



Charge to the Provost Search Committee

LIM College appreciates the search committee's willingness to undertake the important work that will lead to the appointment of the new Provost. The following charge outlines our expectations with respect to the search process and the authority granted to the search committee:

1. The search committee will work from the position description of desired qualifications for the Provost to guide the search and selection process and be shared with candidate and nomination sources.
2. The search committee will adopt a timetable for the search that will permit the appointment of a Provost by July 1, 2018 or as soon thereafter as is feasible. All members of the committee are expected to attend all committee meetings.
3. The search committee will assist in conducting an active national search to attract highly qualified candidates. Members of the committee will also encourage the LIM College community on and off campus to nominate qualified candidates for the next/new Provost and assure the development of a strong and diverse pool of candidates.
4. The search committee will make periodic reports to members of the LIM College community about the progress of the search.
5. The search committee will observe strict confidentiality in the conduct of the search. Any member of the search committee who breaches confidentiality may be removed from the committee without replacement.
6. The committee will work with the consultant(s) to narrow the field of candidates to 8-10 candidates for whom named references will be checked and phone screens will be conducted. The committee will then narrow those candidates to a group of 4-5 semifinalists for neutral site interviews. After such neutral site interviews, members of the committee will recommend (2-3) finalist candidates for on-campus interviews.
7. The search committee will meet after on-campus interviews with finalists to recount its work and to present (in unranked order) recommendations for appointment.