

University of North Dakota Presidential Search Committee Meeting Notice and Agenda

Tuesday, October 22, 2019

The University of North Dakota Presidential Search Committee will meet Tuesday, October 22, 2019 starting at 8:15 a.m. CDT on the University of North Dakota Campus in the Collaborative Energy Complex, Room 106 , 2844 Campus Road, Grand Forks, North Dakota.

1. Call to Order (Drs. Casey Ryan and Denny Elbert)
2. Approve October 2, 2019 Meeting Minutes
3. Move to enter executive session to consider applications for the University of North Dakota presidency. The executive session shall be limited to members of the search committee, AGB Consultants, NDUS office staff, and NDUS legal counsel.

The legal authority for closing this portion of the meeting is North Dakota Century Code sections 44-04-18.27 and 44-04-19.2.

4. Reconvene to adjourn.

Adjourn

Wednesday, October 23, 2019

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3. Reconvene to invite finalists to the University of North Dakota campus, for in-person interviews.

4. Review Next Steps in Process (Dr. James McCormick, Search Consultant)
 - Reference checking process
 - Interview question development

5. Committee Questions

Adjourn



Contact Terry Meyer (701) 328-2963 or terry.meyer@ndus.edu prior to the scheduled meeting date if auxiliary aids or services are needed.

**University of North Dakota
Presidential Search Committee Meeting Minutes
Wednesday, October 2, 2019**

The University of North Dakota Presidential Search Committee met Wednesday, October 2, 2019 at 1:30 p.m. on the University of North Dakota Campus, in EERC, in the East half of Discovery Hall, 15 North 23rd Street, Grand Forks.

Call to order

The meeting was called to order by committee co-chairs, Drs. Casey Ryan and Dennis Elbert. Members present:

Dr. Casey Ryan, Co-Chair
Dr. Dennis Elbert, Co-Chair
Mr. Howard Dahl
Mr. Joshua Demorrett
Dr. Kellie Hall
Ms. Gracie Lian
Ms. Whitney Maine
Dr. Daphne Pedersen
Dr. Paul Todhunter
Ms. DeAnna Carlson Zink
Dr. Brian Van Horn, ex officio
Chancellor Mark Hagerott, ex officio

Others Present:

Assistant Attorney General Eric Olson
Terry Meyer, NDUS Chief of Staff
AGB Search, Jim McCormick and Janice Fitzgerald

Approval of August 21, 2019

Motion was made by DeMorrett, seconded by Carlson Zink to approve the minutes from August 21, 2019 Search Committee Meeting. Ms. Lian said that her name was spelled wrong and needs to be corrected. DeMorrett and Carlson Zink agreed to the correction and the motion remained intact.

Dahl, DeMorrett, Lian, Hall, Maine, Pedersen, Todhunter, Carlson Zink, Elbert and Ryan voted aye.

Dr. Elbert let the committee know that Committee Member Mr. Burian stepped down from the committee for personal reasons.

Assistant Attorney General Eric Olson reminded committee members of the confidentiality of applicants and their applications materials. Committee members were reminded that they are not to acknowledge to others that someone is or was in the search event after the search has been completed. He went on to say that there are state laws in place and if these are broken there is the possibility of criminal charges.

Move to enter executive session to consider applications

Motion was made by Lian, seconded by Todhunter, that the University of North Dakota Presidential Search committee move to enter executive session to consider applications for the University of North Dakota presidency. The executive session shall be limited to members of the search committee, AGB consultants, NDUS office staff, and NDUS legal counsel. The legal authority for closing this portion for the meeting is North Dakota Century Code sections 44-04-18.27 and 44-04-19.2.

DeMorrett, Lian, Hall, Maine, Pedersen, Todhunter, Carlson Zink, Dahl, Elbert and Ryan voted aye. Motion carried.

The committee moved to the LaVerendrye/Thompson meeting room and executive session began at 1:52 p.m. CDT. Lian, Hall, Maine, Pedersen, Todhunter, Carlson Zink, Dahl, DeMorrett, Ryan, Elbert, Van Horn, Hagerott, Olson, Fitzgerald, McCormick and Meyer were in attendance.

DeMorrett moved, Maine seconded, to adjourn executive session at 3:38 p.m. CT. Hall, Maine, Pedersen, Todhunter, Carlson Zink, Dahl, DeMorrett, Lian, Elbert and Ryan voted aye. Motion carried.

The search co-chairs reconvened in open session at 3:48 p.m. CDT. Those present were Co-Chairs Ryan and Elbert, Dahl, DeMorrett, Hall, Lian, Maine, Pedersen, Todhunter, Carlson Zink, Van Horn, Hagerott all being presidents. Others in the room were Olson, Fitzgerald, McCormick, and Meyer.

Dahl moved, Carlson Zink seconded to move to invite the applicants identified in executive session to interview via IVN with the committee on October 22-23, 2019. Maine, Pedersen, Todhunter, Carlson Zink, Dahl, DeMorrett, Lian, Hall, Elbert, and Ryan voted aye. Motion carried.

Eric Olson said no votes were taken in executive session and the names of the 12 candidates will move forward and that their application materials will remain confidential.

The Search Consultants said they will contact each of the candidates identified during the executive session to secure their interest to interview with the committee Oct. 22-23, 2019. The consultants will reach out to the candidates' listed references. There will be no off-list reference checks made at this stage.

Committee members were asked to share suggested questions for interview questions with the co-chairs. The co-chairs will work to finalize a list of questions.

Dahl moved, Pedersen seconded to adjourn the meeting. Committee members were in favor and the meeting adjourned at 4:11 p.m. CDT.

Respectfully submitted,
Terry Meyer
NDUS Chief of Staff