

Proposed Timeline for Presidential Search

	Activity	Completed on or before:
1	Nominate Committee Members	February 12
2	Committee and Board to Review and Provide Comments to HR on draft job announcement	February 16
3	Finalize and Post Job Announcement for 6 to 8 weeks	February 16
4	First Committee Meeting	February 17 or 18 at 8am or 4:30pm or Feb 19 at 11am or 3pm
5	Create Presidential Search Web Site	February 19
6	Begin soliciting Online Feedback on desirable Presidential Characteristics from Students/Faculty/Staff/Community and nominations	February 19
7	Host two (2) town hall meetings for campus community so that Screening Committee can give and receive feedback on process	February 26
8	Develop Interview Questions and Written Exercise	April 4
9	Applications Due	April 8
10	Select First Round Interviewees	April 15
11	Complete First Round Interviews	April 29
12	Conduct Reference Checks on Finalists <ul style="list-style-type: none"> ○ Each constituency represented on the committee will contact its counterparts on the campuses of the Finalists ○ HR will conduct independent reference checks ○ <i>Site Visits?? (I believe these are entirely unnecessary and will take up undue time. Plus, the same can be learned from a phone call.)</i> 	before final interviews take place
13	Finalist Interviews with Chancellor and Campus Forums <ul style="list-style-type: none"> ○ VPs, as one group, and Deans, as another group, will also meet separately with finalists 	May 11 BOT Meeting
14	Board Interviews	May 11 BOT Meeting