



Minutes
Presidential Search Advisory Committee
Lee Campus – Building U, Room 102
May 14, 2012
7:00 am

The Edison State College Presidential Search Advisory Committee met in Lee County, Florida, on May 14, 2012 at 7:00 a.m. The meeting was called to order by Ann Berlam, Chair, District Board of Trustees, and Chair, Presidential Search Advisory Committee.

Members Present: Ann Berlam, Chair
Allen Weiss
Tom Conner
Miguel Fernandez
Amanda Pollitt
Cort Frohlich
John Huysman
Don Ransford
Joyce Rollins
Andrae Jones
Charlene Wolfe
Dania Flores
Christine Davis

Others Present: John Hicks, Academic Search, Inc.
Marjorie Starnes-Bilotti, Vice Chair, District Board of Trustees
Jana Sabo, Human Resources
Danessa Stevens, Liaison to Mr. Hicks
June Hollingshead, Recorder

1. Remarks: Ann Berlam, Board of Trustees Chair

Mrs. Berlam welcomed Committee members and introduced Marjorie Starnes-Bilotti, Vice Chair, Edison State College District Board of Trustees. She introduced Cort Frohlich, Chairman of the Edison State College Foundation in Charlotte County. Mr. Frohlich has been on the Foundation Board for nearly 15 years, and replaces Darol Carr on the Presidential Search Advisory Committee.

2. Approval of Minutes – May 8, 2012

MOTION by Dania Flores, seconded by Allen Weiss, to approve the minutes of the May 8, 2012 meeting, as presented. Approved unanimously.

2 (a). Approval to Adopt Interview Questions

MOTION by Amanda Pollitt, seconded by Tom Connor, to approve adoption of *Edison State College Initial Interview Questions* (see Attachment #1), as presented. Approved unanimously.

3. Review Human Resources interview procedures: Jana Sabo

Ms. Sabo instructed Committee members to add their names to the handouts received for each candidate interviewed. These forms will be considered public record.

4. Review of interview steps: John Hicks

Mr. Hicks thanked Committee members for their time and asked that members give each candidate their full and undivided attention.

a. Format of candidate interviews

- The Chair will welcome each candidate and then ask Committee members to introduce themselves by name, role with the College, and one thing valued about being part of the College community.
- If present, the Chair will ask any Trustees present to introduce themselves.
- Candidates will have five minutes to introduce themselves to the Committee and describe their interest in being the next District President.
- Thirteen questions will be asked, one by each Committee member.
- The candidate will be given an opportunity to ask questions, or give a closing statement.

b. List of interview questions

Mr. Hicks requested that Committee members ask their entire question all at once, even though some are complex. Mrs. Berlam will inquire of the candidates if they have any questions, and will then wrap up the interview.

c. Committee role during interviews

Members were instructed to go from one question to the next without being prompted by the Chair.

5. Other matters arising

Mrs. Berlam informed Committee members of her discussion with candidates Gene Giovannini and Dennis Harkins, as well as a telephone discussion with candidate Eric McKeithan.

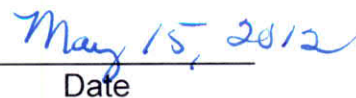
6. Candidate interviews – Interviews proceeded as follows:

- | | |
|-----------------------|-----------------|
| • 7:30 am – 8:30 am | Gene Giovannini |
| • 8:45 am – 9:45 am | Jeff Allbritten |
| • 10:00 am – 11:00 am | Dennis Harkins |
| • 11:00 am – 11:45 am | LUNCH |
| • 11:45 am – 12:45 pm | Allen Witt |
| • 1:00 pm – 2:00 pm | Peggy Kennedy |
| • 2:15 pm – 3:15 pm | Jean Wihbey |

7. Adjournment – The meeting adjourned at 3:20 p.m.



Ann Berlam
Chair, District Board of Trustees and
Chair, Presidential Search Advisory Committee



Date

Candidate: _____

Committee Member: _____

EDISON STATE COLLEGE INITIAL INTERVIEW QUESTIONS

CHAIR BERLAM: Welcome. We appreciate your arranging to meet with us and very much look forward to this opportunity to get to know you better and hope that you will enjoy discovering more about Edison State College as well.

Before we begin, I will ask the members of this committee to introduce themselves to you.

- *Introductions: name, role with ESC, years engaged with the college and one thing valued about being part with this college community.*
- *If present in the audience, ask any trustees present to introduce themselves.*

Before we begin, please take no more than five minutes to introduce yourself to the committee and to describe your interest in being our next District President.

We will be asking you a series of questions, most of which have several parts. Please feel free to ask us to repeat any or all parts of each question. At the end of the series of questions, we will give you an opportunity to ask us a few questions.

Thank you. Now we will begin our questions:

QUESTION 1 VISION AND GOALS: This is a two part question. Part one: Please describe what you believe to be the “business” of a 21st century state college. Please include the product, client base, and success strategies.

And, part two: If you were named the District President of Edison State College, describe your approach to setting strategic goals that support Edison’s mission and vision. Where would you begin and how would you measure progress in achieving these goals?

QUESTION 2 COMPETING INTERESTS: The College serves many constituencies that both augment one another and vie for attention and resources. What strategies would you use to balance the needs of the college, students, and community partners keeping in mind that we serve five distinct counties with multiple campus/center locations?

QUESTION 3 DIVERSITY AND INCLUSION: An aspect within the mission of the College is to prepare a diverse population for creative and responsible participation in an increasingly global environment. Please describe specific strategies you have developed and implemented which reflect your commitment and respect for diversity within the organizations with which you have worked.

In addition, please describe how those strategies affected recruitment of faculty and staff which reflect the community and student body associated with that organization.

QUESTION 4 PARTNERSHIPS: Describe what you believe are key components to successfully building partnerships with business, industry, and local governments, including collaborative relationships with K-12 institutions as well as other colleges and universities.

What do you see as Edison's role in meeting the community's workforce needs?

QUESTION 5 INNOVATION and INSPIRATION: Thomas Edison was both innovative and inspirational; Edison State College strives to reflect those qualities in leadership, instructional practices, program development, resources, and environment.

Please describe your experience in promoting innovation and inspiration in these areas and how you might adapt that success here, in order to move the College in a positive and successful direction.

QUESTION 6 COMMUNICATIONS / LISTENING: Please describe what internal and external communications you believe must be present in an organization for it to be successful and for you to work most effectively. Please include specific communication strategies you would implement at Edison that have worked for you in the past.

QUESTION 7 ORGANIZATIONAL OPERATIONS: This is a multiple part question. We are a multi-campus college with diverse locations.

Please describe your experience in similar situations:

- What criteria you would use to ascertain and address the needs of each location to foster equality of service and growth?
- How do you view the relationship between the District President and campus administrators to achieve a balance between district versus campus decision making?

QUESTION 8 RELATIONSHIPS WITH BOARD OF TRUSTEES:

Please define the roles of the Board and President so both are efficient, effective, productive, and compliant.

Using specific examples, please describe what you would use to maximize the partnership between you and the Board to best serve the students, professors, community, regulatory agencies, and each other.

QUESTION 9 STUDENT INTERACTION AND ROLE: As District President, what type of interaction will you most typically have with students?

How do you view the role of students in decision making regarding issues that impact their experience at Edison?

QUESTION 10 FACULTY and STAFF: This is a two part question. Part One: Provide specific examples of how your experiences both within and outside of the classroom have contributed in building your vision of shared governance and working effectively in an environment of faculty collective-bargaining.

Part Two: Cite some specific programs and/or policies you might implement to ensure full-time and part-time faculty and staff are well-informed about, encouraged, and rewarded for participating in professional development activities.

QUESTION 11 FUNDRAISING: Please describe your experience and approach to raising external funds and engaging College Foundations in the support of student scholarships and the work of the college.

Describe a challenging fund raising endeavor and what strategies you used to make it a success.

QUESTION 12 CHALLENGES AHEAD: Based on your research and your knowledge of Edison State College, what in your view will be the most difficult challenges for the incoming District President and how would you approach those challenges?

ONE ADDITIONAL QUESTION

CHAIR BERLAM: We now have just a few minutes left. What questions do you have for us?