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UNIVERSITY

Chair
Board of Governors

Memorandum

To: Members of the Rutgers University Community

From: Dr. Ralph Izzo
Chair of the Board of Governors

Date: June 22, 2011

Subject: The Presidential Search and Selection Process

After nearly a decade of dedicated leadership, Dr. Richard L. McCormick will step down as President of Rutgers on June 30, 2012. He has led the way in combining excellence and accessibility, two hallmarks of a successful state university, and has built a solid foundation for the next President. Rutgers is a better institution because of Dick McCormick's service and his unwavering commitment to undergraduate education and research at the highest level. I thank him for his commitment to lead Rutgers until the search for his successor is complete.

The Board of Governors, acting with the advice and consent of the Board of Trustees, is authorized by New Jersey law to appoint the President of the University. The search and selection procedure that Rutgers will follow is consistent with the current practices of peer institutions and is intended to assure input from the entire University community.

Given the importance of the search and its impact on Rutgers and New Jersey, I am pleased to share with you the following details and to invite your participation in the process.

The Search Process

The University community will have opportunities to recommend attributes and qualifications desired in the next President through public forums and through email. Members of the Board of Governors, the Board of Trustees, the Board of Overseers, faculty, staff, students, alumni, and the larger University community will also be invited to nominate candidates for consideration by the Presidential Search Committee.

As is typical of university presidential searches, an external consultant will be engaged to assist the Search Committee in soliciting and vetting nominations.

As Chair of the Board of Governors, I will select the individuals to serve on the Presidential Search Committee following the criteria described below. The Committee will identify and screen presidential candidates before presenting to the Board of Governors the names of at least five candidates, in unranked order, who best embody the preferred characteristics of the President of the University.

The Board of Governors, assisted by some members of the Board of Trustees, will consider the final slate of candidates presented by the Presidential Search Committee. Once the Board of Governors determines which candidate should be appointed President, it will then seek the advice and consent of the full Board of Trustees.

If the Board of Trustees consents to the recommended selection, the candidate will then be formally appointed as President of the University.

Composition of the Presidential Search Committee

In considering nominees for the Presidential Search Committee, I will make certain that I appoint a committee that fully represents the rich diversity of the University community. The membership will reflect the following composition:

- Someone from within the University and someone who does not currently work at the University but has strong ties to it to serve as Chair and Vice Chair (in no predetermined order).
- Two members from the Board of Trustees, one of whom will be the Chair of the Board of Trustees.
- The Chair of the Board of Overseers by virtue of office.
- The Chair of the University Senate by virtue of office.
- The Chair of the Rutgers University Alumni Association by virtue of office.
- Eight faculty members representing Rutgers' three campuses, including five from New Brunswick, two from Newark, and one from Camden, from nominees chosen as follows:
 - Each arts and sciences faculty, the faculty of each college and school, and the faculty of the centers, bureaus, and institutes will have the opportunity to nominate one or more of its members who have made distinguished contributions to the University and to the academic profession.
 - From these nominations the Interim Executive Vice President for Academic Affairs (for the New Brunswick campus) and the Chancellors of the Newark and Camden campuses (for their respective campuses) will present nominations to me as follows: the Interim Executive Vice President for Academic Affairs will present no fewer than 14 names; the Newark Chancellor will present no fewer than six names; the Camden Chancellor will present no fewer than four names.
 - Each nomination will be accompanied by a brief summary of the relevant experience of the nominee and a brief statement by the nominee indicating the perspectives that he/she will bring to the process of the selection of the President.

- Four students with at least one year of study at the University remaining, including two from New Brunswick, one from Newark, and one from Camden, from nominees chosen as follows:
 - The Vice President for Student Affairs (for New Brunswick) and the Chancellors of the Newark and Camden campuses will work with student leaders to identify nominees for their respective campuses as follows: The Vice President for Student Affairs will present no fewer than six undergraduate and three graduate student names; the Newark Chancellor will present no fewer than three names; the Camden Chancellor will present no fewer than three names.
 - Each nomination will be accompanied by a brief summary of the relevant experience of the nominee and a brief statement by the nominee indicating the perspectives that he/she will bring to the process.
- Two members of the University staff, from nominees chosen as follows:
 - The Senior Vice President for Finance and Administration (for New Brunswick) and the Chancellors of the Newark and Camden campuses each will nominate three staff members who are broadly representative of their respective campuses.
 - Each nomination will be accompanied by a brief summary of the relevant experience of the nominee and a brief statement by the nominee indicating the perspectives that he/she will bring to the process.
- Three members-at-large from the Rutgers community.

Those nominated to serve on the Presidential Search Committee must agree to make the substantial commitment of time and effort required by the process so that a slate of candidates may be selected in as expeditious a manner as possible. All meetings will be held on the New Brunswick campus. All nominations for the Presidential Search Committee must be sent to presidentalsearch@rutgers.edu by July 8, 2011. Please indicate on your submission whether your nomination is for a faculty, staff, or student representative and which campus the nominee represents. The Secretary of the University will work with the campus leaders designated above to select the final slate of nominees for my consideration.

Administration of the Search Process

I have designated Jon Alger, the Senior Vice President and General Counsel of the University, to provide legal and technical support for the search process and to assist the Presidential Search Committee in the fulfillment of its responsibilities. Leslie Fehrenbach, the Secretary of the University, will organize appropriate staff support and procedures to ensure the efficiency and effectiveness of the search process.

Confidentiality of Candidates

The experience of peer institutions demonstrates that strict confidentiality is a necessary component of the search process in order to attract and sustain the interest of highly qualified candidates. With this in mind, I will direct the Presidential Search Committee to adopt procedures and carry out its responsibilities in a manner that will ensure absolute confidentiality.

Moving Forward

The selection of the President is a significant undertaking, which will likely take several months. While the identity of candidates must remain confidential as noted above, we will strive to ensure that the community understands and is regularly updated with regard to the process. In an effort to keep all interested parties informed and to gather input from the Rutgers community, the University has developed a Presidential Search website: presidentalsearch.rutgers.edu. Please check the website periodically for new information as it becomes available. I will also send updates and announcements via email.

Thank you for your assistance with the search and for all you do to make Rutgers the leading public research university that it is today. I am confident that we will attract a pool of highly qualified candidates from which to select Rutgers' 20th President.