

**SPECIAL MEETING OF THE BOARD OF TRUSTEES  
OF THE EVERGREEN STATE COLLEGE**

**July 25, 2014**

**Trustees Attending:** Fred Goldberg  
Keith Kessler  
David Nicandri  
Anne Proffitt  
James Wigfall  
Nicholas Wooten

**Absent:** Irene Gonzales  
Gretchen Sorensen

**Staff Present:** John Carmichael, Deputy to the President and Secretary to the Board  
Thomas L. Purce, President

Mr. Kessler called the meeting to order at 10:00 a.m. A quorum was present with six trustees attending by phone. A speakerphone in the college's board room, Library 3201b, provided an opportunity for public participation.

**Selection of an Executive Search Professional to Assist with the Presidential Search**

Deputy to the President John Carmichael described the process used to identify an executive search firm for the presidential search. The board decided in June to retain the services of an executive search professional. The college received nine proposals, which were reviewed by a subcommittee of the board-appointed Presidential Search Disappearing Task Force. Trustee Nicandri participated in the review. Trustee Proffitt participated in interviews with the finalists. Mr. Carmichael conducted reference checks for the finalists. Based on this process, Mr. Carmichael recommended entering into a contract with Academic Search to assist with presidential search.

**Motion  
2014-32**

Ms. Proffitt made a motion to approve Resolution 2014-27 as follows:

The Board of Trustees of The Evergreen State College does hereby delegate authority to the president or his designee to enter into a contract with Academic Search for consulting services for the recruitment and selection of Evergreen's next president.

The motion was seconded and passed on a voice vote.

**Public Comment**

Mr. Kessler invited public comment. There was none.

Mr. Kessler adjourned the meeting at 1:20 p.m.

  
\_\_\_\_\_  
Keith Kessler, Chair

  
\_\_\_\_\_  
Anne Proffitt, Secretary



the evergreen state college  
olympia, washington

## MEETING NOTICE

### Special Meeting of The Board of Trustees The Evergreen State College

Friday, July 25, 2014  
10:00 a.m. to 10:30 a.m.

The Evergreen State College  
2700 Evergreen Parkway NW, Library 3201b  
Olympia, WA 98505

555610

Board Members: Dial 866-625-9936, pin ~~7147373~~

The Board of Trustees of The Evergreen State College will meet by phone. Members of the public may observe this public meeting at the time and location above.

Keith ✓  
Anne ✓  
Fred ✓  
Dave ✓  
Jim ✓  
Nick ✓  
Gretchen ✓

## AGENDA

1. Call to Order; Determination of Quorum
2. **Proposed Action:**  
Selection of an executive search professional to assist with the presidential search
3. Public Comment
4. Adjourn

For additional information/accommodations, please call 360-867-6100.

OFFICE OF THE PRESIDENT  
The Evergreen State College • Olympia, Washington 98505  
360-867-6100 • www.evergreen.edu

A subcommittee of the board-appointed Presidential Search Disappearing Task Force reviewed and rated the applications according to criteria published in the RFP. John Carmichael, Deputy to the President, called references for the two highest-scoring firms, Academic Search and AGB Search. The RFP scoring subcommittee, other members of the search DTF, and members of the board heard oral presentations on July 21, 2014. From this process, Academic Search was identified as the apparent successful bidder.

3. Scheduling

Following board action, college staff will negotiate a contract with Academic Search based on the firm's response to the college's RFP. The consultant's work can begin as soon as the contract is finalized. Work would conclude early in 2015.

4. Fiscal Impact

Staff initially estimated that the college would incur approximately \$180,000 in one-time expenses related to presidential search and transition. The proposal from Academic Search falls within that budget outline. The fee and estimated expenses in the Academic Search proposal are as follows:

|   |                |
|---|----------------|
| Comprehensive fee                             | \$70,000       |
| Consultant travel (3-4 visits to campus)      | \$5,000        |
| Semi-finalist candidate travel (8 candidates) | \$6,000        |
| Finalist candidate travel (3 candidates)      | \$3,000        |
| Advertising                                   | \$6,000        |
| <u>Background checks (3 finalists)</u>        | <u>\$1,500</u> |
|   | \$91,500       |

5. Program Impact

A successful search professional can add value to the search process by helping to build a pool of qualified applicants, by helping the search committee evaluate and screen applicants, and by keeping applicants engaged throughout the search process. Involving a search professional in the process will also reduce the administrative burden on existing college staff.

6. Legal Process

The board has legal authority to delegate its powers and duties by resolution (RCW 28B.10.528).

7. Staff Review

\_\_\_\_\_ Deputy to the President

- Formulated and executed strategic plan for Program visibility including: marketing and promoting the Program; outreach and collaboration with organizations representing underrepresented groups in higher education, diverse function areas in higher education institutions, and international participants; individually or in collaboration with Fellows, developing presentations about the Program and related leadership issues for delivery at national conferences to enhance Program visibility; creating Program marketing materials.
- Served as facilitator and presenter at Retreats, Orientation, and outreach activities for the Fellows Program, and at other ACE leadership programs.
- Maintained relations with ACE Council of Fellows and individual alumni; liaised with Outreach and Engagement Committee regarding visibility at professional meetings and other venues, and with Professional Development Committee, particularly with regard to Council of Fellows events at the ACE Annual Meeting.
- Collaborated with Director and program staff on Program budgets and the development of sources, strategies, and contacts for Program funding, including grants; prepared reports and maintained communication with grant funders.
- With Director, served as public face of the Program to the higher education community, including but not limited to presentation/participation in speeches and seminars/workshops sponsored by ACE member colleges, universities, and educational associations to advance the Program's mission and agenda for leadership development; presentations with and about Fellows and Fellowship activities at relevant professional conferences; and representation of the ACE Fellows Program in internal ACE, external higher education association community, and higher education community.
- In Director's absence, supervised Program's activities and initiatives.
- Across ACE:
  - Co-chaired the Annual Meeting Cross Segment Team. (2009-2012).
  - Served on the task force to explore collaboration with the Center for Effective Leadership.
  - Participated in the Marketing Task Force and its subcommittees on the website, brand and style guidelines, and membership.
  - Collaborated with other ACE programs, offices, and leadership programs; contributed to ad hoc committees and initiatives (e.g., searches, award selection, mentoring program).

***Randolph-Macon College (VA) (2002-2007)***

Associate Dean of the College/Professor of Spanish

Assisted the Dean of the College (Chief Academic Officer) in administering all areas of academic affairs.

- Had primary responsibility for areas of academic affairs focusing on student attainment; worked in close collaboration with the senior student affairs officer, Registrar, director of counseling center and director of international education.
- Led the expansion and development of the Higgins Academic Center from student tutoring and disability support to a full center for teaching and learning, providing faculty development as well as academic to support students through centers for Instructional Support, Writing across the Curriculum, Speaking across the Curriculum, Disability Support Services, and Instructional Technology.
- Supervised and evaluated the five Directors of the Higgins Academic Center; fostered collaboration among directors and with counseling center and other student support services.
- Oversaw the academic advising program including: advisor training and support, orientation programming, short term courses abroad and other international study opportunities.

***EDUCATION***

- Ph.D. Spanish. University of Pennsylvania 1982
- M.A. Spanish. The Ohio State University 1977
- B.A. *cum laude*, Spanish & French. University of Pennsylvania 1975
- Study abroad in Salamanca, Spain and Paris, France

***LANGUAGE COMPETENCIES***

- Spanish – near native fluency
- French – advanced working ability
- Experience with Arabic, Hebrew, German, Hungarian, Latin

- Helped to shape AGB's research agenda and other association initiatives
- Coordinated the development and implementation of the unit's staffing and operations, including budgeting and billing

**Program Manager**  
**Centre for Higher Education Transformation (CHET)**  
**Pretoria, South Africa**  
**1997 – 1999**

*CHET is a higher education NGO that focuses on policy and research projects in Southern Africa.*

Coordinated projects related to capacity development at higher education institutions in Southern Africa  
Governance

- Launched the first governance project in post-apartheid South Africa and responsible for the overall project management
- Supported presidents and governing boards by developing governance materials and offering institution-specific workshops
- Organized national and regional workshops on governance and leadership
- Interpreted new and existing government legislation pertaining to institutional governance to universities and colleges
- Participated in the development of books and related publications on governance, financial management and students affairs for distribution to senior level leadership and board members

Strategic Planning

- Organized and planned multiple instructional/informational forums for institutional leaders and strategic planners on government mandated legislation on strategic planning
- Identified national and international experts on strategic planning to assist institutions with their strategic planning needs

Student Services

- Organized numerous student affairs activities and workshops including the first national conference for student services professionals
- Founding member of the planning committee to launch the first national student affairs association

**Senior Planning Analyst**  
**Office of the Executive Vice President for Administration (EVPA)**  
**Columbia University, NY**  
**1994 – 1997**

*Direct reports to the EVPA's office during my tenure included student affairs, real estate, technology, facilities and human resources.*

- Developed and managed strategic projects across and within administrative departments
- Prepared strategic planning reports for senior university administrators, including the EVPA, Provost and President
- Prepared departmental analyses and operational recommendations for the EVPA
- Analyzed systems/operations within and between administrative units and recommended solutions to improve service delivery
- Coordinated cross-departmental activities to improve level of service and cost effectiveness
- Identified and managed external consultants and monitored implementation of recommendations
- Served on select University committees