



*Note for online reference: Any materials or exhibits referenced in this approved resolution can be found in the meeting's materials posted at <https://trustees.uoregon.edu/meetings>.*

## **Exhibit A**

### **Overview of 2022-23 the Presidential Search and Recruitment**

#### **OVERVIEW**

Appointing a president is one of the most important responsibilities of the Board of Trustees of the University of Oregon ("Board"). The process to search for, recruit and ultimately appoint a president must be thoughtful, disciplined, collaborative, creative and thorough. Gathering input from a cross-section of UO stakeholders is imperative to a successful search.

Although the Board retains the responsibility for the selection and appointment of UO's President, the Board delegates to the Chair of the Board ("Chair") the responsibility and authority to manage the search process and forward finalist(s) to the full Board for review and consideration.

#### **PRESIDENTIAL SEARCH COMMITTEE**

To assist with this process the Board Chair will establish a Presidential Search Committee (the "Committee" or "PSC"). The Chair will charge the Presidential Search Committee with organizing and executing all aspects of the search for and recruitment of candidates for the position as UO's next president. The Board Chair will ensure the search committee complies with ORS 352.096 and is consistent with the commitments made by the university in response to SB 854 during the 2021 Legislative session.

##### ***Committee Responsibilities***

The Chair shall charge the committee with organizing and executing the search. Activities will include but are not limited to:

- ✓ Working with a search firm to outline and structure the search process.
- ✓ Setting and announcing the schedule for Committee meetings.
- ✓ Planning and hosting opportunities for the campus community and public to provide input on the search.
- ✓ Developing position profile and related documents for the position of UO President.
- ✓ Managing all aspects of publicizing the position opening and search.
- ✓ Working with a search firm to assist with identifying, recruiting, and evaluating possible candidates for the position of UO President.
- ✓ Pre-screening applicants and narrowing the pool to a first round of selected interviewees.
- ✓ Interviewing selected potential candidates.
- ✓ Engaging in necessary site visits for recruiting, information gathering or other activities.
- ✓ Providing the Chair with final candidate recommendations.

##### ***Structure***

The Chair will appoint 19 members to the Committee. The Chair will appoint a current Board member to serve as Chair of the Committee ("Committee Chair") who shall run the Committee and a current Board member to serve as Vice Chair of the committee. The Committee shall contain the following members:

- ✓ Five UO trustees
- ✓ Five UO faculty members
- ✓ Three UO vice presidents
- ✓ Two members of UO academic leadership

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- ✓ One Undergraduate student
- ✓ One Graduate student
- ✓ One Classified staff member
- ✓ One president of another public university in Oregon
- ✓ Two at large members

The Board Chair may appoint such additional members, from within the University or from the community, as the Board Chair determines appropriate

#### **STAFFING**

The Committee will be staffed by the University Secretary, who will work in close coordination with the Committee Chair and Vice Chair. Other UO executive staff members may be asked to provide support throughout the process (e.g. general counsel, vice presidents).

#### **INITIAL PROCESS POINTS**

The Board Chair may retain the services of a search firm to assist with the search. A formal timeline will be established by the Committee after consultation with the search firm. The following items below provide an overview of selected early process points. Given the nature of the work required to prepare for a presidential search, many activities will be front-loaded (e.g., development of a position profile). Work will also be backloaded when it comes to vetting, reviewing, and interviewing potential candidates.

These items are targeted for completion by November 1:

- ✓ Appoint members of the Search Committee
- ✓ Select a search firm
- ✓ Develop and go live with a web page dedicated to information about the search
- ✓ Schedule for public forums announced
- ✓ Begin development of draft presidential profile

#### **RECOMMENDATIONS TO THE BOARD / BOARD ACTION**

The Search Committee shall recommend qualified and vetted preliminary finalists to the Board Chair, who shall forward final candidates to the full Board. The Board shall interview finalists forwarded by the Board Chair. The Board's final decision must be made in a public meeting and the Board's decisions and deliberations leading to that decision are to be made in accordance with Oregon's public meetings law.

#### **SEARCH CONFIDENTIALITY**

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 Search Committee and the identity of candidates is to be kept confidential. Members of the Search Committee will be required to maintain adherence to this confidentiality requirement to participate.

#### **SEARCH COMMUNICATION**

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The Board recognizes that the campus community—faculty, staff, students, and community partners are invested in the future and success of the University and deeply interested in the selection of a new President. Members of the campus community have invaluable insight to help inform a good selection. The composition of the Search Committee, its mandate, the processes, and procedures it is to use, the position profile and the desired characteristics of an ideal candidate are all matters that should be carefully and thoroughly communicated to the campus.

**SPOKESPERSON/MEDIA RELATIONS**

The only individuals authorized to speak publicly about search and recruitment activities and processes are the Board Chair and Committee Chair. The Board Chair and Committee Chair may authorize additional committee members or staff to speak on specific topics or specific occasions. The Committee should send any inquires to the University Secretary, who will manage those requests and work with the Board Chair and Committee Chair to respond as appropriate.