

SCHOOLCRAFT COLLEGE
JC 228 • 18600 Haggerty Rd • Livonia MI 48152-2696
Board of Trustees Special Meeting
March 12, 2020

MINUTES

Members Present	Gretchen Alaniz, Brian Broderick, Dillon Breen, Bill Erwin, Terry Gilligan, Carol Strom
Members Absent	Joan Gebhardt
Call to Order for Special Meeting	Chair Broderick called the March 12, 2020, Special Board Meeting to order at 6:00 p.m.
Introduction of Guests and Comments from the Audience	In attendance: Joan Morehead, VP and CHRO
Comments from the Board	Trustee Erwin talked about the latest updates regarding the coronavirus.
Presidential Search Process	<p>Chair Brian Broderick led a discussion on the Presidential Search Process and their first meeting. At that time he asked Michelle Stando to come to the March board meeting and go over the Stakeholder Input Group meetings that will be conducted.</p> <ul style="list-style-type: none">▪ The group reviewed the draft of the College President job description which will continue to be revised and crafted.▪ Brian was impressed with the committee members and all the perspectives that they bring – staff, faculty, community, students and Foundation. Together they are a very solid committee.
	<p>President’s Job Description</p> <p>Chair Broderick had the Board go over the job description and the Board had a number of suggested edits. Including Trustee Erwin’s suggestion to add a note about the number of new program degrees and certificates that the Board has approved, showing that Schoolcraft is responsive to changes in the workforce and in our community needs.</p>
	<p>Request for Proposal (RFP) to Search Firms</p> <p>Chair Broderick asked the Board to read the RFP that will be going to the three search firms that responded to us - The Pauley Group, ACCT, and Stanton Chase.</p> <p>The Board reviewed and discussed the RFP. The responses to the RFP will be opened on April 30th by Brian Broderick and Matt Wilson. We will be holding a Special Board Meeting on April 8, 2020 at 6 pm to interview the executive search firms.</p>
	<p>Stakeholder Input Groups – The dates and venues are still being set up.</p>

**Consider Approval – Search
Firm Request for Proposal**

2020-12

Moved by Trustee Breen, seconded by Trustee Strom, that the Board of Trustees hereby approves the proposed RFP, and that it be sent on to the three executive search firms.

Ayes: Alaniz, Breen, Broderick, Erwin, Gilligan, Strom

Nays: None

Absent: Gebhardt

Motion carried.

Adjournment

Chair Broderick adjourned the meeting at 7:12 p.m.

Karla W. Frentzos, Associate Secretary

Brian D. Broderick, Chair

SCHOOLCRAFT COLLEGE
18600 Haggerty Road, Livonia, Michigan
734-462-4418

CERTIFICATE

I hereby certify that the attached is a true copy of the approved minutes of the Special Board meeting held on the 12th day of March, 2020, and that said minutes have been available for public inspection at the address designated on the posted public notice of said meeting from and after the 26th day of March, 2020.

Karla W. Frentzos
Associate Secretary
Board of Trustees