

AGENDA
Committee Meeting

Council on Postsecondary Education
Thursday, June 21, 2018
12:00 PM
CPE Offices, Conf Rm A

1. Welcome & Roll Call
2. Approval of Minutes (May 24, 2018 meeting)
3. An Update & Discussion with AGB Search
 - a. Charge to the Committee
 - b. Confidentiality Statement 3
 - c. Committee role and responsibilities
 - d. Update from Listening Sessions
 - e. Search process
 - f. Timeline review (Action item) 4
 - g. Advertising and communication plan 5
 - h. Committee Discussion
 - 1) What challenges do you believe the next president will need to undertake?
 - 2) What are the attributes that you wish to see in the next president?
 - 3) Why would someone want to come to this office and to Kentucky?
4. Other Business
5. Adjournment

STAY CONNECTED TO THE CPE!



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**Kentucky Council on Postsecondary Education
Presidential Search Committee**

PARTICIPATION AGREEMENT

As a member of the Presidential Search Committee for the Kentucky Council on Postsecondary Education (CPE) or CPE staff to the Committee, I understand that the ultimate success of our endeavor and the integrity of the Kentucky CPE, depend on this search being conducted in an impartial, ethical, and respectful manner. Therefore, I hereby agree as follows:

1. I am personally not a candidate for the position being searched, nor shall I become a candidate.
2. Unless otherwise directed by law, I pledge to respect the absolute confidentiality of all applicants for the position and those persons who might inquire about the position. I will not disclose any information about such persons during the search process and after its completion.
3. Unless otherwise directed by law, I pledge to maintain absolute confidentiality about all discussions of the Search Committee during the search process and after its completion.
4. The committee has designated the Chair as the spokesperson for the presidential search committee and all communications to any party are to come directly from the Chair or shall be authorized by him.

Agreed _____

Date _____



DRAFT PRESIDENT AND CEO SEARCH COMMITTEE TIMELINE

Date	Task
May 24*	Consultants initiate conversation with President Search Committee
June 5*	Consultants engage in pre-search listening
June 6*	Consultants engage in pre-search listening with CPE presidents
June 21*	President Search Committee meets Charge delivered, confidentiality discussed (agreement reviewed) Review of search process Timeline discussed Communication/advertising plan discussed Position attributes/requirements discussed
June 21-22	CPE meeting
June 29	President Search Committee receives draft leadership advertisement
July 6	Draft leadership advertisement returned with comments
July 9	President search launched Office opens search Web site Online advertisements placed for immediate posting Communication plan enacted
July 20	Print advertisement in <i>The Chronicle of Higher Education</i>
September 4	Deadline for applications
September 6	President Search Committee receives access to applications
September 17*	President Search Committee meets Selection of semifinalists Questions developed
September 18	Consultants begin to conduct listed reference checks
October 3, 4, and 5*	President Search Committee meets Neutral site interviews with semifinalists Finalists selected
(10 to 14 days required)	AGB Search begins due diligence process on finalists Consultants conduct off-list reference checks
October 16*	President Search Committee meeting President Search Committee makes recommendations to CPE
October/November	CPE meeting CPE interviews finalists Selection of President-elect
	AGB Search remains with leadership for one year from appointment, as requested

*Consultants on site and/or electronic presence as directed by CPE President Search Committee

Approved by Search Committee, _____

KENTUCKY COUNCIL ON POSTSECONDARY EDUCATION
PRESIDENT SEARCH

Recommended Communication and Advertising Plan

Print/Electronic

It is recommended that the advertisement representing the position is placed in national publications which are readily available and read by a broad audience of potential candidates. Among those are the following:

American Conference of Academic Deans

The Chronicle of Higher Education

Community College Daily
(American Association of Community Colleges)

Diverse: Issues in Higher Education Jobs (Diverse Jobs)

The Hispanic Outlook in Higher Education

Inside Higher Education

Journal of Blacks in Higher Education

Women in Higher Education

- Social media outlets typically used by the organization should be recipient of the information.
- The office should engage social media and print information upon placement of the advertisement for all typical outlets.
- Kentucky has 23 daily, 120 weekly and more newspapers (Kentucky Press Association). A selected number of them may merit attention with a press release issued by the Council office. This will accomplish the important task of informing statewide readers of the search.
- A single-point of contact for media inquiry and official response is necessary.

Organizations/Contacts

AGB Search has access to numerous mailing lists to introduce and invite likely candidates, as well as nominations, to the candidate pool for the position.

(Primarily Alphabetical List)

- Alliance for Equity in Higher Education
- American Association of Hispanics in Higher Education
- American Association of State Colleges and Universities
- American Council on Education
- American Indian Higher Education Consortium
- Asian Pacific Americans in Higher Education
- Association of American Colleges and Universities
- Association of Chief Academic Officers (ACE Affiliate)
- Association of Public & Land-grant Universities
- National Association of Independent Colleges and Universities
- Educause
- Hispanic Association of Colleges and Universities
- Kentucky Chamber of Commerce
- Kentucky Press Association
- LGBTQ Presidents in Higher Education
- NASPA-Student Affairs Administrators in Higher Education
- National Association of Diversity Officers in Higher Education
- National Association for Equal Opportunity
- National Association of System Heads
- National Indian Education Association
- Southern Association of Colleges and Schools Commission on Colleges
- Southern Regional Education Board
- State Higher Education Executive Officers
- Statewide college/university presidents
- Selected chairs of Governor's commissions, e.g., Native American Heritage, African-American Heritage (if recommended)
- Consultants/AGB Search contacts, experience, "tug" process

Office Web Site/Association of Governing Boards Search Web Site

Coordinating boards, systems, universities, colleges, and associations in the midst of a search for the chief executive typically establish a Web site specifically for the ability to post the advertisement, a profile, search committee/sub-committee members, the expected timeline, meeting schedule, and other search-related news for the interested reader. This also is a source for the potential candidate to learn more about the organization's view of the position (via the profile) and to explore the organization's home Web site.

AGB Search posts the accepted advertisement and a profile on its Web site. The AGB Search site is a resource for most in the public and private higher education community.

5-31-18