

BOARD OF TRUSTEES OF EASTERN OREGON UNIVERSITY

RESOLUTION NO. 22-08

September __, 2022

Presidential Search and Selection Process

Under Oregon law, the Board of Trustees is responsible for appointing, employing, and supervising the university president (ORS 352.096). This is commonly recognized as an essential responsibility of the governing board of an American university, essential to the fulfillment of the board's fiduciary responsibilities.

On August 1, 2022, Thomas A. Insko notified the Board of Trustees that he was resigning his position as University President, effective September 30, 2022.

In Resolution No. 22-07 (August 19, 2022), the Board of Trustees appointed Richard Chaves and Lara Moore to serve as Interim Co-Presidents of the University, effective and directed Former President Insko to serve as an advisor to the Interim Co-Presidents during his remaining month.

Richard Chaves and Lara Moore have accepted their appointments as, respectively, Interim Co-President for External Affairs and Interim Co-President for Internal Affairs, and are actively engaged in their duties.

The Board has identified the following priorities for this interim period: 1) stability and continuity of administrative focus, 2) maintaining the university's momentum in pursuit of key initiatives, 3) engagement with university stakeholders, and 4) transparency in our procedures.

The Board wishes to begin the process of recruiting the next university president as soon as possible, with the goal of the next president reporting to duty no later than July 1, 2023. The Board intends for that process to invite broad participation from the university community and from the public at large.

Now, therefore, be it resolved that:

It is the goal of the Board to attract and retain the most highly qualified person to serve as President, whose knowledge and experience can advance the university's mission and strategic goals.

The Board retains ultimate authority to select, appoint, and employ the President of the University. This includes prescribing the president's compensation and the terms and conditions of the president's employment. The Board retains additional authority as described below. If it

becomes necessary, the Board may alter the process described below in order to fulfill the Board's responsibilities to the university and the public. **If the Board determines it is necessary to alter the process, it will notify the university community in a timely manner that allows deliberation, and seek their feedback relevant to the desired changes. Any alteration to the process should require advance notice of a public vote by the Board.**

The Board delegates to the Board Chair responsibility and authority to manage and oversee the search process.

As the assistance of a professional search consultant is required for the completion of a timely, professional, and effective presidential search, the Board Chair shall assure that the university issues a competitive solicitation to secure a contract with such a consultant.

Anticipated duties of the search consultant include:

- developing a leadership profile and/or position description,
- developing a robust and diverse pool of highly qualified candidates,
- advising the search committee, Board Chair, and Board, and,
- as directed, engaging with the university community and public to develop the conditions and information necessary for a successful search.

The Board directs the Board Chair to establish a Presidential Search Committee to assist and advise the Board Chair in implementing the search process. As directed by the Board Chair, the duties of the search committee may include:

- ~~assisting the Board Chair with review of applications by search consultant candidates and making recommendations for selection of a consultant,~~
- **Reviewing applications by search consultant candidates and making the selection of a consultant. There is no obvious reason why this should not be a process shared with the public.**
- advising and directing the search consultant, generally,
- designing a search process, in collaboration with the search consultant, establishing a timeline for the search process,
- planning and hosting opportunities for the campus community and public to provide input to the search, **in a form that is shared publicly, before any decision is made.**
- maintaining a web site on which information about the search is published
- drafting the leadership profile to be used in the search process,
- in collaboration with the search consultant, managing the publication of the position opening and the search **(again, this is prior to personnel issues that would necessitate confidentiality on the part of search committee members)**
- screening of applicants using the leadership profile / description as the basis of choice,
- designing and conducting the first round of interviews of qualified candidates,
- ~~recommending~~**selecting** a group of qualified applicants ~~to the Board Chair,~~ providing a report on the strengths and weaknesses of each ~~recommended~~ **selected** applicant in terms of the desired qualifications for the position, but not ranking the candidates,

- (once the ~~Board Chair~~committee has selected the finalists that the Chair will recommend for board consideration), announcing the finalist(s) to the university community and arranging campus visits for final candidate(s),
- providing the Board with a summary of campus and community reaction to the
- final candidate(s), and
- ensuring that confidentiality is strictly observed with respect to applicants and the committee's internal deliberations, **with the exception of reporting misconduct relative to the search process should it be observed.**

The Board Chair will appoint the members of the Presidential Search Committee, **except for one delegate from the EOU faculty and classified staff, which shall each select one delegate from their membership of their choosing.** The membership of the committee should be broadly representative of the university community and the public. At a minimum the membership of the search committee shall satisfy the specific requirements of ORS 352.096(3): that the committee include representatives of the university community (including at least one member each of the students, faculty and staff) and a president of another Oregon public university.

The search committee should consist of 12-18 members and include:

- multiple current and former trustees,
- a senior academic administrator,
- a senior non-academic administrator,
- a representative of the Associated Students of Eastern Oregon University,
- ~~a representative of the Faculty Senate~~
- **a faculty member from each college as well as the library (five representatives), selected by the faculty in each respective unit.**
- ~~a representative of the University Council who is a staff member~~
- **a representative of administrative professionals, selected by administrative professionals**
- **three representatives of the classified staff, selected by the classified staff.**
- a representative of the EOU Foundation, and
- a president of another Oregon public university.

The Board Chair will seek to appoint individuals with good judgment, the ability and willingness to objectively assess applicants, an understanding of (and commitment to rely on) the criteria identified in the leadership profile and/or position description, and a willingness and ability to invest the time in the search process, to put the university priorities and needs before narrower interests, and to maintain confidentiality during and after the search. In making committee appointments, the Board Chair will seek input from trustees, the University Council Chair, the presidents of Faculty Senate and the Associated Students of Eastern Oregon University, and university leadership. The Board Chair may also solicit slates of names from constituent groups **beyond those chosen by the groups themselves**, from which the Board Chair can select committee members of broad university representation.

The Board Chair will appoint one of the trustee members of the committee to chair the search committee and act as spokesperson for the committee. At the direction of the Board Chair, the Board Secretary will provide support to the committee, working closely with the committee chair, committee members and the search consultant.

The tasks of the Presidential Search Committee include the drafting of a leadership profile and/or position description. The committee will work with the search consultant and university community to develop this draft, and shall consult with the Board Chair regarding the Board's goals. The committee will submit its draft to the Board Chair **and the Board of Trustees**, who may edit the profile or description ~~prior to forwarding it to the Board of Trustees for final review.~~ **The final profile and description will be voted on by the Board of Trustees.** The search committee shall review applicants' qualifications for consistency with the published leadership profile and/or position description, and shall screen out those who are not qualified. The search committee shall interview the remaining candidates, and **select the preliminary finalists, reporting their selection** ~~recommend preliminary finalists~~ to the Board Chair. The committee's ~~recommendations~~ **selection** shall be accompanied by a detailed report of the strengths and weaknesses of each preliminary finalist, in terms of the leadership profile / position description. The committee will not rank the preliminary finalists.

~~The Board Chair will review the search committee's report and may exercise the discretion to further examine the preliminary finalists, including interviewing them. The Board Chair may narrow the field of candidates after consultation with the committee. After the Board Chair's independent review, the Board Chair will recommend final candidates to the full Board. The Board Chair's report may include a ranking of the finalists. Upon receiving the committee's selection~~ **Board Chair's report**, the Board may meet in executive session to **rank the finalists and** to discuss whether to narrow the field of candidates. **Any decision to narrow the field of candidates along with the rationale will be shared with the search committee.**

Because the Board wishes to attract the best-qualified candidates possible, a certain degree of caution and candor is necessary. High-caliber candidates often need to be recruited and cultivated in confidence. The premature disclosure of candidate information can have a chilling effect on the willingness of such candidates to be considered and can damage reputations at candidates' current institutions. Therefore, consistent with past practice under the State Board of Higher Education and at other Oregon public universities, the work of the Presidential Search Committee and the identity of candidates is to be kept confidential until it is determined that the identity of any finalist(s) should be made public. Members of the search committee will be required to pledge and maintain adherence to this confidentiality requirement in order to participate.

The only individuals authorized to speak publicly about the presidential search are the Board Chair and Presidential Search Committee Chair, **with the exception of reporting misconduct during the search process.** The Board Chair and search committee Chair may authorize additional committee members or staff to speak on specific topics or specific

occasions. Inquiries should be sent to the Board Secretary, who is to work with the Board Chair and search committee Chair on an appropriate response.

Once the names of finalists are publicized, the search committee will work to schedule on-campus interviews with a variety of university constituents. The Board will interview each finalist in executive session. Once community feedback on the candidates has been assembled, the board will meet again in executive session to deliberate on the finalists. The board ~~may~~ **will** ~~authorize the Board Chair to~~ approach the leading finalist to attempt to negotiate terms and conditions of employment. **The final offer will be made available to the university community.** If this negotiation is unsuccessful, the Board ~~Chair will advise the Board of this and~~ **will** seek further input in an executive session of the board. **The board will approach the next leading finalist to attempt to negotiate terms and conditions of employment. The terms and conditions offered may not be substantively greater than those offered to the leading finalist. This pattern will continue until successful negotiations occur or a failed search is declared.** Upon successful negotiation of the terms and conditions of employment between the Board ~~Chair~~ and the finalist, the Board will meet in open session to vote on the appointment of the finalist as university president.

The Board of Trustees adopted this resolution at a special meeting on September __, 2022.