

**LONGWOOD UNIVERSITY BOARD OF VISITORS
RETREAT
Saturday, June 13, 2009**

Minutes

Call to order

Dr. Warriner-Burke, Rector of the Board of Visitors' convened the retreat at 8:30 a.m. on Saturday, June 13, 2009. The retreat was held in the Stallard Board Room on the University's campus.

Members present:

Ms. M. Jane Brooke
The Honorable Otis L. Brown
Mr. Barry J. Case
Mr. George W. Dawson
Mr. Thomas I. DeWitt
Mr. Robert E. Frye
Mr. Chin Han Kim
Mrs. Susan E. Soza
Dr. Helen P. Warriner-Burke

Board members absent were:

Mr. John B. Adams, Jr.
Ms. Marjorie M. Connelly
The Honorable John W. Daniel, II

Present at the request of the Board:

Ms. Brenda Atkins, Executive Assistant to the President for Governmental Affairs
and Special Projects
Ms. Jeanne Hayden, Secretary to the Board of Visitors
Dr. Jessica Kozloff, Senior Consultant, Academic Search, Inc.

Business

Dr. Warriner-Burke, Rector of the Board of Visitors, turned the retreat over to Mr. Case, Board member and Vice Chair of the Presidential Search and Screening Advisory Committee. Mr. Case outlined the business of the day and introduced Dr. Kozloff, Senior Consultant of Academic Search, Inc.

Dr. Kozloff outlined her credentials and those of Academic Search, Inc. She stated that Academic Search provides professional search services to institutions of higher education particularly those associated with the American Association of State Colleges and Universities. They are sensitive to academia and are knowledgeable about their specific needs.

Dr. Kozloff reviewed draft copies of the timeline, advertisement, and Longwood University profile in detail. (A copy of these documents is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 1, June 13, 2009.)

Once finalized, the latter two documents will be posted on the Academic Search, Inc. website. During the review of the draft advertisement, a motion was made by Mr. Dawson requesting the Board’s Rector and the Chair and Vice Chair of the Search Committee to work with the Foundation to develop a salary range recommendation for the purpose of recruiting candidates for the Board of Visitors’ Executive Committee to review at its late summer meeting. The motion was seconded by Mr. Kim and approved by the Board. Mr. Case abstained from voting.

After reviewing the “profile” Dr. Kozloff asked Board members to share their aspirations in a new president. She told members that she will forward to them her notes from meetings with the on-campus constituents.

Adjournment

There being no further business, the Rector adjourned the meeting at 12:21 p.m.

M. Jane Brooke
Board Secretary