

**KENTUCKY STATE UNIVERSITY BOARD OF REGENTS
PRESIDENTIAL SEARCH COMMITTEE
SPECIAL CALLED MEETING**

***** Meeting Was Conducted in Person and by Teleconference *****

**Friday, March 17, 2023
3:00 p.m. EST**

Board of Regents Room
Julian M. Carroll Academic Services Building, 2nd Floor
Frankfort, Kentucky 40601
(Primary Physical Location)

MINUTES

I. Call to Order

The Committee's Chair, Mr. Stephen Mason, called the meeting to order at 3:09 p.m. stating that the meeting would be informational only.

II. Introduction of Committee Members

Next, Chair Mason introduced the Presidential Search Committee members. To serve as roll call, Chair Mason asked Committee members to indicate their presence or offer additional remarks:

Chair Stephen Mason	Present
Regent Tammi Dukes, Co-Chair	Present
Dr. Stephanie Mayberry	Present
Dr. Herman Walston, Ed.D.	Present
Mayor Layne Wilkerson	Present
Dr. Chanzheng Wang, Ph.D.	Not Present
Regent Savion Briggs	Present
Ms. JaMecca Alexander	Present
Mr. Richard Graves	Not Present

Dr. Clara Ross Stamps, Senior VP for Brand Identity and University Relations, Mr. Michael DeCourcy, Executive Director of Institutional Advancement, and Mr. Zachary Atwell, Deputy General Counsel, also were present.

V. General Considerations

Chair Mason presented all General Consideration Agenda Items.

A. Tentative Schedule of Search Process

Chair Mason began by discussing the tentative schedule and timeline for the presidential search process.

B. Tentative Meeting Schedule

Chair Mason presented this Agenda item and proposed that the Committee set regular weekly meetings. Since no actions would be taken during the current meeting, Chair Mason asked Committee members to be prepared to decide a regular meeting date and time at the next meeting.

Regent Walston requested that Committee members consider meeting at a time beyond typical work day hours, in order to accommodate work and other outside commitments.

Regent Dukes commented that the date and time of the current meeting (Friday, midday) worked very well for her schedule, but that she would agree with whatever worked best for the group.

Regent Briggs and Ms. Alexander concurred with Regent Dukes.

Mayor Wilkerson also agreed that Friday meetings worked well, and only requested that the Committee not meet on Monday evenings.

Mayor Wilkerson asked Chair Mason how many meetings he thought the Committee would have. Chair Mason replied that he anticipated that the Committee would once a week over the course of six (6) weeks, excluding any special called meetings.

C. Meeting Template

Next, Chair Mason presented the Meeting Template that would be used to interview each candidate. Chair Mason commented that using the template would level the playing field amongst the candidates and allow for an even comparison since they would be exposed to the same questions.

Chair Mason also requested that the Committee develop six to eight questions to elicit responses that will address the Board of Regents' criteria, and asked Committee members to propose said questions during the next meeting. Chair Mason also suggested that each candidate be allowed to ask two questions unique to each candidate.

Mayor Wilkerson concurred that it was fair and appropriate to ask candidates the same 6-8 questions initially, in order to get a baseline and avoid bias. Mayor Wilkerson then asked Chair Mason if each Committee member should develop a unique question that would be asked of every candidate, and not change it up between candidates.

Chair Mason responded that he thought Committee members may feel constrained by that approach, and should be free to ask whatever question they wanted, as long as the 6-8 baseline questions had been covered.

Regent Walston clarified whether Committee members should bring their questions to the next meeting. Chair Mason asked that the questions either be brought to the next meeting or submitted to Mr. Atwell or Mr. DeCourcy in advance.

D. Board of Regents' Criteria

Regarding this Agenda item, Chair Mason explained that the Presidential Search brochure, as developed and approved by the KSU Board of Regents, would become the basis for questions asked of candidates.

E. Public Forums

Chair Mason remarked that while all meetings would be made public and minutes recorded, discussions regarding candidates or interviews would occur in a closed session; further, pursuant to KRS 61.018(1)(f), no actions would be taken during closed sessions.

Noting the importance of seeking input from other campus and community constituencies, Chair Mason suggested that one or two forums be held on campus for faculty, staff and student interaction and an additional forum be hosted in downtown Frankfort to encourage community engagement with candidates.

F. Confidentiality Forms

Finally, Chair Mason noted that Committee members will be required to submit confidentiality forms with each of their candidate review materials, in order to protect the privacy of candidates and to ensure the legitimacy and integrity of the presidential search process.

Regent Dukes requested clarification as to the public campus and community forums proposed by Chair Mason.

Regent Walston queried whether the public forum sessions also would be recorded and memorialized with meeting minutes.

Dr. Mayberry inquired as to the timeline for the public campus and community forums.

V. Closing Remarks

Chair Mason concluded the meeting, thanking Committee members for their willingness to serve throughout the presidential search process.

VI. Adjournment

MOTION by Regent Walston:

Move the Committee to adjourn.

Seconded by Regent Dukes and passed without dissent.

The meeting was adjourned at 3:39 p.m.