

**BOARD OF TRUSTEES OF UNIVERSITY OF MASSACHUSETTS
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**MINUTES OF THE MEETING OF THE SEARCH COMMITTEE
FOR THE CHANCELLOR OF UMASS AMHERST**

Thursday, December 15, 2011; 10:00 a.m.

Massachusetts Room, Mullins Center

University of Massachusetts

Amherst, Massachusetts

Members Present:

Chair Johnston, R. Adrion, J.Bartolomeo, M.Billings, S.Brena, Z.Broughton, P.Clarkson, J. MacCormack, M. Mangaliso, P.Reville, S. Homei, M.Williams.

R. Grasso*; J. Mullan* (participating by telephone).

Witt/Kieffer Search Firm:

Lucy Leske

Consideration of Minutes:

Chair Johnston thanked everyone for coming and asked for approval of the minutes from the Nov 21st and 29th public input meetings. General Counsel Heatwole stated that if the committee members have no objections or changes to the minutes, they could be approved as a group. The members had no objections or changes, and the minutes from the November 21st and November 29th input sessions were approved.

Participating by telephone: The Chair announced that Ron Grasso was participating by telephone pursuant to 940 CMR 29.10, as adopted by vote of the Board of Trustees on December 14, 2011. The Chair determined that Mr. Grasso could attend remotely under 940 CMR 29.10 (5)(e), due to geographic distance since Mr. Grasso is travelling out of state. The Chair stated Mr. Grasso's physical attendance would make it unreasonably difficult for him to attend. The Chair also announced that Trustee Jeffrey Mullan had been appointed by President Caret to replace Trustee Woolridge on the Committee. The Chair announced that Trustee Mullan would also be participating remotely due to geographic distance since his recent appointment made it unreasonably difficult for him to attend physically due to his distance from the meeting site. Mr. Mullan will call in at 10:30 a.m.

Update on Alumni Input Meeting: The Chair stated that Mr. Grasso and Ms. Williams attended the alumni input meeting on November 29th and asked them to give feedback. They described the meeting as very positive and that the attendees offered meaningful input. Alumni participants noted that

among other qualities, they wanted a chancellor who would stay for at least 5 years; would have strong collaboration and management skills, and someone who had demonstrated a record of successful fundraising. Alumni reported their concerns about attracting someone to western Mass.; and that a new chancellor would need to promote the campus across the state.

Update on Search Process: The Chair called on Ms. Leske from the Search firm to give an update on the search process. She stated that the firm is very actively engaged and the position profile has been posted on the website. She stated that there have been some nominations and some applications received. Ms. Leske stated that she has had some conversations with individuals about why the position is open. A member asked about potential nominations from the campus – how those would be handled. Ms. Leske stated that all applicants will be considered under the same process.

At 10:30 AM Mr. Mullan joined the meeting by telephone and the Chair thanked him and welcomed him.

The Chair asked Ms. Leske to discuss the interview guidelines; and wanted the committee have a discussion about what questions to ask candidates, and who the Committee is interested in reviewing. The members discussed areas that should be included in the questions, including asking for examples of successful collaborative efforts ; examples of when the candidate had been part of, or led a senior management team; experience with unions, and athletics. A discussion continued about the interview format, what questions should be asked, and the Chair suggested that these would be guidelines for the interviews. The Chair asked Ms. Leske to provide sample questions for the Committee's consideration.

Vote for executive session: The Chair asked that the members vote to go into Executive Session as permitted under Ch. 30A, s. 21 (a)(8) to consider preliminary applicants for the Chancellor position because he had determined that a public discussion would have a detrimental impact on the committee's ability to attract qualified candidates. The Chair advised that the committee would not reconvene in open session.

The motion was made and seconded The members voted as follows:

R. Adrion, yes; J.Bartolomeo, yes; M.Billings, yes; S.Brena, yes; Z.Broughton, yes;
P.Clarkson, yes; R. Grasso, yes; J. MacCormack, yes; M. Mangaliso, yes;
J. Mullan, yes; P.Reville, yes; S. Homei, yes; M.Williams, yes; Chair Johnston, yes.

The motion passed unanimously.

The meeting convened in executive session at 11:05 a.m.