

NORTHEAST COMMUNITY COLLEGE

ADMINISTRATIVE PROCEDURE NUMBER: AP-7110.1

FOR POLICY NUMBER: BP – 7110

HIRING PROCESS - PRESIDENT

1. PROCEDURE SUMMARY STATEMENT

To establish a hiring process for the President's position.

2. DEFINITIONS

N/A

3. PROCEDURE

3.1 This hiring process supersedes the general hiring process procedures (AP-7110.0), where different, with regard to the hiring process for the President.

3.1.1 A committee of not less than three (3) Board members shall be appointed by the Chairperson of the Board to consider candidates for the Presidential vacancy.

3.1.2 At the discretion of the Board, an advisory committee composed of the Vice Presidents and the Associate Vice Presidents may assist the Board Committee in arriving at a list of candidates to be interviewed by the full Board. The advisory committee may be expanded to include a representative of each employee group and the Student Leadership Association (SLA) at the discretion of the Board.

3.1.3 The Board shall conduct a personal interview with the recommended candidates for President.

3.1.4 Employment of the President shall be approved by the Board.

4. APPLICABILITY

N/A

ISSUE DATE: 01/06/2021

EFFECTIVE DATE: 01/06/2021

REVISION DATE(S): 01/10/1974 (item #0443 – Code 4010.a); 05/18/1989 (item #5243 – Code 4010.a); 05/12/1994 (item #6839 – Code 4010.a); 09/12/1996 (item #7739 – Code 4010.a); 03/12/1998 (item #8267 – Code 4009.b); 06/10/1999 (item #8527); 03/09/2006 (item #9853); 07/01/2014; 01/06/2021

PRIOR POLICY/PROCEDURE NUMBER: 4009.b

SCHEDULE FOR REVIEW: 2026

DIVISIONS/DEPARTMENT RESPONSIBLE FOR REVIEW & UPDATE: Human Resources

SPONSORING DIVISION/DEPARTMENT: Human Resources

RELATED PROCEDURES/ REFERENCE: none

PROCEDURE KEY WORDS: hiring process; President