

**Lake Region State College Presidential Search Committee
Meeting
September 13th, 2007
3:00 pm – Heritage Hall – Lake Region State College**

Committee Members present: Theresa Lee, Skip Longie, Jr., Kory Boehmer, Laurel Goulding, Charlie Mertens, Pete Jerome, Armen Hanson, Randy Olson, Denise Wolf, Chancellor William Goetz, Richard Kunkel, Joann Kitchens, and Grant Shaft (via conference phone)

Consultant: Bob Gette

Special Guest: Pat Seaworth

Committee Members absent: Bob Leever, Marty Platz

- Opening remarks regarding the State Board of Higher Education presidential selection policy was given by committee chair Dr. Richard Kunkel.
- Committee members and consultant introduced themselves.
- Pat Seaworth, attorney for the North Dakota University System presented an overview of the state open records law to committee members
- Consultant Bob Gette presented a list of current search activities to date and a draft timeline and college profile. That timeline suggested LRSC Presidential Search Profile be represented at the September 20th SBHE meeting. Other scheduled meetings of the SBHE are October 17th, November 14th, December 20th, January 17th, and February 21st. It was discussed that the October 17th SBHE meeting looked optimum for submitting the LRSC profile, timeline, and advertisement to the SBHE for review and approval.
- Advertising would start soon after profile is approved. Committee member Charlie Mertens suggested we try and see if higher education publications could do a story on President Etemad's retirement to showcase her successes and give an early announcement of the job opening.
- Discussion on future meetings was held with the committee unanimously setting the next meeting at 3:00 pm, September 24. Committee staff support representative Erin Wood will check on a meeting facility and send it out with the meeting announcement.
- Chancellor Goetz told the committee that the SBHE approves the profile, timeline, and advertisement for LRSC president. The committee or LRSC will design the ad.
- Mr. Gette said he will distribute an updated timeline at September 24 meeting.
- Committee members reviewed draft profile. Committee member Skip Longie, Jr. asked if President Etemad will have input on skills, qualifications, opportunities, and challenges for the presidency. Discussion on this topic continued with Dr. Kunkel giving Mr. Gette the task of visiting with President Etemad on the institutional profile to assure the skill set matches, that no skills are missing, and

that it accurately reflects skills needed to match LRSC prior to September 24th meeting.

- The committee discussed qualifications for the presidency with different samples from other institutions given by Mr. Gette. Motion was made by committee member Denise Wolf to state qualifications be minimum of a master's degree, doctorate preferred. Candidates also must show experience in education. Motion seconded by committee member Randy Olson. Motion passed unanimously.
- Dr. Kunkel notified the committee that student representative Martin Platz resigned from the committee. LRSC students are still represented by student Theresa Lee.
- Other agenda items were tabled until September 24th meeting.
- Meeting adjourned.

Respectfully submitted,

Erin Wood
LRSC Director of Marketing & Public Relations
Search Committee Staff Support