



# Leadership Search Committee

## Attendees:

- **Anthony Romo**, Committee Chair  
VP of Enrollment and Graduate Services, Senior Management Representative
- **John Swiger**, Ph.D Board of Governors Chair, Independent Member
- **Russ Lebo**, Chief Financial Officer, Affiliate Member
- **Michael Perry**, SJVC CEO, Board of Directors Member

## Agenda:

1. **Review of Bylaw: 4.2 Hiring of President**
2. **Search Committee Members**
3. **Desired traits of President**
4. **Search Committee Responsibilities**
  - a. Identify Talent pool of qualified applicants
  - b. Screens
  - c. Interviews
  - d. Identify lead candidate(s)
5. **Final candidate(s) presented Board of Directors: Target Date**
6. **Board of Directors Interview: Target Date**
  - a. Identify lead candidate(s)
7. **Final candidate(s) presented to Search Committee: Target Date**
8. **Board of Governors Interview: Target Date**
  - a. Discretionary Interview
  - b. Search Committee is able to make recommendation
9. **Board of Governors Selection: Target Date**
  - a. Required Vote to make selection
    - i. 2/3rds majority required of full BOGs
    - ii. Include one affirmative vote by Board of Directors' member
    - iii. *Selection process repeated until approval from BoGs*
10. **Board of Directors – Compensation and Employment terms**
11. **Communication Plan**
  - a. Developed by Senior Management
  - b. Consultation
    - i. Board of Governors
    - ii. Board of Directors

## 4.2 Hiring of President

The Board of Directors and the BoG conduct the search for, screen, and select a candidate for the position of President. The process may include the following steps:

- The Board of Directors establishes a search committee that includes at least one Non-Affiliate Member of the BoG, one Affiliate Member, one Board of Directors' Member, and is chaired by a member of the Senior Management.
- The search committee identifies any desired traits for the position of President based on the college mission, vision, and culture.
- Working with the SJVC Human Resources Department, the search committee builds a pool of qualified applicants. The committee identifies, screens, and interviews appropriate candidates for advancement to the next phase of the process.
- The candidate(s) selected for advancement is presented to the Board of Directors. The Board of Directors interview the advancing candidate(s) and identify a lead or leading candidates to the search committee.
- The search committee presents the lead or leading candidates to the BoG for their consideration. The BoG may interview the lead candidate(s) to whatever extent the BoG deems necessary and appropriate. To assist the BoG in its deliberations, the search committee may make a recommendation to the BoG for the selection of a particular candidate.
- If a candidate is approved by a two-thirds majority vote of the full BoG (to include at least one affirmative vote by a Board of Directors' member), the Board of Directors negotiates appropriate compensation and employment terms.
- If a candidate is not approved by a two-third majority vote of the full BoG, the selection process is repeated until the full BoG votes by a two-thirds majority to hire one of the candidates presented (to include at least one affirmative vote by a Board of Directors' member).
- A communication plan (internal and external) is developed by the Senior Management, in consultation with the BoG and Board of Directors.