Meeting Notice and Agenda

The Dickinson State University Presidential Search Committee will meet Tuesday, August 18, 2015 at 1 p.m. MDT on the Dickinson State University Campus in the Student Center, Room 112, 900 Campus Drive, Dickinson, North Dakota.

1:00 p.m. Call to Order (Ms. Kari Reichert, Chair)

1:05 p.m. Review and Approve May 1, 2015, meeting minutes (Ms. Kari Reichert, Chair) – enclosure

1:10 p.m. Chair and search consultant will lead a committee discussion regarding top candidates. (Ms. Kari Reichert)

   1. Review top applicants;
   2. Discuss merits of top applicants;
   3. Identify top candidates for Interactive Video Network interviews scheduled for September 1, 2015;
   4. Discuss next steps

Wrap-up

Adjourn

Contact Terry Meyer (701) 328-2963 or terry.meyer@ndus.edu prior to the scheduled meeting date if auxiliary aids or services are needed.
Minutes of the Dickinson State University Presidential Search Committee  
May 1, 2015  
Klinefelter Hall, Conference Room 107  
Dickinson State University Campus

Members present:
Ms. Kari Reichert, SBHE Member, Chair  
Ms. Susan Anderson, Richardton Taylor High School English Chair, Director of Forensics and Theatre  
Mr. Hank Biesiot, former DSU head football coach  
Dr. Debora Dragseth, DSU professor, Department of Business and Management  
Ms. Donna Joyce, Administrative Assistant, DSU Office of Enrollment Services and Communication  
Ms. Sharon Kilzer, Project Manager, Theodore Roosevelt Center  
Mr. Mark Lowe, DSU Vice President for Finance and Administration  
Mr. Matthew Perdue, DSU student  
Ms. Carla Porter, DSU Foundation board member  
Mr. Joe Rothschiller, President and COO, Steffes Corporation  
Dr. Sethuram Soman, DSU assistant professor, Department of Agriculture and Technical Studies  
Dr. Gary Hagen, President, Mayville State University

Also present:
Interim Chancellor Larry Skogen  
Ms. Cynthia Wagner Goulet, NDUS General Counsel, via telephone  
Dr. Jim McCormick, AGB Search  
Ms. Janice Fitzgerald, AGB Search  
Ms. Terry Meyer, Administrative Support Manager

Ms. Reichert convened the committee at 9:00 a.m. MDT. She thanked committee members for accepting this important role as serving on this committee.

Ms. Cynthia Wagner Goulet reviewed SBHE Policy 601.1 and NDUS Procedure 601.1, governing the process for NDUS campus presidential searches and the committee’s role in the process. Ms. Goulet then gave the committee an overview of North Dakota open meetings and open records laws on legal issues for president search committees.

Chancellor Skogen delivered the charge to the search committee, in summary which states, committee members attend and participate in all search committee meetings; treat committee members and candidates in a respectful and unbiased manner; participate in discussions that relate to the identification of priorities and personal and professional attributes sought in the next President; draw upon connections to support recruitment; promote diversity in the applicant pool; review all candidate applications and prepare to identify a short list; assist with development of interview questions; give all candidates fair consideration; participate in
preliminary interviews with candidates and following preliminary interviews; assist with
interview visits; recommend to the board individual strengths and concerns regarding each final
candidate; following appointment by SBHE, assist the president with a smooth transition to the
University community; comply with all ND laws and SBHE policies and procedures; and it is
critical that the committee act professionally in the conduct of its business.

In response to a committee member’s question, Interim Chancellor said the current issues with
the foundation are being addressed and the foundation has been placed in receivership. And, if
there are any other issues that will arise in the near future, he wasn’t aware of any.

Dr. McCormick and Ms. Fitzgerald arrived on the DSU campus Tuesday, April 28 to meet with
faculty and staff, student senate leadership, alumni and foundation leaders, president’s cabinet
and executive team, President Coston, community leaders, and NDUS Office staff. Due to the
legislature still in session in Bismarck, consultants didn’t have the opportunity to meet with
legislators.

The purpose of those meetings was to seek insight in the strengths and challenges the campus
is facing, and to learn of their views of the kind of leadership they want to seek in the next
president of DSU. Their insight will be helpful as the search committee and consultants find the
best possible “presidential fit” for DSU. Those they met with said they would like to see the
following attributes in the next president: anxious for stability; want longevity of service; an
individual who will make a commitment to the University; someone to address relationships at
all levels, both internal and external; build upon DSU’s strengths to make the campus even
better; an action oriented leader; an individual who will be the face and voice for the university,
especially locally as well as statewide; a mover (a remaker and a builder); accessible; willing to
talk to individuals, especially students; this is a time for opportunity; someone who sees all
individuals as being of value; and someone who recognizes the strengths of the university. Dr.
McCormick summarized these characteristics as: a planner, a visionary, a person who can bring
people together, and someone who is a team member to work with other institutions.

Mr. Rothschiller asked if the campus uses a predictive analytic tool in the hiring process. Ms.
Reichert said she is familiar with these types of tools and asked that this be tabled to the end of
the meeting for further discussion.

The consultants asked search committee members what attributes do they want to see in the
next president, which many could be the same as what came out of the earlier meetings.
Committee members mentioned many attributes such as someone that is dynamic, well
spoken, articulate, a level 5 leader, fiscally astute, experience in fundraising and foundations,
honor traditional classroom teaching as faculty would like core of university to be traditional,
need a data-driven strategic decision leader, need a leader to understand and provide the
vision and let others take care of the technology, a leader that has a passion for DSU and
reaches out to students, someone that is honest and values student input, need a bridge
builder and the ability to move the entire campus forward in one direction, someone to build
trust on the campus and be transparent, a communicator, relationship builder, someone that is
involved, enthusiasm, integrity, understands human capital and finances, strong values, someone who has adequate business, technical and emotional intelligence, and someone with a proven track record.

After considerable committee discussion on credentials, Mr. Lowe made a motion and seconded by Ms. Joyce for the job ad to read ‘earned doctorate/terminal degree from a regionally accredited institution of higher education be highly preferred.’ Anderson, Biesiot, Joyce, Lowe, Perdue, Porter, Rothschilder voted aye. Dragseth, Kilzer, and Soman voted nay. Reichert abstained. Motion carried.

Dr. McCormick asked committee members for their thoughts on senior-level higher education experience. A committee member suggested the following wording, “Require some former higher education experience, with senior leadership being preferred.” Others asked if teaching experience can be incorporated into the qualification. After further discussion, it was suggested that it be revised to read, ‘Higher education experience, including teaching experience, required with senior leadership being preferred.”

Ms. Fitzgerald reviewed the communication plan with committee members. Based on that conversation, she will finalize the plan and it will be shared with the committee. The campus will also set up a presence on the DSU website for the search. Ms. Fitzgerald did visit with staff in the communications department on the information that should be present on the site. Some of those items being the ad, profile, timeline, photos, student population, community information, etc.

Dr. McCormick walked through the proposed draft timeline/process with the committee, which describes the steps in the presidential search and identifies future meetings of the committee. The document will be finalized and shared with committee members.

A listserv has been created for the search process and will be used to communicate with committee members.

Ms. Reichert came back to an earlier discussion on what assessment tools are available to the committee for the hiring process. With the North Dakota Open Records Law, this could very well be a deterrent to candidates applying for the position. It was suggested that maybe behavioral based or emotional types of questions be asked during the interview process. After further discussion, it was decided this could be too much of a deterrent to candidates so it won’t be further pursued.

The consultants thanked committee members for their input, AGB Search will develop a draft ad and it will be shared with committee members.

Ms. Reichert asks that any media inquiries that committee members or the campus should receive should go to her through the NDUS Office.
The next meeting of the committee is scheduled for August 18, 2015.

Ms. Reichert adjourned the meeting at 12:45 p.m.