



August 26, 2022

Dear members of the Mary Baldwin community:

As Chair of the Board of Trustees, Gabby McCree '83, and Co-Chairs of the Presidential Search Committee, Harvey Westbrook and Helen Forster '83, we write today to share information about the process and timeline to appoint MBU's 10th president. As Dr. Fox shared in her retirement announcement on Monday, we will celebrate her tenure on April 13. During the academic year ahead, our trustees are fully committed to working together closely with Dr. Fox, the administration, and the entire community to advance our Board-endorsed four-year strategic and financial plan.

The national search for a dynamic leader to follow Dr. Fox's remarkable 20-year tenure is one of the highest responsibilities of the Board of Trustees, and we will seek and welcome input and engagement from faculty, staff, students, alumni, and broader constituents. Academic Search will be our consultants, and their team is led by L. Jay Lemons, president and senior consultant of the firm, who served for 25 years as a president in both public and private higher education. Other members of our Academic Search team include Dr. Sharon Herzberger, who served as president of Whittier College for 13 years, and Jennifer Kookan, who joined Academic Search from Merrimack College where she served as director of business student initiatives.

The search process is officially launched today, and a [special website](#) will offer updates and further information.

The Presidential Search Committee is composed of 16 members representing the Board of Trustees (current and emeriti), faculty, staff, the administration, and recent alumni. The Board Chair and the Co-Chairs of the Search Committee have thoughtfully considered ways to bring together committee members, with diverse perspectives and experiences, those who represent various academic disciplines or staff functions, as well as members from the local community. We include alumni from several decades with two recent graduates: one from the residential undergraduate program and one from our MDCHS graduate program.

## **Search Committee Members:**

- Helen Forster '83, Co-Chair of the Committee & Trustee, Owner of Diamond Outlet
- Harvey Westbrook, Co-Chair of the Committee & Trustee, Sr. Director and Assistant Chief Economist at FINRA
- H.C. Stuart Cochran, Trustee Emeritus, Staunton Community Leader
- Constance Dierickx, PhD, Vice Chair of the Board of Trustees, President of CD Consulting Group
- Dr. Adam Fajardo, Assistant Professor of English
- Sarah Flanagan, Parent & Trustee Emerita, Vice President for Government Relations and Policy Development at NAICU
- Christina Harris '14, Outreach and Instruction Librarian
- Louise McNamee '70, Former Board Chair & Trustee Emerita, retired partner from Messner Vetere Berger McNamee Schmetterer firm.
- Catherine "Cat" Ferris McPherson '78, MBA, Associate Dean and Director of the School of Business and Associate Professor of Business and Marketing Communication
- Jane Miller '76, Former Board Chair & Trustee Emerita
- Dr. Johanna Newman DNAP, CRNA, Founding Program Director, Nurse Anesthesiology Program
- Dr. Andrew Shipp DPT '18, Clinic Director and Doctor of Physical Therapy at PT Solutions Physical Therapy
- Sean Simplicio, Executive Vice President of Administration, Chief Financial Officer, and Treasurer
- Megan Speth, AVP of Enrollment Management and Director of Financial Aid
- Charles "Will" Webb, Sr. Vice President and Dean of the Palmer College of Professional Studies
- Destiny Woodall '20, Office of Inclusive Excellence Fellow and Alumni Ambassador Fellow in the Office of University Advancement

## **Ex-Officio:**

- Gabby McCree '83, Chair of the Board of Trustees, English Instructor and Community Volunteer
- Liesel Crosier, Associate Vice President of University Communication and Editorial Direction
- Megan McAllister MEd '18, Sr. Director of Board Operations & Principal Gift Officer to the President

The [Presidential Search website](#) will maintain an ongoing timeline as the search progresses. In broad outlines, the Search Committee will convene next week to begin work toward the development of the detailed Presidential Prospectus. We invite the community to be part of listening sessions by the team from Academic Search who will be on campus on September 7 and 8. Details will be forthcoming soon, with virtual options available. Soon thereafter a

survey will go out to members of the community, as well as alumni, for additional input to inform the prospectus and the desired qualities and experiences of our new president.

By early October the Presidential Prospectus will be finalized, and the nationwide search launched, as nominations and applications are solicited. Between October and early January the Search Committee will review applications and select candidates for initial virtual interviews. In January and early February further interviews will be conducted, with finalists selected and interviewed. The search committee hopes to make a recommendation to the Board of Trustees for final approval and appointment to the position. The Board plans to announce the new President in the spring.

The Board-approved Charge to the Search Committee follows at the end of this memo and will be posted on the website. We are eager to begin this exciting process, with great confidence in identifying a new visionary leader for Mary Baldwin University. We need and value your input.

Thank you most sincerely,

Gabby McCree '83; Chair, Board of Trustees

Helen Forster '83; Co-Chair of the Presidential Search Committee and Member of the Board of Trustees

Harvey Westbrook, Co-Chair of the Presidential Search Committee and Member of the Board of Trustees

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## **Mary Baldwin University Presidential Search**

### **Board of Trustees Charge to the Search Committee**

The election of a President is one of the most important responsibilities of the Mary Baldwin University Board of Trustees. The Board, with deep respect for Mary Baldwin's tradition of shared governance, has engaged a Presidential Search Committee (the "Committee") from a wide range of important stakeholders across the University community to lead this process. The Committee will consist of 16 members, with 8 Board members, 3 faculty members, 2 administrator(s), 2 staff member(s), 1 recent graduate. The Chair of the Board shall serve ex-

officio. Liesel Crosier, AVP of Integrated Communications and Megan McAllister, Sr. Director of Board Operations & Principal Gift Officer to the President will also serve as ex-officio members.

The Committee is charged with following the process described below and recommending to the Board of Trustees an individual who, in the Committee's collective judgment, is best qualified to lead Mary Baldwin University as its next President. In recognition of the importance of attracting the highest quality candidate pool, the Board has determined that the search will be conducted in a confidential manner.

The following is an outline of the search process and authority granted by the Board of Trustees to the Committee:

The Committee, led by its co-chairs, Helen Forster and Harvey Westbrook, will work closely with our search partners from Academic Search, Jay Lemons, Sharon Herzberger, and Jennifer Kooker, to conduct a national search.

This search will include announcements in appropriate publications and listings on the Mary Baldwin University and Academic Search websites. The Committee, after consultation with the Mary Baldwin community, will develop a leadership agenda, key objectives, and list of desired qualifications for the President that will guide the search and selection process and be shared with candidates and nomination sources.

1. The Committee will adopt a timetable for the search that will permit the Board's appointment of a President-elect by March 2023, or as soon thereafter as is feasible with an anticipated start date of July 1, 2023.
2. All members of the Committee are expected to attend all Committee meetings, whether virtually or in-person, and will submit input in the event that participation is impossible at the group meeting(s).
3. The Committee will assist Academic Search as necessary in conducting an active national search to attract highly qualified candidates. Members of the Committee will also encourage the University community to nominate qualified candidates and assure the development of a strong and diverse pool of candidates.
4. Academic Search will have direct contact with individuals who are able to recommend candidates or who may choose to be candidates themselves. Academic Search will serve as the primary contact for all prospects and candidates.
5. The Committee will observe strict confidentiality in the conduct of the search during the search and after it ends. In order to attract and retain the best qualified candidates, there can be no outside discussion of potential candidates or the internal workings of the search process.

6. The Committee through its co-chairs will make periodic reports and postings to the Presidential Search Website to the Board of Trustees and the Mary Baldwin community about the progress of the search.
7. The co-chairs of the Committee and the Chair of the Board are the only members authorized to speak on behalf of the Committee and to respond to inquiries regarding the Committee's work.
8. The Committee, with the assistance of Academic Search, will meet to identify a group of candidates for initial interviews with the Committee. The size of this initial interview group is at the discretion of the Committee.
9. The Committee, with the assistance of Academic Search, will conduct initial interviews.
10. The co-chairs of the Committee will work with Academic Search to organize how the process proceeds from the initial interviews, to include additional interviews and appropriate due diligence review.
11. Upon completion of the initial round(s) of interviews, the Committee will select one or more candidates to move forward as finalists in the search process.
12. Upon conclusion of its work, the Committee will develop and deliver a confidential report for the Board, including an overview of the search process, a list of strengths and weaknesses for each of the finalist candidates, as well as a recommendation of a single candidate.
13. The Board of Trustees will meet to consider and determine whether to accept the Committee's recommendation. If the recommendation is accepted, the Board will elect the next President of Mary Baldwin University. Upon the election of the president, the Committee will be discharged.

The Board of Trustees extends its gratitude to each member of the Presidential Search Committee for accepting the invitation to be part of the Committee. The Committee's shared work will have a great impact on the University for the next decade and beyond.