought to the Committee for in-person interviews. Chief of Staff (COS) Dean J. Gould provided a proposed timeline for the search.

Search Consultant Cizek reported her firm has already begun gathering important data to be included in the President Leadership Profile. Cizek & Associates will perform the following duties:

- Develop recruitment materials.
- Assist with advertising.
- Assist with the President Search Website.
- Identify potential candidates and source universe.
- Seek out and actively recruit qualified professionals including those from diverse backgrounds.
- Screen and evaluate all applicants including those generated from the advertising efforts.
- In concert with the Chancellor, conduct confidential semi-finalist candidate interviews.
- Conduct comprehensive reference checks on the finalist candidates.
- Provide a confidential reference report on the finalist candidates to include a workplace behavior assessment.
- Assist with logistics of interviews and travel arrangements.

Search Consultant Cizek stated it was an aggressive timeframe but she was optimistic it could be done with a favorable outcome.

COS Gould proposed the following tentative search timeline:

- April 24 & 25, 2017, campus forums.
 - The following public body groups are subject to the OML: Foundation; Institutional Advisory Council; and the Student Government Association.
- April 26, 2017, finalist interviews and recommendation by the Committee.
- May 1, 2017, Special Board of Regents' meeting to consider the approval of the Committee's recommendation.

5. Approved – President Leadership Profile and Related Materials – The Committee recommended approval of the Presidential Leadership Profile, as written, with the amended changes and to authorize the search consultant, in consultation with the Chair and the Chancellor, to make revisions as appropriate based on the comments received. (*Ref. GBC PSC-5 on file in the Board Office.*)

Search Consultant Cizek reported the feedback provided at the last meeting was incorporated into the President Leadership Profile. The comments that were not included

5. Approved – President Leadership Profile and Related Materials – (Continued)

will be used as Cizek & Associates begins recruiting applicants and reviewing background information.

The Committee, advisory members, and the search consultant reviewed the draft of the proposed President Leadership Profile and suggested the following changes:

- Remove the word “urban” from the fourth paragraph in the overview section.
- Clarify that GBC is accredited as a four-year institution in the sixth paragraph in the overview section. The exact accreditation wording will be provided by campus personnel.
- Use terminal degree as required and doctorate as preferred.
- Teaching and administrative experience required.
- The vision of strategic growth should be emphasized.
- Safety and security should be included.
- Remove “understanding and successful advocacy” and replace with “successful relationships” in the communication section.
- Add the ability to collaborate in the administrative experience section.

Search Consultant Cizek noted the purpose of minimum qualifications is to cast a broad net to be more inclusive in order to capture unique individuals that may be worthy of being included in the pool. For example, someone may be in the process of obtaining a terminal degree.

Regent McAdoo moved approval of the Presidential Leadership Profile, as written, with the amended changes and to authorize the search consultant, in consultation with the Chair and the Chancellor, to make revisions as appropriate based on the comments received. Regent Del Carlo seconded.

Advisory members asked for clarification on the minimum and preferred qualifications. Search Consultant Cizek recommended a terminal degree not be included as a minimum. COS Gould clarified that Search Consultant Cizek preferred a broader scope but that she has heard and understands the advisory member's concerns as it relates to the minimum and preferred qualifications. Search Consultant Cizek reiterated the broader scope is only to allow unique individuals that may be in the process of a terminal degree.

Motion carried.

6. No Action Taken – Advertising Options – The Committee and advisory members, along with the search consultant discussed the advertisement and publications in which to place the GBC President advertisement. (Refs. GBC PSC-6a and GBC PSC-6b on file in the Board Office.)

4. No Action Taken – President Search Process – (Continued)

Search Consultant Cizek stated the publications listed are customary and she recommended using the online editions.

Chair Lieberman reopened the item to discuss the total number of finalists to be brought to the Committee for in-person interviews. Search Consultant Cizek recommended a range of three to four finalists for in-person interviews.

COS Gould stated the Committee will discuss a number of interview questions on April 26, 2017, to determine which will be asked of each candidate. Follow-up questions are allowed as the Committee sees fit.

7. Information Only – New Business – None.

8. Information Only – Public Comment – None.

The meeting adjourned at 11:15 a.m.

Prepared by:

Angela R. Palmer
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to the Board of Regents

Submitted for approval by:

Dean J. Gould
Chief of Staff and Special Counsel
to the Board of Regents