

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA
SEARCH COMMITTEE FOR THE NEXT AGENCY DIRECTOR
October 20, 2023**

FINAL MINUTES

Ms. Harker called the meeting to order at 10:18 a.m. in the SCHEV Main Conference Room on the 9th floor of the James Monroe Building in Richmond. Committee members present: Gilbert Bland, Aimee Guidera, Victoria Harker and Katharine Webb. Committee members participating remotely: John Broderick, Cheryl Oldham and Taylor Reveley IV. Committee members absent: none.

Staff members present: Alan Edwards and Kristin Whelan.

Others present: Walter Curt (SCHEV Council member); Deborah Love (Senior Assistant Attorney General and Chief); Karen Avery (Isaacson, Miller [IM] search firm); Keight Tucker Kennedy (IM); and Melissa DePretto-Behan (IM).

ACTION ON ELECTRONIC PARTICIPATION OF REMOTE MEMBERS

Following self-introductions by attendees and confirmation by Dr. Edwards of a quorum of members in physical attendance, **Ms. Harker moved, and Ms. Webb seconded, a motion to allow the electronic participation of Mr. Broderick, whose residence (Tampa, FL) meets the provision/reason regarding residency more than 60 miles from the meeting location; of Ms. Oldham, whose reason (travel for work to Nashville, TN) met the provision/reason regarding personal matters; and of Mr. Reveley, whose residence (Farmville, VA) also meets the provision/reason regarding residency more than 60 miles from the meeting location.** Dr. Edwards conducted a roll-call vote, and the motion was approved unanimously by the physical quorum (4-0).

**Mr. Bland – Yes
Ms. Guidera – Yes
Ms. Harker – Yes
Ms. Webb – Yes**

ACTION ON MINUTES OF AUGUST MEETING

Following Ms. Harker's request for input on the draft Minutes of the prior meeting, **Ms. Webb moved, and Mr. Bland seconded, a motion to approve the draft Minutes of the August 15, 2023, meeting.** Dr. Edwards conducted a roll-call vote, and the motion was approved unanimously (7-0).

**Mr. Bland – Yes
Mr. Broderick – Yes
Ms. Guidera – Yes**

Ms. Harker – Yes
 Ms. Oldham – Yes
 Mr. Reveley – Yes
 Ms. Webb – Yes

UPDATE FROM THE SEARCH FIRM

Ms. Harker welcomed Ms. Avery, Ms. Kennedy and Ms. DePretto-Behan from the Isaacson, Miller search firm. Ms. Kennedy provided a brief summary of and updates on the team's activities, including preparing the job ad and posting it to multiple relevant jobs boards and classifieds list, preparing a detailed position description and sharing it with applicants and potential candidates and vetting large numbers of applicants and nominees.

PUBLIC COMMENT

Ms. Harker observed that no members of the public were present to offer comment, and Dr. Edwards reported that no requests to offer verbal or written public comment had been submitted in advance of the meeting. When offered opportunity by Ms. Harker, no members of the public typed comments into the one-way videoconference's chat room.

DISCUSSION OF CANDIDATES

On a motion by Ms. Harker, seconded by Mr. Reveley, the committee moved that, pursuant to Virginia Code § 2.2-3711(A.1) and § 2.2-3711(A.8), it would convene in a closed meeting for two purposes: (i) the discussion or consideration of candidates for employment as the next Director of SCHEV; and (ii) consultation with legal counsel regarding the search for the next Director of SCHEV. Dr. Edwards conducted a roll-call vote, and the motion was approved unanimously (7-0).

Mr. Bland – Yes
 Mr. Broderick – Yes
 Ms. Guidera – Yes
 Ms. Harker – Yes
 Ms. Oldham – Yes
 Mr. Reveley – Yes
 Ms. Webb – Yes

Upon resumption of the open meeting, Dr. Edwards reminded that *the Virginia Freedom of Information Act* (FOIA) requires that members affirmatively certify individually that, during the closed meeting, to the best of each's knowledge (i) only public business matters lawfully exempted from open meeting requirements under § 2.2-3711(A.1 and A.8), and (ii) only such public business matters as were identified in the motion were heard, discussed or considered. **A roll call vote was called by Ms. Harker and executed by Dr. Edwards, with members certifying individually and unanimously**

(7-0) that all relevant closed-meeting requirements had been followed and satisfied.

Mr. Bland – Yes
Mr. Broderick – Yes
Ms. Guidera – Yes
Ms. Harker – Yes
Ms. Oldham – Yes
Mr. Reveley – Yes
Ms. Webb – Yes

DISCUSSION OF AN ANNOUNCEMENT COMMITTEE

Ms. Harker removed this item from the agenda; as a result, no discussion occurred.

NEXT STEPS

Members' discussion indicated preference for additional near-term vetting and review of candidates. The Committee did not set a date for its next meeting; nonetheless, members acknowledged a need to reconvene before mid-November.

MOTION TO ADJOURN

Ms. Harker adjourned the meeting at 12:12 p.m.

Victoria Harker
Committee Co-Chair

Katharine Webb
Committee Co-Chair

Alan Edwards
SCHEV Staff