

**MINUTES OF SPECIAL MEETING
OF
BOARD OF TRUSTEES
OF
YOUNGSTOWN STATE UNIVERSITY**

Tod Administration Building
Tuesday, May 11, 1999

Pursuant to written call of the board chairperson, a special meeting (the one hundred and ninety-sixth) of the Board of Trustees of Youngstown State University convened at 5:00 P.M., Tuesday, May 11, 1999, in the Board Room in Tod Administration Building.

Seven trustees were present at the meeting, to-wit: Mr. Bruce R. Beeghly, Chairperson of the Board, who presided, Mr. Martin J. O'Connell, Mrs. Ruth Z. Wilkes, Mrs. Eugenia C. Atkinson, Mr. Joseph S. Nohra, Dr. Chander M. Kohli, and Mr. Larry E. Esterly. Absent were Dr. Y. T. Chiu and Mr. Charles B. Cushwa III.

Also present were: Dr. Leslie H. Cochran, President; Dr. G. L. Mears, Executive Vice President; Mr. C. Vernon Snyder, Vice President for Development and Community Affairs; Dr. Charles A. McBriarty, Special Assistant to the President, and Franklin S. Bennett, Jr., Secretary to the Board of Trustees. Also present were approximately 15 persons, including deans, members of the faculty, students, administrators, and members of the news media.

The Chairperson called the meeting to order.

ITEM I - PROOF OF NOTICE OF MEETING.

Evidence was available to establish that pursuant to Article II, Section 2, of the board's *Bylaws*, notice of the chairperson's call for the special meeting was timely provided to each of the nine trustees and to the president.

ITEM II - DISPOSITION OF MINUTES FOR REGULAR MEETING HELD MARCH 12, 1999 AND SPECIAL MEETING HELD APRIL 26, 1999.

The chairperson stated that disposition of the minutes of the board's regular meeting held March 12, 1999, and the special meeting held April 26, 1999, would be deferred until the next regular meeting of the board.

ITEM III - PRESIDENTIAL SEARCH

1. Academic Search Consultation Service - Mr. Allan W. Ostar. Mr. Beeghly introduced Mr. Allan W. Ostar of the firm of Academic Search Consultation Service (ASCS) of Washington, D.C. Mr. Ostar stated that this is his second visit to YSU, the first having been in March of 1980 when he delivered the commencement address. Mr. Ostar explained that his firm was created by five foundations as a nonprofit organization seeking to improve the process of selecting university presidents and chief academic officers. ASCS has assisted with 500 searches over the past 22 years. ASCS has 10 senior professionals and 2 support staff members. Mr. Ostar explained that he is never involved in more than 2 searches at one time. Mr. Ostar stated that he is concluding a search process with the United Emirates, and will begin working with the University of Maine in the Fall of 1999.

Mr. Ostar explained that ASCS would employ a collegial process in generating individuals who are ready for a change, and who might be interested in an opportunity at Youngstown State University. Mr. Ostar stated that the search process would involve: (1) advertising (mainly in *The Chronicle of Higher Education*), (2) ASCS sending letters knowledgeable sources seeking nominations, and (3) identification by ASCS of specific individuals. Preliminary to that process, ASCS would conduct a two-day pre-search study process on campus during which a broad spectrum of university constituents and stakeholders would be interviewed regarding YSU's needs and priorities over the next 5 to 10 years.

Following Mr. Ostar's remarks, the board asked Mr. Ostar a number of questions regarding ASCS and the search process. Mr. Ostar stated that the final payment by YSU to ASCS would not be due until a president is selected. Mr. Ostar will personally serve as the search consultant and will attend all meetings of the search committee.

Following discussion, Mr. Nohra read and moved the following resolution:

Resolution Selecting Consultant Firm to the
YSU Presidential Search Advisory Committee

YR 1999-75

WHEREAS, it is in the best interests of Youngstown State University to retain the services of a professional consulting firm to assist the Youngstown State University Presidential Search Advisory Committee; and

WHEREAS, proposals have been received from four firms seeking appointment as consultant

to the YSU Presidential Search Advisory Committee; and

WHEREAS, after reviewing the proposals received, the Board has determined that the firm of ACADEMIC SEARCH CONSULTATION SERVICE is best suited to serve as the consultant to the YSU Presidential Search Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby select the firm of ACADEMIC SEARCH CONSULTATION SERVICE to serve as consultant to the YSU Presidential Search Advisory Committee.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to take such actions and to execute such documents as are necessary and appropriate to retain ACADEMIC SEARCH CONSULTATION SERVICE as consultant to the YSU Presidential Search Advisory Committee pursuant to the terms of its proposal.

The motion was seconded by Mrs. Atkinson. The motion received the affirmative vote of all trustees, Mr. O'Connell abstaining, and was declared carried by the chairperson.

2. Charge to the Presidential Search Advisory Committee. Mr. Beeghly distributed a document entitled "Proposed Board of Trustees' Charge to Presidential Search Committee," a copy of which is attached to these minutes. Mr. Beeghly stated that ASCS would be on campus May 25 and 26 for the pre-search process interviews and to meet with the search committee. Prior to the interviews and meeting, it is necessary that the board provide a clear statement of the search committee's role. The board discussed the proposed Charge noting that regular reports will be immediately provided to the university community following each search committee meeting, and that not less than four candidates will be presented to the board for consideration as president.

Resolution Adopting Board of Trustees' Charge to
YSU Presidential Search Advisory Committee

YR 1999-76

Following discussion, Mr. Esterly moved that the board adopt by resolution the Proposed Board of Trustees' Charge to Presidential Search Committee as distributed by the chairperson. The motion was seconded by Mr. O'Connell. The motion received the affirmative vote of all trustees, and was declared carried by the chairperson.

ITEM IV - COMMUNICATIONS, MEMORIALS

The were no communications or memorials considered by the board.

ITEM V - UNFINISHED BUSINESS

There was no unfinished business considered by the board.

ITEM VI - NEW BUSINESS

There was no new business considered by the board.

ITEM VII - TIME AND PLACE OF UPCOMING REGULAR MEETING

YR 1999-77

The chairperson reminded those in attendance that the board's regular meeting in June had moved forward by one week. Upon motion made by Mrs. Atkinson, seconded by Mrs. Wilkes, which received the affirmative vote of all trustees present, the trustees resolved to set the following date and time for the next regular meeting of the board:

3:00 P.M., on Friday, June 11, 1998

ITEM VIII - ADJOURNMENT

Upon motion duly made and seconded, the meeting was duly adjourned by unanimous vote of the trustees at 5:57 p.m.

Chairperson

ATTEST:

Secretary to the Board of Trustees

PROPOSED
BOARD OF TRUSTEES' CHARGE
TO
PRESIDENTIAL SEARCH ADVISORY COMMITTEE

1. Advise the Board of Trustees regarding the desired qualifications and characteristics of the next president of the University.
2. Work with the search advisory firm selected by the Board of Trustees to create a timetable and process that will permit the selection of the next president not later than February 2000.
3. Work with the search advisory firm selected by the Board of Trustees to conduct the search, evaluate and screen candidates, and identify the best qualified candidates for further consideration by the Board, based on the qualifications and characteristics of the next president as adopted by the Board.
4. Conduct an active national search to attract highly qualified applicants.
5. Provide the Board of Trustees and University community with regular reports regarding progress of the search.
6. Not later than January 10, 2000, present to the Board of Trustees, without ranking, the four to six candidates determined by the Committee to be best qualified.
7. Youngstown State University is an equal opportunity employer and is committed to diversity in its hiring practices. The Committee will conduct its work in accordance with these principles.
8. Conduct the search and applicant review in accordance with Ohio's open meeting, public records, and ethics laws. The Committee's consideration of individual candidates should be conducted in confidence to the extent permitted by these laws.

5/11/99