



**West Virginia School of Osteopathic Medicine
Presidential Search Committee Meeting
Friday, September 29, 2017 - 8:00 a.m.
Location: Room #2, John Manchin, II, DO Conference Center**

Members Present: Charles H. Davis, D.O., Chair
Robert B. Holstein, D.O., Vice Chair
Cheryl D. Schreiber, Secretary
J. Fred Earley, II
John Garlitz, D.O.
Seth Hammons
John Manchin, II, D.O.
Sherri L. Miller
Gary L. Poling, D.O.
Steven C. Sarver

Members Absent: Gregory A. Burton
David L. Ramsey
Chancellor Paul Hill, Ex-Officio

Staff Present: Dr. Michael Adelman, President
Jeffrey Shawver, Vice President for Legal Affairs & General Counsel
Leslie W. Bicksler, Associate Vice President of Human Resources
Tiffany Burns, Human Resources Manager
Dr. Andy Kelso, Human Resources Specialist

I. Call to Order/Roll Call

Chair Dr. Davis welcomed everyone to the Presidential Search Committee meeting at 8:00 am and asked Mrs. Schreiber to call the role. Mrs. Schreiber then called the role.

II. Establishment of a quorum

Mrs. Schreiber confirmed that the Presidential Search Committee had a quorum present.

III. Search Updates

Dr. Davis asked Leslie Bicksler to provide an update on the recruitment of candidates for the Presidential Search.

Ms. Bicksler stated that the President's position has been posted nationally since the end of June 2017 and is currently posted with the American Osteopathic Association, American Association of Colleges of Osteopathic Medicine, the National Health Care Network (which consists of over 50 professional organizations and job boards), the Association of American Medical Colleges, Inside Higher Education, Higher Ed Jobs network, WV Higher Education Recruitment Consortium, the WV State Journal, Chronicle of Higher Education, WVOMA ListServe, as well as the entire WVSOM Community.

Additionally, at the beginning of August the Office of Human Resources mailed out 6,035 "Invitations to Apply" to leaders in Higher Education across the country – a sample of the Invitation has been provided to each of the members of the search committee.

WVSOM received a wonderful diverse pool of qualified candidates and the Office of Human Resources looks forward to reviewing those candidates with the Presidential Search Committee during the Executive Session.

IV. Executive Session: Discussion of Candidates in the Presidential Search

Dr. Davis stated in accordance with the West Virginia Open Governmental Proceedings Act exceptions for the following agenda items, do I hear a motion to go into Executive Session to consider matters concerning the Discussion of Candidates in the Presidential Search?

Mrs. Schreiber moved that the Presidential Search Committee go into Executive Session.

Dr. Garlitz seconded the motion.

Dr. Davis stated that the motion to go into Executive Session to consider matters concerning the Discussion of Candidates in the Presidential Search has been made and seconded.

The motion passed and Dr. Davis said that we will now go into Executive Session and asked the Human Resources staff, President and General Counsel to remain.

V. Actions Emanating from Executive Session: Determination of Next Steps for Candidates in the Presidential Search Process

Dr. Davis stated the Presidential Search Committee is coming back into open session. During Executive Session, only topics indicated prior to going into Executive Session were discussed.

Dr. Davis then stated that the Presidential Search Committee needed to determine next steps for candidates in the presidential search process. Dr. Davis then stated that the Presidential Search Committee reviewed 39 applicants received to date for the presidential search during Executive Session.

Dr. Davis then asked for a motion to authorize Leslie Bicksler to set up next level interviews with up to 7 candidates on November 2-3, 2017, consistent with the Presidential Search Committee's discussion in Executive Session.

Dr. Garlitz made the motion and Dr. Holstein seconded the motion.

The motion passed.

Dr. Manchin then made the motion that at this time, the Presidential Search Committee will not consider additional applicants pending the outcome of the current applicants.

Mr. Early seconded the motion.

The motion passed.

VI. Adjournment

Dr. Davis asked for a motion to adjourn.

Mr. Earley made the motion and Ms. Miller seconded the motion.

The motion passed and the meeting adjourned at 11:00 a.m.

Approved on November 2, 2017

A handwritten signature in black ink, consisting of a large, stylized 'C' followed by a horizontal line extending to the right.

Charles H. Davis, D.O., Chair