

**PRESIDENTIAL SEARCH AND SCREENING ADVISORY COMMITTEE**  
**Monday, February 15, 2010**

**Minutes**

**Call to order**

The Presidential Search and Screening Advisory Committee met at 2:00 p.m. on Monday, February 15, 2010 in the Amelia Room on the Longwood University campus. The meeting was called to order by Mr. Case, Committee Chair. The Chair acknowledged Dr. Kozloff, Dr. Marcus and Mrs. Soza on the phone, confirmed their location, and that no one else was in attendance at the remote locations.

Members present were:

Mr. Barry Case, Chair  
Dr. Helen Warriner-Burke  
The Honorable Otis Brown  
Mr. Hank Kim  
Mrs. Susan Soza (via telephone)  
Dr. Kenneth Marcus (via telephone)  
Mr. Michael Sheffield  
Dr. Deneese Jones  
Dr. McRae Amoss  
Mr. Troy Austin  
Dr. Roy Creasey  
Ms. Caitlin Revene  
Mrs. Nancy Scruggs  
Dr. Pamela Tracy

Members absent was:

Ms. Marge Connelly

Present at the request of the Committee:

Ms Brenda Atkins, Administrative Coordinator for the Presidential Search and Screening  
Advisory Committee  
Ms. Jeanne Hayden, Executive Assistant to the Board of Visitors  
Dr. Jessica Kozloff, Senior Consultant, Academic Search, Inc. (via telephone)

**Business**

Dr. Warriner-Burke moved to go into Closed Session under Section 2.2-3711 A1 of the Code of Virginia to discuss matters related to personnel. The motion was seconded by Mr. Kim.

Mr. Kim moved to have the Presidential Search and Screening Advisory Committee return to Open Session. The motion was seconded by Mr. Kim and approved by the Committee. In compliance with the provisions of the Freedom of Information Act, the Committee returned to Open Session. Mr. Kim moved to certify that the discussion in Closed Session was in accordance with the *Code of Virginia*. The motion was seconded by Mr. Brown and affirmed by

Mr. Case, Dr. Warriner-Burke, Mrs. Soza, Mr. Sheffield, Dr. Marcus, Dr. Creasey, Dr. Amoss, Mr. Austin, Mrs. Scruggs, Dr. Tracy, Ms. Revene, and Dr. Jones. (A copy of this compliance is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 1, February 15, 2010.)

**Adjournment**

There being no further business, Mr. Case adjourned the meeting at 3:55 p.m.

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Brenda L. Atkins  
Administrative Coordinator for the Presidential Search  
and Screening Advisory Committee