



### **Presidential Search Advisory Committee**

BE IT RESOLVED, That the following persons are appointed to serve as the presidential search advisory committee to assist the Board of Trustees in the selection of the next president of Central Michigan University. The appointments are pending their acceptance by signature of the Agreement to Confidentiality and a Code of Ethics.

1. Four trustees: Tricia A. Keith, chair  
William R. Kanine  
Richard K. Studley  
Robert F. Wardrop II, vice chair

An alternate, Patricia E. Mooradian, is appointed to serve only if another trustee is unable to serve.

2. Chairperson of the Academic Senate: Bradley J. Swanson
3. Faculty representative to the Trustees-Faculty Liaison Committee: Melinda L. Kreth
4. Administrator: Steven L. Johnson
5. President of Student Government Association: Anna L. Owens
6. President of the CMU Alumni Association: Thomas C. Olver
7. Member of the general public: W. Sidney Smith
8. Up to three additional appointments: David B. Keilitz  
Pamela Wasko Murray  
René R. Shingles

**Appointed by CMU Board of Trustees: 15-0215**



### **Charge to the Presidential Search Advisory Committee**

BE IT RESOLVED, That the following Charge to the Presidential Search Advisory Committee dated February 15, 2018, is adopted.

### **Charge to the Presidential Search Advisory Committee**

The search advisory committee is an active seeker of nominations and applications from strong candidates for the presidency of Central Michigan University, including persons of color and women. The Board will retain a national search firm, and the search advisory committee will coordinate with it on the recruitment process.

The search advisory committee and search firm will use the presidential profile developed by the Board of Trustees as the basis for vacancy notices and advertisements.

The search advisory committee chair is asked to meet with the affirmative action officer to review the elements of an affirmative search and the affirmative action officer's role. The Board has issued an affirmative action statement, a copy of which is attached.

No member of the search advisory committee shall be permitted to solicit information or take any action without the written authorization of the chair of the committee. Search advisory committee members will be asked to act as ambassadors to the university community in explaining the search process.

The search firm representative will meet with the search advisory committee to present and discuss likely candidates. Other candidates may be presented for further consideration by search advisory committee members.

Using the Board approved presidential profile, the search advisory committee will assess these candidates and identify likely candidates. The search advisory committee will conduct confidential interviews and then develop an unranked list of most likely candidates. The search advisory committee will present the list of candidates to the Board, in confidence and unranked. The Board is very interested in the search advisory committee's assessment of the most likely candidates, but the search advisory committee is not empowered to eliminate any individual from consideration.

The Board will conduct further due diligence to fulfill its responsibilities.

The Board considers all applications and nominations confidential. Confidentiality for nominees and applicants is extremely important. The Board believes confidentiality of the names of candidates and information developed about them and their employing institutions is necessary to attract high quality finalists, to avoid putting their current positions in jeopardy, and to protect Central Michigan University's integrity. The search advisory committee will be required to conduct its meetings and deliberations

consistent with this commitment. Each member of the search advisory committee will sign an Agreement to Confidentiality and a Code of Ethics, a copy of which is attached.

Additional responsibilities of members of the search advisory committee include providing overall fiduciary duty to the university, aligning around the final candidate selection, and working to promote the transition to a new president.

**Amended by CMU Board of Trustees: 15-0215.**

**Adopted by CMU Board of Trustees: 09-0423.**



### **Agreement to Confidentiality Statement and Code of Ethics**

BE IT RESOLVED, That the following Agreement to Confidentiality Statement and Code of Ethics dated February 15, 2018, is adopted.

### **Agreement to Confidentiality Statement and Code of Ethics**

The person signing below is a member of the presidential search advisory committee asked to assist the Central Michigan University Board of Trustees in recruiting and assessing candidates for the next president of the university. Each member of the search advisory committee is asked to execute this agreement to maintain confidentiality and to adhere to a code of ethics.

By my signature below, I pledge to adhere to the following:

1. I understand that the work of the search advisory committee requires that I have access to information developed and received about candidates and their employing institutions. I understand that confidentiality of this information is necessary to attract high quality finalists, to avoid putting their current positions in jeopardy, and to protect Central Michigan University's integrity. Therefore, I agree to keep all information about candidates absolutely confidential. I agree that I will not reveal the identity of, or any other information about, candidates either during the search or after the search advisory committee completes its work, unless obligated to reveal such under the law.
2. I acknowledge that only the chair of the Board of Trustees is authorized to speak to the news media on behalf of the board, and only the chair of the search advisory committee is authorized to speak to the news media on behalf of the committee.
3. I certify that I am not a candidate for the position and that I do not have a predetermined candidate for the position.
4. I agree to disclose promptly to the search advisory committee any appearance of real or potential conflict of interest in a relationship between a candidate and myself.
5. I will be fair, accurate, honest, and responsible in my management of information germane to the search. I will guard against inaccuracies, carelessness, bias, and distortion made by either emphasis or omission of information. I commit myself to the affirmative action statement issued by the Board concerning this search. (A copy is attached.) I will strive to treat issues impartially and handle controversial subjects dispassionately. I will give accurate and complete reports on candidates to the search advisory committee chair. I will place the best interests of Central Michigan University ahead of all special and personal interests, and I will use common sense and good judgment in applying ethical principles to committee work.

6. I understand that the chair of the search advisory committee may dismiss me from the committee if I violate this agreement, and that the chair of the Board may dismiss the chair of the search advisory committee if he/she violates this agreement.

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Signature

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Date

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Printed name

**Amended by CMU Board of Trustees: 15-0215.**  
**Adopted by CMU Board of Trustees: 09-0423.**



### **Affirmative Action Statement**

BE IT RESOLVED, That the Affirmative Action Statement dated February 15, 2018, is adopted.

### **Affirmative Action Statement**

The Board is committed to having an affirmative action search for the president of Central Michigan University. The Board will direct the search firm and the advisory committee to take all reasonable efforts to attract a diverse pool of candidates. Others are especially invited to nominate persons of color and women for consideration as candidates for the presidency.

The search for the president will be conducted on a national basis.

The Board has made every effort to assure that the search advisory committee includes diverse members.

The chair of the search advisory committee and the chair of the Board shall consult with the university affirmative action officer to assure that the selection criteria and the recruitment effort is nondiscriminatory and affirmative. At a minimum, the chair of the search advisory committee will consult with the affirmative action officer to review the proposed position announcement. Either the chair of the search advisory committee or the primary contact from the search firm, or both, will discuss the advertising or recruitment plans with the affirmative action officer before they are initiated to ensure that an affirmative action recruitment effort has been established. Prior to scheduling face to face interviews with candidates, the chair of the search advisory committee shall consult with the affirmative action officer concerning the candidates to be interviewed. Prior to making an offer of the position, the chair of the Board shall consult with the affirmative action officer concerning the final hiring recommendation.

Announcements of the vacancy in large display advertisements shall contain the following statement:

CMU, an AA/EO institution, strongly and actively strives to increase diversity and provide equal opportunity within its community. CMU does not discriminate against persons based on age, color, disability, ethnicity, gender, gender expression, gender identity, genetic information, height, marital status, national origin, political persuasion, pregnancy, childbirth or related medical conditions, race, religion, sex, sex-based stereotypes, sexual orientation, transgender status, veteran status, or weight (see <http://www.cmich.edu/ocrie>).

All other announcements of the vacancy and advertisements for the position of president shall contain the following statement:

CMU is an AA/EO institution, providing equal opportunity to all persons, including minorities, females, veterans, and individuals with disabilities. (see <http://www.cmich.edu/ocrie>).

**Amended by CMU Board of Trustees: 15-0215.**

**Adopted by CMU Board of Trustees: 09-0423.**