

CT BOARD OF REGENTS FOR HIGHER EDUCATION
BOARD OF REGENTS FOR HIGHER EDUCATION
RESOLUTION

concerning

SEARCH PROCESS PROCEDURES TO BE UTILIZED
for the
COMMUNITY COLLEGE REGIONAL PRESIDENTS AND
CHIEF EXECUTIVE OFFICER POSITIONS

September 20, 2018

WHEREAS, In 2015, via BR # 15-08, the Board of Regents for Higher Education (BOR) amended the policy governing the selection and appointment of university and college presidents, [4.2 University and College Presidential Search Policy](#); and

WHEREAS, On June 21, 2018, via Board Resolution # 18-089, the BOR endorsed a Revised Students First Plan calling for CSCU to, in part:

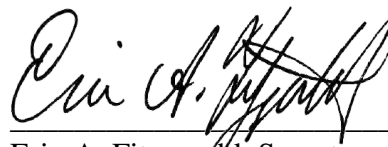
“...implement a regional structure, while maintaining the 12 accreditations of the colleges until fall 2023, our target date for transition to a singly accredited college. Three Regional Presidents will be hired in spring 2019, while maintaining the 12 college-based chief executive, chief financial and chief academic officers per NEASC standards.” and

WHEREAS, To provide clarity regarding the search process that will be utilized during the above-referenced interim period for the three Community College Regional Presidents as well as the Chief Executive Officer positions, and

WHEREAS, In recognition thereof and responsive to input received from the Board’s Human Resources & Administration Committee, the attached search process describes the selection for the Community College Regional Presidents and Chief Executive Officer positions. NOW, THEREFORE, BE IT

RESOLVED, That the Board of Regents for Higher Education hereby approves the attached search process outlines for the Community College Regional Presidents and Chief Executive Officer positions effective immediately and until such time as a Community College President is appointed and installed pursuant to Board Policy #15-08. (A target date for transition to a singly accredited college is Fall 2023.)

A True Copy:



Erin A. Fitzgerald, Secretary
Board of Regents for Higher Education

ITEM

Search process procedures to be utilized for the Community College Regional Presidents and Chief Executive Officer positions.

BACKGROUND

In November 2013, the Board approved a policy governing the search process for the selection and appointment of university and college presidents. When developing the policy, the Board's intent was to create procedures providing for an open, competitive and inclusive search processes. In 2015, the Board approved a minor amendment allowing the Board Chair to select a member of the Board to serve as a committee chair. This item does not modify the existing policy, [4.2 University and College Presidential Search Policy](#). It is intended to set forth the process that will be utilized based on the Board's June 21, 2018, endorsement of a Revised Students First Plan, which called for CSCU to, in part:

“...implement a regional structure, while maintaining the 12 accreditations of the colleges until fall 2023, our target date for transition to a singly accredited college. Three Regional Presidents will be hired in spring 2019, while maintaining the 12 college-based chief executive, chief financial and chief academic officers per NEASC standards.”

The Human Resources & Administration Committee members have discussed the matter of the search process with President Ojakian and members of his staff and have provided feedback resulting in the attached proposed search procedures to be followed for the Community College Regional Presidents and Chief Executive Officers. These procedures will be followed beginning with the search for the three Regional Presidents (anticipated hiring Spring 2019) until the appointment of the Community College President (Fall 2023 target date for transition to a singly accredited college). In selecting the President for the singly accredited Community College of CT, the Board's existing Policy 4.2 will be in place. Following that appointment, selection of Regional Presidents and additional chief executive officer positions within the office of the President of the single community college will be the responsibility of the President with collaboration with the CSCU President and with Board input as the Community College President deems appropriate.

RECOMMENDATION

Adopt the attached resolution clarifying the search process procedures to be utilized for the Community College Regional Presidents and Chief Executive Officers beginning with the search for the three Regional Presidents (anticipated hiring Spring 2019) until the appointment of the Community College President (Fall 2023 target date for transition to a singly accredited college).

Regional President Search Process

Note: This process is modeled on the BOR Presidential Search Policy #15-08 with variation to accommodate regional nature of the search. This process would apply to the selection for Regional Presidents in advance of the 2023 appointment of a College President for the singly-accredited Community College of CT who would lead future searches.

The Regents Search Committee

The Chair of the BOR shall determine the size of the committee, appoint members of the Board to the committee, and either chair or appoint a member of the Board to serve as committee chair. The Regents Search Committee establishes criteria and processes for the selection of the President, conducts such other due diligence review as the committee deems appropriate, considers the recommendations of the CSCU President and the Regional Advisory Committee (RAC) and makes a recommendation to the Board of Regents for the appointment of Regional President.

Regional Advisory Committee Membership

The Regional Advisory Committee (RAC) assists the search process by providing input into the criteria for the selection of the Regional President, reviews the resumes of applicants and recommends possible candidates to the BOR Search Committee for consideration, participates in the interview process for the semi-finalists and finalists, and makes recommendations to the Regents' Search Committee for nominees to be considered for the appointment. The chair (or co-chairs) of the Committee shall be elected by its members.

Membership includes:

- 3-5 Faculty representatives from the colleges (1 from each)
- 3-5 Professional staff representatives from the colleges (1 from each)
- 3-5 Support staff representatives from the colleges (1 from each)
- 3-5 Foundation representatives from the colleges (1 from each)
- 1 SAC representative

Capitol-East Region:	21 members
North-West Region:	17 members
Shoreline-West Region:	13 members

Administration of the Search

1. The Regents' Search Committee shall establish and provide guidelines for the search. The search shall proceed according to the Affirmative Action Policy of the Board of Regents and the campuses that comprise the Region.
2. The BOR Chair shall be responsible for the administration of the search, including the keeping of official records of the Regents' Search Committee. The CSCU President shall have the opportunity to meet with the finalists and have the sole and exclusive responsibility for contacting candidates recommended by the search committee who are under consideration.
3. Members of the Regents' Search Committee and the Regional Advisory Committee shall have access to the resumes and such other information as is available for those candidates determined to be under serious consideration for appointment.
4. The finalists shall visit the region and meet with Regional Advisory Committee members, administrators, students, faculty, staff and community leaders/other stakeholders through open forums. The Regents' Search Committee shall seek comments following the regional forum from the Regional Advisory Committee Chairperson.
5. Complete confidentiality of all proceedings shall be maintained throughout the search. The names of all candidates under consideration and any other information and/or material related to the search process shall be held in strict confidence by all persons having access to such information. Breach of confidentiality can result in grave injustice to the candidates and serious harm to the reputation of the Board of Regents, CSCU, and the campuses.

Campus CEO Search Process

Note: This process is modeled on the BOR Presidential Search Policy #15-08 with slight variation to accommodate the local nature of the search. This process would apply to selection for Campus CEOs in advance of the 2023 appointment of a College President for the singly-accredited Community College of CT who would lead future searches. The initial selection of Campus CEOs would also include Board of Regents representative(s) with appointment to the CEO position made by the full Board.

The CSCU Search Committee

The CSCU President shall determine the size of the committee, appoint members to the committee including the respective Regional President as well as representatives from the system office and Board of Regents, and either chair or appoint a member to serve as committee chair. The CSCU Search Committee establishes criteria and processes for the selection of the Campus CEO, conducts such other due diligence review as the committee deems appropriate, considers the recommendations of the respective Regional President and Campus Advisory Committee and makes recommendation to the Board of Regents for the appointment of Campus CEO.

Campus Advisory Committee Membership

The Campus Advisory Committee assists the search process by providing input into the criteria for the selection of the Campus CEO, reviews the resumes of applicants and recommends possible candidates to the CSCU Search Committee for consideration, participates in the interview process for the semi-finalists and finalists, and makes recommendations to the CSCU Search Committee for nominees to be considered for the appointment. The chair (or co-chairs) of the Committee shall be elected by its members.

Membership includes:

- Faculty representatives from the campus
- Professional staff representatives from the campus
- Support staff representatives from the campus
- Student representatives from the campus
- Foundation representatives from the campus
- Alumni/community representatives

Administration of the Search

1. The CSCU Search Committee shall establish and provide guidelines for the search. The search shall proceed according to the Affirmative Action Policy of the Board of Regents and the campuses.
2. The CSCU President shall be responsible for the administration of the search, including the keeping of official records of the CSCU Search Committee. The CSCU President shall have the opportunity to meet with the finalists and have the sole and exclusive responsibility for contacting candidates recommended by the search committee who are under consideration.
3. Members of the CSCU Search Committee and the Campus Advisory Committee shall have access to the resumes and such other information as is available for those candidates determined to be under serious consideration for appointment.
4. The finalists shall visit the campus and meet with administrators, students, faculty, staff and community leaders and other stakeholders. The CSCU Search Committee shall seek comments following the campus visit from the Campus Advisory Committee Chairperson.
5. Complete confidentiality of all proceedings shall be maintained throughout the search. The names of all candidates under consideration and any other information and/or material related to the search process shall be held in strict confidence by all persons having access to such information. Breach of confidentiality can result in grave injustice to the candidates and serious harm to the reputation of the Board of Regents, CSCU, and the campuses.