

University of Maine System
USM Presidential Search Committee
Meeting May 23, 2007
Committee Notes

Members Present: Trustee Wishcamper, chair
Henry Amoroso Jeanne Hulit
A. J. Chalifour Heather Monroe
Tara Coste Devinder Malhotra
Jim Dowe Misha Mytar
Jean Flahive
Stephen Houser

Consultant and Staff: Jim Appleberry
Tracy Bigney
Judy Ryan

The meeting opened with welcoming and introductory remarks from Trustee Wishcamper, Chair of the committee. Committee members then introduced themselves.

President and Chancellor-Elect Pattenaude delivered the charge to the committee on behalf of the chancellor. Committee members received copies of the charge. Dr. Pattenaude noted that a change in leadership is an opportunity and that the committee should not look for someone to replicate the current leader.

Ms. Sally Dobres, Director of Equity and Diversity for the University of Maine System, briefed the committee by phone on UMS guidelines for the search process and equal opportunity/diversity. Members received a summary briefing document and copies of the Maine Human Rights Commission Pre-Employment Inquiry Guide. Tracy Bigney provided an overview of relevant aspects of the Maine Right to Know Law regarding public proceedings.

Dr. Appleberry distributed and discussed the Presidential Search Committee Ethics Statement. Members signed the statement. Dr. Appleberry also reviewed guidelines regarding confidentiality regarding candidates. He encouraged members to communicate openly about the search process while maintaining confidentiality about candidates. The committee chair is the official spokesperson for the search and is the only member who will communicate with the media.

Trustee Wishcamper and Dr. Appleberry reviewed the search process and timeline and communication mechanisms with the committee. All members must make a commitment to attend all meetings of the committee. The committee reviewed the proposed search timeline and made adjustments to dates. There will be a confidential, password-protected website for use by committee members to access candidate files. USM will maintain a

website with search information for the community. The website will include items such as the ethics statement, the timeline, the profile; notes from each meeting and at the time of on-site interviews will include the resumes, itinerary and feedback forms. Committee members were cautioned not to use e-mail communication with each other regarding substantive search issues. A member who receives a communication to be forwarded to the committee should forward it to Dr. Appleberry.

Respectfully submitted,

Tracy Bigney