

**UNIVERSITY OF SOUTH ALABAMA
PRESIDENT SEARCH COMMITTEE**

August 3, 2021

9:30 a.m.

A meeting of the University of South Alabama's President Search Committee (PSC) was duly convened by Ms. Alexis Atkins, Chair, on Tuesday, August 3, 2021, at 9:30 a.m. in the Board Room of the Frederick P. Whiddon Administration Building.

Members: Alexis Atkins, Zeke Aull, Owen Bailey, Robbie Baker,
Chandra Brown Stewart, Mike Chang, Andi Kent, Kim Lawkis,
Alexandria Lee, Todd McDonald, Lenus Perkins, Grace Sekaya,
Beth Shepard, Jimmy Shumock, Alvin Williams and Jim Yance.

Members Absent: Madeleine Boudreaux and Sam Dean.

Others: Krisha Creal, Kristin Dukes, Monica Ezell, Bill Funk, Charlie Guest,
Ron Jenkins, Arlene Mitchell, Margie Tuckson and Mike Windom.

The meeting came to order and the attendance roll was called. Ms. Atkins welcomed the group and called for consideration of the minutes of the meeting held on May 24, 2021. On motion by Mr. Shumock, seconded by Dr. Williams, the committee voted unanimously to adopt the minutes.

Ms. Atkins asked for an update from Mr. Bill Funk, President of R. William Funk & Associates (RWFA) – the University's consultant for the president search. Mr. Funk greeted everyone and said the search was progressing as expected. He reported that reception in the marketplace was positive, South was viewed favorably, and the University's location in Mobile was appealing to candidates. He expressed satisfaction with the quality of the candidate pool as reflected by the RWFA master log that charted the names and candidacy status of 128 people who had been contacted about the position. He said that 40 of the individuals were active candidates and 11 others had indicated they were considering becoming an active candidate. He discussed various characteristics of the candidate pool, asserting that the RWFA team had been intentional in its efforts to attract minority candidates, and shared insight on the diversity of the pool in terms of ethnicity, gender and background. He also provided details on a selection of candidates.

Mr. Funk introduced RWFA Chief of Staff Ms. Krisha Creal to discuss the RWFA on-line Client Center. Ms. Creal shared the instructions for accessing the Client Center in order to view the master log of all prospects contacted and the application materials provided by the active candidates. Mr. Funk asked that each committee member review the active candidate files, make an unranked list of the eight candidates they felt the PSC should interview, and forward the list to Ms. Creal. He stated the names submitted would be organized into a comprehensive matrix and presented for discussion at the next committee meeting. After a brief exchange, it was agreed that the next meeting would be held on August 12 at 12:30 p.m. CST and lunch would be available at noon. Mr. Funk affirmed that he and Ms. Creal would be in attendance. Ms. Creal also clarified that the lists should be submitted to her by noon on August 11. Mr. Funk shared tips for evaluating the candidate materials and reminded everyone to regard the input collected from the stakeholder listening sessions when considering which candidates to list for the first round of interviews. He added that the next step following the August 12 distillation meeting would be to schedule the interviews. Ms. Atkins confirmed that virtual interviews were preferred. Mr. Shumock suggested to Mr. Funk that the committee would be flexible should a virtual interview not be the best course of action in keeping a prime candidate engaged in the process. Mr. Funk advised that LexisNexis

Google social media background checks would be conducted on the eight candidates scheduled for interviews, noting that those results would be posted on the Client Center. He added that a generic set of interview questions would be provided to the committee at the August 12 meeting and said interview protocols would also be discussed.

Ms. Dukes reminded the PSC about the importance of confidentiality and urged everyone to direct any questions received from community members to Ms. Atkins as PSC spokesperson. Brief discussion took place about publicity on the finalists scheduled for on-campus interviews.

Ms. Atkins and Mr. Shumock reported on the meetings held with University stakeholder groups for the purpose of collecting input to aid the committee in its deliberations on the candidates. Ms. Shepard asked if the stakeholder suggestions would be made public. Ms. Atkins asked Mr. Funk for guidance and Mr. Funk said publicizing the stakeholder feedback would add transparency to the process. He further suggested that the comments could be posted on the website. Ms. Lawkis asked if the stakeholder groups could be identified as well and consensus to move forward with both suggestions followed.

In closing, Ms. Atkins directed the committee members to proceed with reading the candidate materials and she reviewed that the next meeting was scheduled for August 12 at 12:30 p.m. and lunch would be provided prior to meeting. Mr. Shumock encouraged everyone to prepare for the work ahead and he thanked everyone for their efforts.

There being no further business, the meeting was adjourned at 10:24 a.m.

Attest to:



Chandra Brown Stewart, Secretary

Respectfully submitted:



Katherine Alexis Atkins, Chair