

MINUTES
Somerset Community College
Board of Directors
Special Called Meeting
January 10, 2018

Board Members Present:

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| Ms. Charlene Harris, Chair | Dr. Allison Cherry |
| Mr. Clay Parker Davis, Vice Chair | Ms. Nicole Disney |
| Ms. Donna Eastham, Secretary | Mr. Phillip Duncan |
| Ms. Shawn Anderson | Mr. Gary Napier |
| Mr. Jonathan Arnett | |

Board Members Absent:

Mr. Marshall Todd

Guests:

Dr. Jay Box, President of KCTCS
Mr. Jackie Cecil, System Director of Human Resources

CALL TO ORDER

Chair Harris called the meeting of the Somerset Community College Board of Directors to order at 1:00 p.m. in the Citizens National Bank Community Room in the Harold Rogers Student Commons. She welcomed all in attendance and introduced two new Board members; Dr. Allison Cherry and Mr. Phillip Duncan. Another new Board member, Mr. Marshall Todd, was unable to make the meeting. All three members were appointed effective November 3, 2017. In addition, Mr. Arnett and Mr. Napier were reappointed to the Board.

ROLL CALL

Chair Harris called upon Secretary Eastham to conduct a Roll Call. All members were present, with the exception of Mr. Todd, establishing a quorum.

PRESIDENTIAL SEARCH

Chair Harris stated the purpose of the Special Called Meeting, which is to start the process of the Presidential Search. She called upon Dr. Jay Box, President of KCTCS, and turned the meeting over to him.

Dr. Box began by expressing his personal thoughts and reflections of Dr. Marshall, what she has meant to the College and to him personally through the years, and that she deserves celebration in the upcoming months.

Dr. Box then reviewed the responsibilities of the Board of Directors for each College as stated under KRS 165.160. Primarily, he focused on the number one duty, which is to recommend one candidate for College CEO of three candidates. As the KCTCS CEO, he then hires the College CEO, but is not bound to the recommended one. However, Dr. Box stated that

he has gone through twelve searches and has not chosen anyone other than the candidate recommended by the Board of Directors.

A document detailing the Presidential Search timeline was distributed to Board members and Dr. Box reviewed the steps and the timeline that has been established for each step, with a selection of a screening committee being the first step. The screening committee is charged with the everyday process and is composed of the Board Chair who is the Chair of the committee, five community leaders, and five faculty and staff members. Dr. Box chooses the five faculty and staff members from a selection of those who self-nominate for the position.

Two workshops will be held, one for the screening committee and one for the College and Foundation Boards, to obtain information and perspectives on the position profile and competencies for the President/CEO. A search consultant will assist and advise during the process. In addition, faculty and staff have the opportunity to give input regarding competencies identified in the position profile through a college survey.

A national search is initiated through presidential search website, professional journals and external search consultant with the announcement of the position. Dr. Box and other KCTCS College Presidents will also assist in the recruitment of candidates. Local candidates (SCC, KCTCS and associates) are encouraged to apply.

After a set process of application review, a selection of candidates are invited to submit a video presentation, responding to questions provided by KCTCS. Dr. Box, two KCTCS College Presidents, and the Screening Committee review the videos, and then the applicant pool is narrowed to three to four candidates.

Before the finalists are chosen and have accepted an invitation to visit, the search process is confidential. The finalists are announced and, during their visits, there are forums with faculty, staff, students and the community. The SCC Board interviews the final candidates and uses evaluation sheets taken from the forums.

Subsequently, the SCC Board meets with Dr. Box to recommend a final candidate. Dr. Box contacts the candidate to ascertain their interest. Dr. Box informs the SCC Board of the candidate's interest. Dr. Box makes the offer to the final candidate. Mr. Duncan inquired about a nepotism policy and Mr. Cecil responded.

Dr. Box stressed that it is not in the best interest of the College to have a president who will only be here a couple of years. The College needs someone who has a long-term vision.

Dr. Box next gave the timeline for the search process, with the goal being the new president will assume their position by July 1. The start date is negotiable and Dr. Marshall is open to have an earlier retirement date. Mr. Davis asked if SCC would have a president if an earlier retirement date happens. Dr. Box responded that Dr. Marshall is the president until a transition is set for departure. An administrator may be in charge two to three weeks until the arrival of the new president.

Dr. Box stated that the final SCC Board recommendation is based upon a majority rule, but it is highly recommended that there is unanimous agreement in the vote out of executive session. Mr. Duncan asked if there will be guidelines for interviews, and Dr. Box responded that there will be set questions, but follow-up or related questions may be asked.

Mr. Duncan asked for Dr. Box's vision and biggest obstacles, other than budgetary. Dr. Box stated that this is the most difficult time across the nation to serve in leadership, but there are opportunities not threatened by challenges. The new president must understand the mission. SCC will never be a university; there is a need to state impetus on career and technical, which isn't particularly SCC's strength; focus on a well-trained and educated workforce; and efforts to recruit, retain and move to completion the adult learners sincere there have 30,000 adult learners lost in the last few years to workforce.

ADJOURNMENT

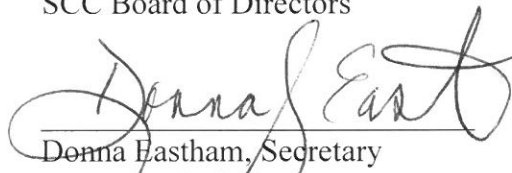
There being no further business, the meeting adjourned at 1:45 p.m.

5-10-18

Date Approved By
Board of Directors



Charlene Harris, Chair
SCC Board of Directors



Donna Eastham, Secretary
SCC Board of Directors