

UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES

17 September 2015

ITEM: II.S

TOPIC: UCAT President Selection Process

BACKGROUND

On August 28, 2015 in a special UCAT Board of Trustees meeting with Utah Governor Gary Herbert, UCAT President Rob Brems announced his upcoming retirement on December 31, 2015. That announcement changes the directions discussed and approved in the May 26, 2015 and June 11, 2015 meetings of the Board of Trustees.

Two proposed actions under this item are being recommended to rescind the leave of absence and to withdraw the appointment of an acting UCAT president. A third proposed action is to appoint a UCAT Presidential Search Committee. A fourth proposed action is to approve a seven-step process and timeline for the identification and appointment of a new UCAT president.

Under the direction of Board leadership a search process for a new UCAT President has been developed for discussion and approval of the Board of Trustees. The process has also been vetted with Governor Herbert.

It contains seven steps:

Step One: Posting of a UCAT President job announcement was carried out by UCAT Administration under the direction of UCAT Board of Trustees leadership on the UCAT website on September 15, 2015. Posting on statewide, nationwide and limited international sites will begin on September 21, 2015. State and national/international sites that have produced the most applications for campus president positions over the past three years include KSL.com, higheredjobs.com. The Council on Occupational Education has been requested to send an attachment of the announcement through an email process to the 400+ technical education institutions that they accredit. The position will be advertised until October 16, 2015 with applications being due to the UCAT office by the close of that work day.

Step Two: On Monday, October 19, 2015 the UCAT Presidential Search Committee will receive confidential PDF files containing each application received that met the basic requirements of the process. They will be provided criteria for scoring the applications and asked to confidentially submit those scores to the UCAT office by Wednesday, October 21. On Thursday, October 22, the UCAT Presidential Search Committee will meet to review cumulative scores and identify a group of approximately ten candidates to be interviewed.

Step Three: On Monday, October 26, 2015 the UCAT Board of Trustees will receive confidential PDF files containing the applications of the approximate ten candidates to be interviewed. On Thursday, October 29, 2015 the Board of Trustees will meet in closed session to confidentially interview the candidates. The Board will select approximately 3 finalists to move forward in the process. Within a short period of time, Governor Herbert will be consulted and the names of the finalists will be made public, according to state law.

Step Four: On Thursday, November 5, 2015 the UCAT Board of Trustees will re-interview finalists to identify a new, potential UCAT president. The potential selection will be communicated to Governor Herbert seeking his approval. Communication will also be made with Senate President Niederhauser for his input.



Step Five: A public announcement of the new UCAT president will be made by the UCAT Board of Trustees in an official meeting of the Trustees and in conjunction with Governor Herbert. Announcement would indicate the appointment is pending consent of the Utah State Senate.

Step Six: Seek Senate consent for the new UCAT president at November interim meeting on November 18, 2015.

Step Seven: New UCAT president begins service on December 1, 2015 and works with President Brems during December, 2015. President Brems' last official day will be December 31, 2015.

RECOMMENDATIONS

It is recommended that the UCAT Board of Trustees rescind the leave of absence approved for UCAT President Rob Brems on May 26, 2015.

It is recommended that the UCAT Board of Trustees withdraw the appointment of former UCAT President Darrell White to serve as Acting UCAT President which was approved on June 11, 2015.

It is recommended that the UCAT Board of Trustees approve the following six individuals as a UCAT Presidential Search Committee:

Tom Bingham, Chair
Mike Madsen, 1st Vice Chair
Jim Evans, 2nd Vice Chair
Jim Olsen, Governor Herbert's Appointed Trustee
Steve Moore, Trustee, UCAT Representative on State Board of Regents
Rob Brems, UCAT President

It is recommended that the UCAT Board of Trustees approve the seven-step process and proposed dates described herein for selection of a new UCAT president.

