

**QUINCY COLLEGE
BOARD OF GOVERNORS**

Presidential Search Committee

MEETING OF APRIL 25, 2019

Minutes

The meeting of the Quincy College Board of Governors Presidential Search Committee, held in the City View Room, 7th Floor, Presidents Place, 1250 Hancock Street, Quincy, Massachusetts, was called to order at 5:00 PM. The member roll was called. The following members of the Board of Governors Presidential Search Committee were present at the call of the member roll: Mr. Paul Barbadoro, Ms. MaryJo Brogna; Ms. Eileen Bevivino-Lawton (via phone); Mr. Christopher Carroll; Ms. Craven (via phone) and Ms. O'Toole. A quorum was present.

Members of the Board of Governors who were also present were; Ms. Barbara Clarke; Mr. Gregory Hanley; and Mr. Joseph Shea.

Also present were Jessica Cherry, General Counsel and Acting Secretary, Dean Robert Baker, Acting Clerk to the Board of Governors.

Governor Craven discussed a recent Presidential search that she was involved in and would like to establish an action plan and a time table. Governor Craven discussed the importance of defining the attributes and standards that the committee would set forth. Also noted was the importance of outreach and to include as many voices as possible.

The Committee engaged in discussion with regard to the process to include the possible expense of using head hunters. The Committee hope to receive suggestions on where to pull from.

Governor Craven added that defining our mission is important as well.

Governor Brogna raised the issue of the uniqueness of Quincy College and the importance of working within our resources. Also, Governor Brogna mentioned the NECHE guidelines and that they needed to be given to the committee for review.

Governor Craven stated the guidelines would be circulated.

Governor Barbaboro discussed the importance of establishing a timeline.

Amongst discussion topics was the need for a process for NECHE, establishing attributes, what issues need to be fixed, what kind of leader does the College need. Additionally, the need for a strong job description, scope and goals was discussed

generally. The need to include and reach out to the Plymouth campus was also discussed.

Governor Brogna mentioned that the last process generated hundreds of applicants and there is a need for a strong vetting process. Governor Brogna also mentioned how helpful it was to have had faculty, administrators and students as part of the process. Governor Craven agreed pointing out the need for a diversity of opinions on the committee.

Governor Brogna suggested a timeline of approximately 6-9 months. Governor Barbadoro reiterated the process piece as relative to NECHE. Governor Barbadoro stated that NECHE recommended us to be more detailed in the process.

Governor Brogna suggested starting with the previous job description. Governor Barbadoro stated that Ms. Brugman would have it. Governor Craven stated that the job description would be given to the committee and that a suggested time for members to make edits and suggestions is approximately two weeks.

Governor Craven discussed that once timelines were set, the Committee would let NECHE know. Governor Craven also added that the importance of an open process.

Governor Brogna supported making the edits in approximately two weeks and that a job description would be finalized soon. The edits should go to Governor Craven.

Governor Clarke discussed the strategic plan and that it referenced selection criteria. Governor Craven requested the strategic plan be recirculated.

Governor O'Toole asked that Ms. Brugman send out old job descriptions and NECHE guidelines to this committee and that the full Board should be copied to keep them informed.

Governor Craven suggested a meeting date of May 14th. Governor Craven mentioned Ms. Brugman sending out a poll to see about a firm date. Governor Craven seeking comments in three weeks.

At 5:32, Governor Barbadoro made a motion to adjourn and the motion was seconded by Ms. Craven. Motion was allowed.