



## Presidential Search - Search Timeline

<u>Date</u>	<u>Activity</u>
<b>November 27</b>	<b>Intake meeting with Search Chair and Interim President</b> Search Chair meets with POLIHIRE to discuss the timeline and process
<b>December 3</b>	Board Meeting
<b>December 4</b>	Formal announcement of search/Press release
<b>December 13</b>	<b>Leadership Profile Finalized</b> Finalize leadership profile and ad <ul style="list-style-type: none"> <li>Search Chair sends communication sharing the leadership profile with the community; leadership profile is posted on website and in targeted publications and websites</li> </ul>
<b>December 13 - February</b>	<b>POLIHIRE Recruitment Period</b> POLIHIRE conducts outreach and recruiting efforts to identify strong candidates. Search committee members also work to identify candidates <ul style="list-style-type: none"> <li>Search Chair sends communication to the Committee/Board providing a high-level update on the search (January)</li> </ul>
<b>Mid-February</b>	Candidate materials available for Committee Review
<b>Late February</b>	<b>Search Committee Meeting</b> Presentation and Selection of candidates for interview
<b>Early March</b>	<b>First Round Interviews</b> <ul style="list-style-type: none"> <li>Search Chair sends communication to Committee/Board providing high-level update on search</li> </ul>
<b>March-April</b>	POLIHIRE conducts references on finalists
<b>Mid-March to Early April</b>	<b>Second Round Campus Interviews with Finalists</b> <ul style="list-style-type: none"> <li>Two to four finalists visit for a series of in-depth interviews held on or near campus</li> </ul>
<b>April</b>	<b>Board Vote</b> Board reviews Search Committee observations and elects new President
<b>By April 30</b>	<b>Trustees announce new President</b> <ul style="list-style-type: none"> <li>Provide announcement of new president via email and media outlets</li> </ul>