

BOARD OF TRUSTEES CHARGE
to
PRESIDENTIAL SEARCH ADVISORY COMMITTEE

The Board of Trustees (Board) and members of the Harper College community appreciate your willingness to serve on the Presidential Search Advisory Committee (PSAC) as it undertakes the important work that will lead to the appointment of the next president of the College. The Board will be engaging a professional search firm to assist with this vital undertaking.

The following charge outlines key expectations the Board has of the search process and the responsibilities and authority granted to the PSAC:

1. The Chair of the PSAC shall be the sole spokesperson for the Committee.
2. The PSAC will adopt a timetable that will permit the appointment of a President by March 31, 2019 or as soon thereafter as possible.
3. Based on candidate criteria received from the Board, the PSAC will develop a statement of desired candidate qualifications that will guide the search and screening process and be shared with potential candidates and nomination sources. This statement of qualifications will be informed by the vision and goals of the institution and a formal assessment of the institution's challenges and opportunities as they relate to presidential leadership of the College.
4. The PSAC, with the assistance of the search firm, will conduct an active national search to attract a highly qualified and diverse pool of candidates and will develop the necessary strategies, processes and procedures to achieve that objective. The search will be conducted in a manner that reflects the values of the College and its standards of professional conduct.
5. The Chair of the PSAC will make periodic general reports to the Board about the progress of the search.
6. The PSAC will observe strict confidentiality in the conduct of its search activities as provided by the laws of the State of Illinois for activities that are purely advisory in nature. Any member of the Committee who breaches confidentiality may be removed from the Committee without replacement. All members will comply with the Presidential Search Advisory Committee Ethics Statement and any applicable Harper College policies regarding confidentiality and non-disclosure of personnel information. Staff assigned to provide assistance to the PSAC will likewise observe strict confidentiality in all matters related to the search.
7. The PSAC will present to the Board three or more finalist candidates evaluated as highly qualified to fill the position of President, unranked, but with an assessment of the strengths and weaknesses of each. Upon submission to the Board, the PSAC will have completed its responsibilities and will be dissolved.

(Signature)

Gregory S. Dowell
Chair, Board of Trustees

(Signature)

Pat Stack, Chair
PSAC

(Signature)

Diane Hill, Vice Chair
PSAC