

Presidential Search

ACCT Consultants:

Narcisa Polonio is the overall consultant

Julie Golder is the consultant SCC works with regarding the details of the search

1. Presidential Search Public Forums (also listed on calendar in Board book)

Presidential Search Public Forums – to get input in developing the Presidential Profile.

The public forums were announced to the College community, SCC Board of Governors, and Foundation Board through an email. The announcement was also placed on the College's website. Press releases were sent out so the public would be aware of the forums.

Julie Golder will conduct the forums on each campus. The schedule is as follows:

August 21:

Beatrice Campus:

11:00 a.m. to Noon, Jackson Hall Conference Room

Lincoln Campus:

2:00 to 3:00 p.m., Room V-103

August 22:

Milford Campus:

11:00 a.m. to Noon, Dunlap Rooms A & B

Lincoln Campus:

6:30 p.m. to 7:30 p.m., Room V-103

Julie will be introduced on each campus:

Beatrice – by Bob Morgan

Milford – Lyle Neal

Lincoln – on August 21 by Bev Harvey

Lincoln – on August 22 by Jeanette Volker

(coffee / ice tea / water provided at each forum)

Julie Golder provided the following in regard to Board members attending a forum:

It is entirely possible that the presence of board members may limit discussion. Therefore, the ACCT recommendation is that if board members wish to attend the public forums, they should do so unobtrusively and attend as an observer (as opposed to attending as a participant). Since all of the trustees will actively work to finalize the draft presidential profile, they will have ample opportunity to contribute to the profile. Often, if board members do attend, they sit in the back of the room and/or enter a few minutes after the start of the forum.

2a. Presidential Search Committee Meeting

Julie Golder will provide training.

August 21 - 4:30 to 7:30 p.m. – Area Office Conference Room
(committee only)

The committee is composed of:

- 5 SCC Board Members - Appointed by the Chair
- 1 Faculty Representative - Selected by their Association
- 1 Professional Representative - Selected by their Association
- 1 Administrator
- 1 Support Staff Representative
- 1 Student Representative
- 1 Vice President

The representative of the Administrator, Support Staff, and Students were selected by soliciting interested parties from a notification sent to College staff. Those who had expressed interest were selected by a random drawing from the pool of interested employees.

In addition, at the August Board of Governors Executive Team meeting, it was discussed that in most cases when the College hires someone in a supervisory position the team assembled to interview the candidates had a person that would report directly to the new supervisor as part of the interview team. All members of the Executive Team felt this was a good practice and was an oversight when the Presidential Search Committee members were selected. Therefore the Executive Team appointed Jose Soto, a Vice President in the Area Office, to be a member of the Presidential Search Committee. Jose reports directly to the President.

2b. Members of the Presidential Search Committee

- ❖ **Board of Governors:** Dale Kruse, Kathy Boellstorff, Helen Griffin,
Lynn Schluckebier, Nancy Seim
- ❖ **Administration:** Bev Harvey
- ❖ **Faculty Association:** Randy Walbridge
- ❖ **Professional Association:** Nancy Holman
- ❖ **Support Staff:** David Renz
- ❖ **Student:** Cody Sharp (Lincoln Campus)
- ❖ **Vice President** Jose Soto

3. Presidential Profile

Julie will start writing a Presidential Profile after the forums on Wednesday, and she will present to the Presidential Search Committee a preliminary draft from what she heard earlier in the day. After the Thursday Forums, she will continue to develop the profile. She will email a copy of the completed profile to Dr. Kruse and to the Search Committee for their review.

After the Presidential Search Committee review, the Presidential Profile will be forwarded to the rest of the College Board of Governors so they can review the document.

4. Special Board Meeting

A special Board meeting will be held on Thursday, August 29, at the Continuing Ed Center 301 S. 68th St. at 5 p.m., in the auditorium on the main floor.

It will be a video conference with the Presidential Search Consultant, Julie Golder, from ACCT Board Services. The Presidential Profile developed from the public forums held the previous week will be reviewed and revised as needed.

At the conclusion of the Board discussion on August 29, the Board will need to take action to approve the Presidential Profile.

5. Print Advertising

Publication	Date of Ad to Run	Cost	
The Chronicle of Higher Education	September 6 October 4 Online 45 days	~\$5400	2 Print editions and 45 days online
Community College Times	Anticipate starting on or about 9-6 for 30 days	~\$800	30 day listing online
Insidehighered.com	Anticipate starting on or about 9-6 for 30 days	~\$150	
Lincoln Journal Star	Anticipate Sunday, Sept 8	~ \$500	In-Column Ad
Omaha World Herald	Anticipate Sunday, Sept. 8	~ \$500	In-Column Ad

ESTIMATED Advertising Costs: \$7350*

*Costs could vary slightly as the information is based upon information provided from ACCT and estimates from the publishers who have not yet received the final advertisement for the position.

6. “Additional Advertising”

Direct Mail: Early September a letter (provided by ACCT), along with a brochure, will be mailed to every community college in the U.S. The ACCT will provide an Excel spreadsheet to us so that we can do the mailing.

Mass email: The ACCT will send an email to community colleges.

7. Public Information Office: SCC Presidential Search Action Items

Following is a list of tasks that have been completed by the Public Information Office as they relate to the College's Presidential Search:

1. Created the display ad that will appear in The Chronicle of Higher Education. The same text will be used in classified advertising that will appear in the Community College Times, InsideHigherEd.com, the Omaha World-Herald, and the Lincoln Journal Star.
2. A press release publicizing the four public forums to be held Aug. 21-22 was sent to all media in SCC's 15-county area, as well as the World-Herald, on Aug. 7, posted on SCC's homepage and on its Facebook page.
3. The Presidential Search website was developed and is comprised of these elements:
 - a) A landing page that can be accessed at www.southeast.edu/PresidentialSearch.
 - b) An About SCC page giving interested candidates who are not familiar with the College a summary view of SCC. Links to Beatrice, Lincoln and Milford chambers of commerce are included.
 - c) A How to Apply link is included that provides applicants with all of the contact information necessary to complete an application.
 - d) A Timeline link is included that gives applicants the schedule of the search process.
 - e) Once the public forums have been held and the Board of Governors approves the profile, a link to the Presidential Profile will be added. Another potential link is News that could include information to keep the public informed about the search process.
4. The Public Information Office has begun work on the shell of the full-color brochure that will be mailed once the Presidential Profile has been approved.