

UMA Presidential Search Committee Meeting
October 9, 2007
University College of Bangor
College Center

Members Present: Wick Johnson
Ann Blanke Charles Perry
Greg Fahy Tim Pinkham
Candy Guerette Claudia Quintal
Marge Medd Jon Schlenker
Josh Nadel Peter Thompson

Absent: Paul Mitchell

Also present: Julie Harrington, student alternate member
Chancellor Pattenaude
Terry MacTaggart, search consultant
Joyce Blanchard, committee staff
Tracy Bigney, committee staff

The meeting was called to order by Trustee Wick Johnson, Chair

Chancellor Pattenaude met with the committee to formally deliver the committee's charge. The Chancellor emphasized the importance of the work and the great responsibility that the committee has to forward 3 to 4 names to him with strengths and weaknesses as perceived by the committee. The Chancellor sees the most important characteristics from his perspective as understanding UMA, understanding baccalaureate education, skills in working with external constituents, and change management. He stated that he is not a part of the search process until the committee forwards the names to him, except that he will meet briefly with candidates during campus visits if he is available to meet all. Chancellor Pattenaude thanked the committee members for taking on the work of the search and for their commitment to a thorough, fair process. Committee members received copies of the written charge from the Board of Trustees and the Procedures for the Recruitment and Selection of Presidents.

Tracy Bigney, UMS Chief Human Resources and Organization Development Officer, briefed the committee on the principles of equal opportunity and affirmative action as they relate to the search. She noted that the key actions to complying with equal opportunity and affirmative action polices are also the important steps to conducting an effective search: developing the position responsibilities and the qualifications, abilities, skills and knowledge required of the successful candidate; casting a wide net to reach a diverse pool of potential candidates; developing criteria for rating candidates; treating all candidates alike; and documenting the decision based on the criteria. To assist committee members in carrying out their responsibilities, she distributed copies of the Maine Human Rights Commission Pre-Employment Inquiry Guide.

Ms. Bigney also briefed the committee on the requirements of Maine's Right to Know Law which provides that meetings of the Board of Trustees and its committees are public meetings unless the committee votes to go into executive session for one of the purposes allowed by law. Discussion of personnel matters is an appropriate topic for an executive session.

Dr. MacTaggart reminded the committee of the importance of confidentiality in its work and provided an overview of the day's process for selecting candidates for whom we will conduct reference checks and who will be invited to initial interviews. Committee members will be assigned to teams for conducting reference checks and summarizing notes. Teams will contact only references listed by the candidate and will also review search engines for information regarding the candidates.

On the motion of Josh Nadel, which was seconded, the committee went into executive session under the provisions of 1 MRSA section 405 #6A to discuss personnel issues.

On the motion of Marge Medd, seconded by Ann Blanke, the committee ended the executive session.

On the motion of Marge Medd, seconded by Jon Schlenker, the committee voted to forward the following candidates for reference checking and neutral site interviews: Candidates numbered 9, 12, 13, 19, 20, 23, and 25. Candidate 26 will be held in reserve.

Committee members were assigned to teams for checking references and websites and reviewed potential topics candidate questions at the neutral site interviews on October 29 and 30.

The meeting adjourned.

Respectfully submitted,

Tracy Bigney
For the Clerk