

MINUTES

The Commissioners convened on December 2, 2013 at 9:00 a.m. at the Auburn University Montgomery (AUM) TechnaCenter.

Those present were Chairman Bill Watts; Vice Chairman Nancy Wright; Commissioners Jewel Buford, Steve Cawthon, Carole Harrison, Clif Miller, Dorothy Riggins-Allen, and Danny Sharp; and consultants Sharleen Smith and Jane Goodson with Auburn University Montgomery. Commissioner Reid Cummings was absent with notice.

The meeting having been duly noticed according to the Alabama Open Meetings Act, was called to order by Chairman Bill Watts and a quorum was declared.

The AUM consultants led the Commission meeting and advised the Commissioners of the following: On November 20, 2013 supplemental questionnaires from AUM were delivered via email to candidates meeting minimal qualifications; candidates had a November 30, 2013 deadline to return the completed questionnaires. The purpose of this Commission meeting was for commissioners to review the supplemental written questionnaires of potential job candidates and to identify candidates for the next stage of the interview process.

Commissioners were provided rating forms that included the approved rating criteria and rating anchors for each question, along with the supplemental questionnaires. The fifteen potential job candidates were rated individually. Overall ratings of each candidate were reviewed and discrepancies discussed.

With scores ranging from 1 to 4.5 on a 5-point scale, a band of scores in the high range was determined for candidates to be considered for an on-site interview, the next stage of the interview process. A final pool of candidates was determined after examining résumés.

AUM consultants will contact individuals who will continue in the interview process on December 16 and 17, as well as those who were not selected to proceed in the interview process.

The Commissioners decided to have the next meeting for interviews on December 16 and 17, 2013 at the Commission office instead of at the AUM TechnaCenter. The meetings will convene at 9:00 a.m. on each day.

The meeting recessed at 5:30 p.m. on December 2, 2013 and reconvened at 9:00 a.m. on December 3, 2013. The meeting was concluded at 3:30 p.m. on December 3, 2013.