

SUMMARY MINUTES

**Presidential Search Committee
H. Manning Efferson Student Union
Grand Ballroom, FAMU Campus
Wednesday, December 5, 2012**

Chairman Karl White called the meeting to order at 8:45 a.m. He thanked the members of the board that joined the meeting and noted that this is the first opportunity for the search committee to meet formally with the Executive Search Committee, Greenwood/Asher and Associates, Inc. Chairman White welcomed Mrs. Marion Frenche and Mrs. Julie Holley from the Greenwood/Asher & Associates, Inc. Executive Search Firm.

He recognized Attorney Fuse-Hall for the roll call. The following committee members were present: Vice Chair Spurgeon McWilliams, Trustee Solomon Badger, Trustee Torey Alston, Trustee William Jennings, Mr. Tommy Mitchell, Trustee Marjorie Turnbull, Trustee Narayan Persaud, and Trustee Marissa West. Dr. Manoj Chopra joined by phone. A quorum was established. Other trustees present were: Trustee Cleve Warren, Trustee Kelvin Lawson, Trustee Charles Langston and Trustee Rufus Montgomery.

Trustee Turnbull moved the approval of the October 31, 2012, minutes. The motion was properly seconded and it carried.

Chairman White thanked the members of the various subcommittees who have been working diligently since the committee was convened, to ensure that the Board's request for a swift but efficient progress sets the course for this search to yield a selection before the beginning of the next fiscal year. He also thanked the trustees, members of the FAMU Foundation Board of Directors, alumni, faculty/staff, students, business partners, parents and other University supporters that have completed the on-line surveys. He commended Trustee Alston on his leadership in the marketing and communications subcommittee. "You and your team have set the pace for thorough and excellent work product. The website is up and running; it's attractive and easy to access information. But, more importantly, you have assembled a great deal of information from stakeholders into a working document that each committee member, trustee and the executive search firm received yesterday".

Chairman White recognized Trustee Alston to summarize the survey information that his subcommittee has collected and monitored.

Marketing and Communications Subcommittee Report

Quickly, I'd like to summarize the information that you received yesterday. Let me preface my remarks with a few statements:

- The subcommittee received input from some colleagues on the board who participated in a few of our meetings to prepare the information as close as possible to the closing date of the survey; but, in advance of the board meeting, in order to get the most accurate picture of the opinions expressed in the survey.
- To accommodate that request, we asked the staff to prepare the information and distribute it on December 4th, which they did. This information was emailed to the members of this committee, including the advisory committee members, as well as the full board, Chancellor Brogan, President Robinson, and the search consultants.
- We also compiled the information that was written in the comments section without any edits. However it was typed into the system, that's how we put it on the information that we forwarded to you.
- We regret that the original document that you had with the demographic information contained a *format* error. We corrected it and forwarded the corrected copy to everyone.

- **SUMMARY OF STAKEHOLDER INFORMATION: - (Addendum A)**

- There were 1,521 participants in our survey. The demographic breakdown shows a diverse category of respondents to include (from highest to lowest):

▪ Alumni	929	61.1%
▪ Faculty/Staff	291	19.1%
▪ Students	207	13.6%
▪ Community	32	2.1%
▪ Business Sector	9	.6%
▪ Trustees	8	.5 %

Trustees responded which means 75% of the board participated in the survey)

- You can see the top five answers for the responses to each of the questions asked about the leadership qualities that are important in selecting the next president.
- I will not read each of these; the information is available for your review.
- Further, we have an array of written comments for each respective question as well. This combined with the comments that were recorded for the two public forums, provides a great deal of substance for the Qualifications and Criteria Subcommittee to work with the executive search committee to develop the job description and the leadership statement.
- Trustee Shannon and I will work to officially deliver the final data from my subcommittee to hers. The closing date for the survey is December 6th at 5:00 p.m.; therefore, we urge those of you who would like to complete it, just go to the University's website and click on the Presidential Search button.

There being no questions or comments regarding the Marketing and Communications Subcommittee report, Chairman White stated that in addition to the survey results, the input from the public forums participants will also assist the Qualifications and Criteria Subcommittee with its work to draft the job description and the Leadership Statement in conjunction with the Executive Search Firm.

Next, Chairman White introduced Ms. Marion Frenche and Ms. Julie Holley from Greenwood/Asher & Associates (the selected search firm) for their presentation. He stated that many of the board members had been contacted by the search firm in anticipation of this meeting to discern the expectations for the next president. We welcome their comments about the presidential search processes and their goals for this particular search.

Presentation by Ms. Marion Frenche and Ms. Julie Holley, Greenwood/Asher & Associates, Inc. Executive Search Firm

Ms. Frenche stated that she is very excited to be here and thankful to work with FAMU in their search for the next president. I have been engaged in executive search for over 14 years and have worked with 2 national and international firms prior to joining Greenwood/Asher & Associates 2004. The Firm is based in Florida and both owners are residents of Florida. Over the years, we have had the privilege

of working with other Florida Universities with their placement process, so we are very familiar with the sunshine laws. Greenwood/Asher also will work as a team to assist the Presidential Search Committee & Board of Trustees through this process. Ms. Frenche recognized Ms. Julie Holley for comments.

Ms. Holley provided background on the firm. Greenwood/Asher & Associates, Inc. partners, principals, consultants, and affiliates collectively have over 65 years of experience in global and national executive search. The geographic reach is about half of the United States. We have successfully completed over 1,000 searches and pride ourselves on the fact that 97% of our clients are repeat business. The Firm has completed searches for Commissioners, Chancellors, Presidents, Provosts, Vice Presidents, Vice Chancellors, Deans, School Superintendents, Endowed Chairs; cluster hires, and completed consulting assignments for the following types of institutions:

- AASCU Colleges and Universities
- AAU Universities
- Academic Health Centers
- Community and/or Technical Colleges Independent Colleges and Universities
- Historically Black Colleges and Universities
- K-12 Schools
- APLU Universities
- Public and Private Research Universities
- State College and University Systems and State Coordinating Boards
- Hispanic Serving Institutions

Greenwood/Asher & Associates, Inc. core values are built into all of our work. You can expect personal attention and accessibility with 24/7 access to the team, that focus on getting the job done and successfully completing assignment and a diverse pool of applicants that consists of 50% women and minorities to name a few.

Ms. Frenche provided a landscape of presidential searches in today's market. She presented the American College President Study published by the American Council on Education (ACE). The 2012 study shows a five year comparison (2006

& 2011) of the background and demographics, race, age, marital status, current position, years in current position etc. The data revealed that 77.7% are males and of this number 7.7% are African Americans which are usually at Bachelor's Institution. Their age ranges from 51-60 years of age and 86.7% are married. There are 98.6% serving in their current position as President/CEO/Chancellor of which 36.8% have served an average of 6-10 years in the position. The current term is 5 years. A copy of the complete report was shared with the Board of Trustees (Addendum B).

While the market is tight nationally for talent and does pose some challenges and opportunities, we are finding that most finalists are coming from non-traditional tracks around the country. The current trend shows that Presidents and Provosts are retiring, therefore leaving a void in promotional opportunities from Provost to President. Most universities are taking a broader look for leadership within the University, ie. Deans, Faculty, those who have come up through the ranks who position has touched throughout the university or outside the academy. However, there is less than 1% from outside academia that shows interest due to lack of understanding academics and what the university is looking for in the position description.

Greenwood/Asher approach isn't passive in that it doesn't wait for applicants to apply. We search for qualified applicants. We are very proactive to the university's presidential search. We work to recruit qualified candidates who can demonstrate success in leadership, management and development. Candidates will come into the application pool through various avenues. The first is through the advertisement, second, through nominations (third party) and third, through market segmentation which are the qualifications and criteria identified in the University's job description. Then the research will begin. As the facilitator, we understand that the Presidential Search Committee is the driver of this process. We will provide candidates to the Presidential Search Committee who will provide that information to the Board of Trustees.

The Board of Trustees, and the Presidential Search Committee discussed the leadership qualities for the next president with the executive search firm and agreed that the search will be broad (not limited to academia). Trustee Langston

stated that many presidents who did not come from academia have been successful. Therefore, he requested that someone research and provide a report on successes from outside academia. This would be beneficial as we move forward to know if what we are asking for is successful. Chairman White noted his request.

Chairman White thanked Ms. Frenche and Ms. Holley for their presence, and informative conversation. He announced that if anyone would like to nominate or apply for this position, please forward the requisite information directly to the Executive Search Firm. The staff will put their contact information on the Presidential Search website.

Chairman White provided the following closing remarks.

“There is a distinct difference between a candidate and a nominee. All nominations should be forwarded directly to the search firm. Our job as a search committee is to develop and attract a broad and robust pool of candidates for the board’s consideration. I appreciate the comments on finding the best candidate and not exclude anyone based on their non-traditional background. This is very important as we move forward in this process. As the Presidential Search Subcommittees move from various stages of their work into a more active role, the Marketing and Communications Subcommittee will work with the Qualifications and Criteria on transferring the survey comments. The Qualifications and Criteria Subcommittee will use this information as well as the public forum comments to draft the Job Description and Leadership Statement with assistance from the executive search firm. There is a lot of work to be done in a short period of time. The quicker we can get the Job Description and Leadership Statement out there, the sooner we can receive applications and begin the interview process. I will ensure that all Board members and members of the Presidential Search Committee are informed of all activity and meetings”.

Trustee Shannon asked what things the Board can do if any at this point, to support the process to attract the best qualified candidates. Ms. Frenche stated that the board could encourage nominations, and continue to market to your colleagues.

This is primarily the role of the Board while the search committee is doing its work. Continue to be great ambassadors.

There being no further questions of the search firm or business, the meeting adjourned at 9:45 a.m.

Respectfully Submitted,

Patricia Woodard

Patricia Woodard

Administrative Assistant

DRAFT