

**West Liberty University  
Presidential Search Committee**

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**Minutes  
September 23, 2022**

Attendance:

Jack Adams, Michael Baker, Keith Bell, Sydney Burkle, Richard Carter, Katie Cooper, Thomas Cervone, John Dolan, Ryan Glanville, Dan Joseph, Richard Lucas, David McKinley, Chris McPherson, Jason Metz

Unable to Attend:

Arlene Brantley, Jamie Evick, Karen Kettler, Stephanie Shaw

Administration/Faculty/Staff:

Mary Ann Edwards, Diana Harto, Stephanie Hooper, Maureen Zambito

**I. Call to Order/Roll Call/**

Chair Cervone called the meeting to order at 4:25 p.m. and thanked those on the committee for agreeing to serve and Ms. Hooper for her assistance on the legal end of matters of discussion.

**II. Action Items\***

**a. Search Firm/Consultant or Internal\***

Co-Chair McKinley noted there are five things that must be addressed today: seating the committee, name the additional search committee members, ethics forms being returned from committee members, feedback from constituencies, and the meeting schedule.

Chair Cervone received 102 survey responses to date and is working to share those responses to all members of the search committee to see what the general attitude is on campus. The timeline was reviewed with new members, along with concerns that may draw the search out longer than anticipated.

Based on what Ms. Hudson, CFO, and Mr. Kelly, Director of Purchasing, found out, depending on the amount charged by a search firm, there would need to be an RFP from the purchasing side of things; this would add substantially to the timeline. A discussion followed regarding financial assistance from the Foundation and the necessity of the RFP. Also discussed was whether the University's Human Resources department had the manpower and time to commit to vet these candidates if we do not go with a search firm. Also discussed was whether to hire a consultant to vet applicants comparable to how Dr. Greiner assisted in the previous search. Mr. Dolan stated that a subcommittee should be formed to vet the outside search firms.

**On motion by Jack Adams and seconded by Richard Carter, it was unanimously adopted by the West Liberty University Presidential Search Committee to hire an outside search firm as soon as possible.**

A document will be distributed to determine a meeting schedule for committee members for the next few months.

**III. Adjournment**

On motion by Tom Cervone and seconded by Dan Joseph, the meeting was adjourned at 5:02 p.m.

Thomas Cervone \_\_\_\_\_  
Chair

### **SCHEDULE OF MEETINGS**

- Monday, October 24, 2022 – 6:00 p.m.
- Monday, November 7, 2022 – 6:00 p.m.
- Monday, November 21, 2022 – 5:00 p.m.
- Monday, December 5, 2022 – 6:00 p.m.
- Monday, December 12, 2022 – 6:00 p.m.