

**FLORIDA POLYTECHNIC UNIVERSITY
BOARD OF TRUSTEES – EDUCATIONAL COMMITTEE
MEETING MINUTES
NOVEMBER 28, 2012
CONFERENCE CALL AT 10:00 AM**

1. Call to Order

The meeting was called to order by Dr. Sandra Featherman at 10:01 a.m. Committee Members phoning in for this meeting were: Dr. Sandra Featherman and Dr. Dick Hallion. Also calling in were Chair Rob Gidel and Ava Parker, COO, Florida Polytechnic University.

2. Status of Search Selection

Dr. Sandra Featherman started the discussion regarding information on search firms to hire a Chief Academic Officer. Ideally, we want someone with STEM experience, accreditation experience as well as experience in developing programs. The CAO will oversee the direction of the programs.

The Committee has looked at two search firms. Academic Search is a firm who finds candidates looking for a permanent position. Normally the fee is 1/3 of the annual compensation for one year; however, John Hicks was willing to accept a flat fee of \$60,000 plus advertising and expenses. There is a \$375 per person fee to cover degree verifications. The expenses were not to exceed \$15,000. This firm would send us candidates with a STEM background. They propose to meet 4-5 times with the search committee but Dr. Featherman thinks they may only need two trips.

The search firm advertises for the position, screens candidates and gives the Search Committee three candidates to meet as a group with the Search Committee.

Brian Carlson from The Registry was anxious to work with us. The Registry is an interim search firm which also charges a fee of 1/3 of monthly compensation for one year. The Registry deals with interim positions and has approximately 450 members. The downside to the interim arrangement is that if you get a good interim candidate, they are prohibited from taking a permanent position with us. The interim candidates are essentially Independent Consultants.

Chair Gidel wanted to know if she was looking for a Provost and Dr. Featherman said she really thought that VP Academic Affairs may be a more appropriate title, as that position also oversees recruitment and financial aid.

Ava is more comfortable with an Interim position. Dr. Featherman thinks the Board feels consistency is crucial and seems to want to move toward a permanent hire. Dr. Featherman also thinks Ava should be part of the Search Committee as well as Chair Gidel, Don Wilson, Dick Hallion and herself.

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Dr. Featherman outlined the benefits of getting an interim VP Academic Affairs quicker and in light of the timelines and deadlines before us, this seems to be the most viable option. Chair Gidel, Dick Hallion, Ava Parker and Dr. Featherman all agree that the interim is probably the best way to go.

Dr. Featherman asked if she could move forward with the Temporary Search Firm (The Registry) and all agreed. The goal is to have someone hired who would be able to make the February 6, 2013 Pre-Applicant Workshop required by SACS.

Various titles were tossed around but Sandra feels that a VP of Academic Affairs would be more appropriate as they would oversee recruitment and financial aid.

3. Concluding Remarks and Adjournment

Ava is going to call Dr. Featherman on Monday, December 3rd to help get the ball rolling on this.

With no further business to discuss, the meeting was adjourned at 10:22 am.