

**EXECUTIVE SUMMARY**

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**Item Name: Update on Northern Arizona University Presidential Search and Approval of Search Guidelines**

Action Item

**Requested Action:** The board will receive an update on the NAU presidential search, and the board office asks the board to approve the proposed Northern Arizona University Presidential Search Guidelines.

**Background and Discussion**

The board is conducting a search for the next president for Northern Arizona University. The board will receive an update regarding the search from the search advisory committee co-chairs and the board office.

In addition, the board adopts guidelines to govern the presidential search process. The board is expected to have a discussion around the proposed NAU presidential search process. The proposed guidelines will be provided to the board and disclosed to the public prior to the upcoming October 2, 2020 discussion.

### **Northern Arizona University Presidential Search Guidelines**

The Arizona Board of Regents (the board) is responsible for selecting the next Northern Arizona University (NAU) president. The presidential search process at NAU will be conducted in accordance with the following guidelines:

1. The board will develop a search process that collects feedback and input from various university and other constituencies, including faculty and staff, alumni, students and the communities the university serves.
2. The board will meet to discuss and determine the leadership characteristics desired in the next NAU president in light of the needs of NAU.
3. The board will use an advisory committee. The purpose of the advisory committee is to identify, recruit, and assess a diverse pool of qualified prospects.
4. Regents Manson and DuVal will serve as co-chairs of the advisory committee that will assist the board in its presidential search. The board chair will appoint members to the advisory committee.
5. The board will keep the NAU community apprised of the search's progress. Throughout the search process, public information regarding the search process will be posted on the board's website as it becomes available.
6. As advisory committee co-chairs, Regents Manson and DuVal will speak for the advisory committee, and all press inquiries related to the work of the advisory committee should be forwarded to the co-chairs.
7. In addition to an advisory committee, the board may engage a search consultant to assist in recruiting and assessing presidential prospects. Consultant services will be procured on a competitive basis in accordance with the board's procurement policies.
8. The presidential search will comply with Arizona's open meetings and public records laws. The advisory committee co-chairs and/or the search consultant may provide the board with periodic updates as to the status of the search.
9. The advisory committee will assess individuals who have applied for or who have been recruited for the position and will gauge these prospects using the board-adopted leadership characteristics.

#### **REGENTS**

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Governor Doug Ducey ♦ Superintendent of Public Instruction Kathy Hoffman

Chair Larry E. Penley ♦ Executive Director John Arnold

10. To create and maintain a diverse and qualified pool of prospects, the search consultant, members of the advisory committee, the board, and board office may encourage potential prospects' initial and continued participation in the search process.
11. The advisory committee will conduct a preliminary assessment of the qualifications of each prospect by reviewing information pertaining to the prospect, including a review of any application letters, nominations, curriculum vitae (CV), resumes and other related written materials, and by sharing information gathered as a result of the exploratory meetings and recruiting contacts.
12. The search consultant and advisory committee will maintain files, conduct contacts and conversations with individual prospects, and complete the preliminary assessment of the qualifications of prospects in a manner designed to protect the confidential nature of the search process and the privacy interests of the individual prospects.
13. Following its preliminary assessment of the qualifications of the prospects, the advisory committee will identify those prospects whose qualifications best meet the board-adopted leadership characteristics. The advisory committee may invite those prospects to participate in discussions with committee members.
14. The advisory committee will forward prospects to the board with the committee's accompanying assessments.
15. The board will review the prospects forwarded by the advisory committee and will consider the relative qualifications of each prospect and any assessments provided by the advisory committee and the search consultant.
16. At its discretion, the board will determine which prospects it wants to seriously consider and then invite those prospects for personal interviews with the full board. The board may interview whomever it desires, which may include all, some or none of the advisory committee's suggested prospects.
17. Individuals who are invited to participate in interviews with the full board will be advised that participation in interviews with the board will make them a candidate in the search and may require the public disclosure of the candidate's identity and CV or resume in accordance with Arizona public records laws.
18. Prior to making its selection, the board may invite one or more finalist(s) to campus or appropriate locations for meetings with various campus constituencies.

19. The board will vote in a public meeting to appoint a new president and enter employment contract negotiations with the selected finalist.
20. After the conclusion of the search, the board will disclose to the public aggregated, non-personally identifiable information regarding persons whose qualifications were considered by the advisory committee and the board, which may include the following: gender; age; race, ethnicity; types of positions held in academia or elsewhere; educational background; and geographic diversity. The board will also disclose costs associated with the search process and the sources of funding.