MARSHALL UNIVERSITY BOARD OF GOVERNORS
Meeting of December 17, 2004

ITEM:	Review of the Presidential Search and Screening Process and Determination of Membership of Search Committee
COMMITTEE:	Committee of the Whole
RECOMMENDED RESOLUTION:	Resolved that the Board of Governors determine the composition of the search and screening committee.
STAFF MEMBER:	F. Layton Cottrill, Jr.

STATEMENT:

As a result of the recent retirement of the president effective December 31, 2004, it will be necessary for the Board of Governors to determine the process and ultimately select the next president of Marshall University. The process is described in law by Chapter 18B of the West Virginia Code and Administrative Rules Title 133 Series 5 which is attached.

By way of brief history, the process utilized prior to the creation of the Board of Governors was completely set forth in code and provided that the Institutional Board of Advisors would sit as a search and screening committee. That group consisted of 11 lay members and representatives of the faculty, administration, staff and students. The previous statute authorized the appointment of three individuals by the Board of Trustees and for additional faculty at the discretion of the Board of Advisors. This group was directed to act as a search and screening committee for the purpose of providing three to five names of qualified finalists to the Board of Trustees for their selection as president.

The new process makes the governing board totally responsible for the conduct of the search both procedurally and financially. Series 5 indicates that any procedures shall include the following minimum elements.

1. If a search committee is appointed, the chair and vice chair shall be from the citizen membership of the governing board.

2. A statement of characteristics and qualities of president should be developed by the governing board.

3. Any search committee will include representatives of faculty, staff and students.

4. Position announcement prepared and distributed to appropriate media.

5. Interviews of finalists shall be conducted on campus with opportunities for the campus groups and community input.

6. Background checks required for finalists.

7. The governing board has total discretion over composition of committee.

8. The search shall be confidential until finalists are invited to campus.

9. Governing board can retain a consultant.

10. Terms of compensation must be consistent with the guidelines of the Policy Commission.

11. The governing board must approve a process for the Policy Commission members to attend interviews of finalists and approve the final selection of a president.

It should be noted that 18B-1B-4(17) (duties of the Policy Commission) provides that their role is one of "advise and consent," and that their approval is only to ensure through personal interviews that the person selected understands and is committed to the goals and objectives of the institutional compact and the goals for higher education as set forth in 18B-1-1a. The governing boards are specifically vested with the power to appoint the president in 18B-1B-6.

Possible items for discussion under this agenda item might include composition of the committee, characteristics and qualities of the next president and process for constituent input, retention of a search consultant, and the potential timeframe for conducting the search among others.