



## PRESIDENTIAL SEARCH COMMITTEE

**March 11, 2016 ~ 1:30 pm (CT)**

*Augenstien Alumni Center ~ Rick and Ann Guillame Executive Board Room*

- Opening Remarks and Introductions (*Dr. Phillip W. Bale*)
- Search Committee Charge / Duties and Responsibilities (*Mr. Frederick A. Higdon*)
- Search Consultant Process (*Dr. Phillip W. Bale*)
- General Considerations (*Dr. Phillip W. Bale*)
  - Institutional Review Process
  - Compensation Study
  - Time Frame
  - Public Forums
- Legal Considerations (*Ms. Deborah T. Wilkins*)
  - EEO / Affirmative Action
  - Kentucky Open Records / Open Meetings Act
- Presidential Search Webpage (*Dr. Phillip W. Bale*)
- Process / Committee Coordination (*Ms. Julia J. McDonald*)
- Other Business



**Presidential Search Committee**  
***Duties and Responsibilities***

Through this confidential process, the Presidential Search Committee (PSC) shall:

- Fully participate in search committee activities including meetings, interviews, and discussions;
- Conduct the search in an impartial, ethical, and professional manner;
- Comply with all applicable laws and university policies;
- Maintain strict confidentiality and adhere to the Code of Conduct / Confidentiality Agreement approved by the Board of Regents on February 12, 2016;
- Acknowledge and agree that the Search Committee Chair, Dr. Phillip W. Bale, is the sole and official spokesperson on all matters related to the *search* process;
- Work closely with the Executive Search Firm throughout all aspects of the process;
- Develop a position profile based upon present and perceived future needs of WKU with consideration of findings from an institutional review, and with receipt of input from numerous stakeholders;
- Conduct a national search to produce a strong pool of qualified and diverse applicants;
- With assistance from the Board of Regents, develop a compensation package that is competitive, attractive, and offers some range of flexibility; and,
- Develop and adhere to a timeline for recommending three to five highly qualified, thoroughly vetted, unranked candidates by December 1, 2016, to the Board of Regents which shall serve as the *Selection* Committee to make the final hiring decision no later than March 1, 2017.