

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 March 2017 meeting.

**BOARD OF REGENTS and its
ad hoc DRI PRESIDENT SEARCH COMMITTEE
NEVADA SYSTEM OF HIGHER EDUCATION**
Southern Nevada Science Center, Rooms 181 and 182
Desert Research Institute
755 East Flamingo Road, Las Vegas
Wednesday, August 17, 2016

Video Conference Connection from the meeting site to:
Desert Research Institute – Reno
Stout Conference Center, Rooms A/B
2215 Raggio Parkway

Members Present: Regents' Committee
Dr. Jason D. Geddes, Chair
Mr. Cedric R. Crear
Mr. Robert M. Davidson
Mr. Kevin C. Melcher
Ms. Allison A. Stephens
Mr. Michael B. Wixom

Members Present: Advisory Members
Dr. Kumud Acharya, Faculty
Dr. Braimah Apambire, Administrator
Mr. Michael Benjamin, Community Member
Mr. Mark Bruce, Community Member
Dr. Mary Cablk, Faculty
Ms. Kelsey Carter, Affirmative Action (*Ex-officio*)
Ms. Jenny Chapman, Faculty
Ms. Dawn Coots, Technologists Advisory Council
Mr. Chuck Creigh, Community Member
Dr. Jack Gillies, Faculty
Mr. Steven Gronstal, Student Government/GRAD
Dr. Joe Grzynski, Administrator
Mr. Steve Hill, Community Member
Mr. Kenneth G. Ladd, Community Member
Mr. Holger Liepmann, Community Member
Mr. Brian Speicher, Faculty
Ms. Stephanie Tyler, Community Member
Dr. Eric Wilcox, Faculty
Ms. Missy Young, Community Member

Members Absent: Advisory Members
 Dr. Jay Arnone III, Faculty
 Mr. John Entsminger, Community Member
 Dr. Joe McConnell, Faculty

Others Present: Mr. John V. White, Chancellor
 Mr. Dean J. Gould, Chief of Staff and Special Counsel to the Board of Regents
 Ms. Brooke A. Nielsen, Vice Chancellor, Legal Affairs

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

Chair Jason D. Geddes called the meeting to order at 1:00 p.m. with all members present except Regent Allison A. Stephens, Dr. Jay Arnone III, Mr. John Entsminger and Dr. Joe McConnell.

1. Information Only - Public Comment - None.

2. Approved – Minutes – The Committee recommended approval of the June 1, 2016, meeting minutes. (*Ref. DRI PSC-2 on file in the Board Office.*)

Regent Wixom moved approval of the June 1, 2016, meeting minutes. Regent Crear seconded. Motion carried. Regent Stephens was absent.

3. Information Only – Chair’s Report – Chair Jason D. Geddes 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. Chancellor White reported 50 firms were solicited to complete the search for the DRI President. Nineteen (19) responses were received and reviewed in detail by the selection committee. The unanimous decision was to hire Witt/Kieffer.

Regent Stephens entered the meeting.

Chancellor White introduced search consultants Mr. Brian Bloomfield and Dr. Zachary Smith from Witt/Kieffer.

Chief of Staff Dean J. Gould provided Open Meeting Law reminders.

Regent Crear asked for the cost of the contract with Witt/Kieffer. Chief of Staff Gould provided the following:

Professional Fee

- Thirty-one (31) percent of first year’s total cash compensation.
- Minimum fee of \$60,000 with a cap of \$120,000, plus expenses.

Office Expenses (*paid with the first bill*)

- One-time fee of \$8,900.

3. Information Only – Chair’s Report – (Continued)

Out of Pocket Expenses (*billed monthly*)

- Candidate and consultant travel expenses and accommodations.
- Video-conferencing fees.
- Federal Express mail fees.
- Interview costs.
- Advertising costs.

Chief of Staff Gould stated payments will be made at 30 days, 60 days, 120 days and a final reconciliation at the end.

4. No Action Taken – President Search Process – Mr. Bloomfield and Dr. Smith led a discussion on the president search process and proposed timeline for the search. (*Ref. DRI PSC-4 on file in the Board Office.*)

Mr. Bloomfield reviewed the proposed timeline for the search. He noted it was an aggressive timeline, but completely achievable.

Chair Geddes asked for the Committee’s thoughts on the number of semi-finalists to be brought forward to the Chancellor and the number of finalists to be brought before the Committee for a final interview. Mr. Bloomfield stated Witt/Kieffer would bring 15-20 to the Chancellor and then the Chancellor would interview those that best fit DRI based on the quality of the pool.

Regent Melcher asked Mr. Bloomfield how Witt/Kieffer interviews semi-finalists. Mr. Bloomfield stated it would be a live interview with the Chancellor. Regent Melcher was concerned the System would be in the legislative session during the interview timeframe and suggested Skype not being ruled out for use during the semi-finalist interviews.

Regent Stephens stated she saw no reason to waste resources when technology is available for use. Regent Stephens asked about the communication updates as they relate to the candidates coming before the Committee. Chair Geddes stated updates provided to him would be process related on how the search is progressing. Regent Stephens clarified the final candidate decisions will be solely made by Chancellor White without any consultation with Chair Geddes.

Chair Geddes asked the Committee how many final candidates they would like Chancellor White to bring forward. Regent Crear stated it is important to note the names of finalists are made public at the time they are announced. Chair Geddes stated he would like to see three finalists come before the Committee, but would leave it to the Chancellor’s discretion within a range of two to four. Regent Wixom believed being a part of a smaller group does not present as many issues in the candidate’s present position as it does when they are a part of a larger group.

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

Regent Melcher preferred to see three final candidates but allow flexibility in case the Chancellor would like to increase that number.

Chair Geddes reiterated a target of three final candidates with a range of two to four final candidates at the discretion of the Chancellor. Regent Stephens strongly preferred three final candidates.

Mr. Mark Bruce asked what happens if the Committee goes with two finalists and one withdraws. Chancellor White stated he would need guidance from the Committee as to whether it is comfortable with a single finalist. This is where the flexibility of the number within the finalist pool would come into play based on the quality of the pool.

Mr. Bruce stated candidates may not be familiar with the distinct structure of DRI and asked if that would factor into whether candidates may drop out later in the process. Mr. Bloomfield stated that while DRI has a distinct identity, there are many institutions facing similar challenges, so he did not see it as an impairment.

Regent Melcher suggested Chair Geddes be consulted on the number of candidates being considered in the finalist pool.

Chair Geddes pointed out that once finalists are named the search moves quickly in a tight timeframe so the candidate's exposure is limited.

5. No Action Taken – Advertising Options (Agenda Item #6) – The Committee and consultants reviewed the advertisement and publications in which to place the DRI President advertisement. (Ref. DRI PSC-6a & Ref. DRI PSC-6b on file in the Board Office.)

Mr. Kenneth G. Ladd pointed out that certain contracts with government agencies require the DRI President to be a United States citizen.

Regent Stephens suggested resources related to Asian Americans and Pacific Islanders be included on the list.

Mr. Ladd asked if there was an option to print an advertisement in the diversity venues. Mr. Bloomfield stated there was and asked if there was one, in particular, he could check on. Mr. Ladd did not have one in mind but instead believed a printed advertisement was a good positive branding opportunity for DRI.

Regent Melcher asked if successful candidates come from advertisements out of publications or direct recruitment. Mr. Bloomfield responded approximately 90 percent come from direct engagement and outreach.

Regent Crear asked how the Committee would ensure it is receiving a broad base of candidates and just not people Witt/Kieffer has previously worked with. Dr. Smith responded that Witt/Kieffer does not have a group of candidates they work with. Every

5. No Action Taken – Advertising Options (Agenda Item #6) – (Continued)

search is launched from the ground up. A researcher will be assigned the search who will help identify the stars in the industry who may be interested in the DRI search. Witt/Kieffer strives for quality and excellence.

Regent Stephens wanted to see outreach to individuals that may not otherwise be a part of a typical search.

Mr. Steven Gronstal felt the American Physical Society would be more applicable than the American Astronomical Society.

6. No Action Taken – President Leadership Statement and Related Materials (Agenda Item #5) – The Committee reviewed the proposed leadership profile and directed the search consultant to make revisions to the proposed leadership profile based on comments received at the meeting and comments sent electronically by Tuesday, August 23, 2016, for review and final approval by the Chancellor. (*Ref. DRI PSC-5 on file in the Board Office.*)

The Committee and advisory members, along with Mr. Bloomfield and Dr. Smith, reviewed the preliminary draft of the proposed leadership profile for the DRI President Search and recommended the following changes:

- Include a separate bullet point for relationships with the other NSHE institutions.
- Include a separate bullet point for outreach at DRI.
 - Breakout K-12 outreach.
 - Add secondary outreach.
- Add citizenship requirement.
- Move mention of strong ability to grow and commercialize federal grants, sponsored research, and philanthropic grants towards the beginning of the document and include it in the advertisement.
- Desert Research Corporation should play a more important role.
- A terminal degree should not be a mandate. DRI needs a strong leader.
- Exposure to international business and science.
- Numbers included in the document should be fact checked to be the most up to date.

Chair Geddes reiterated additional comments should be directed to Mr. Bloomfield and Dr. Smith at the search email address by Tuesday, August 23, 2016, to incorporate into the final document.

Chair Geddes stated the next meeting would be held in Reno to interview the final candidates.

7. Information Only – New Business – None.

8. Information Only – Public Comment – None.

The meeting adjourned at 2:23 p.m.

Prepared by:

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Submitted for approval by:

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