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| POLICY NAME: | 203.01: President: Recruitment and Selection |
| EFFECTIVE: | 01-24-08 |
| SUPERSEDES: | 203.01 issued 01-24-03; 05-27-99; 08-22-96; 01-25-96; 03-24-05 |
| SOURCE: | State Board of Education Resolution |
| CROSS REFERENCE: | |

1. Upon notice of a presidential vacancy, the Chancellor may recommend the transfer of a current System President to fill the vacancy.
2. In the event the Chancellor does not recommend the transfer of a current System President to fill the vacancy, the following procedure will be followed:
 - 2.1. The Chancellor will appoint an Interim President to assume the responsibility of the day-to-day operation of the institution.
 - 2.2. The Chancellor will determine the appropriate time frame which shall not exceed one hundred twenty (120) days from the date of the advertisement of the vacancy and will provide for an orderly transition including, if necessary, assumption of the responsibility of the day-to-day operation of the institution;
 - 2.3. The Chancellor will disseminate appropriate notices of vacancy, including posting the vacancy at each System campus, and will solicit qualified applicants for the position;
 - 2.4. The State Board of Education will appoint a search committee which shall reflect, to the extent practicable, the composition of the community of the service area in which the institution is located, and leaders in education and business from the State at large. The committee shall be made up of the following:
 - 2.4.1 Two (2) elected full-time employees on Salary Schedule D from the institution;
 - 2.4.2 One (1) elected support personnel from the institution;
 - 2.4.3 A representative of the Alabama Department of Postsecondary Education, selected by the Chancellor;
 - 2.4.4 A President of a state two-year institution, selected by the Chancellor;
 - 2.4.5 Four (4) representatives of the local community, and the State at large, selected by the State Board of Education member in whose district the institution is located;
 - 2.4.6 Two (2) representatives from the State at large, one selected by the Chancellor and the other selected by the State Board of Education member in whose district the institution is located.

- 2.5. The search committee will employ appropriate procedures, including operating under Robert's Rules of Order, to select the top three (3) applicants for recommendation to the Chancellor.
- 2.6. The Chancellor and the State Board of Education will interview the top three (3) applicants. The Chancellor will make a recommendation of one of the three applicants to the State Board of Education.
- 2.7. The State Board of Education will either accept or deny the Chancellor's recommendation for appointment of one of the top three (3) applicants.
- 2.8. If the Chancellor's recommended applicant is not selected by the State Board of Education, the Chancellor may submit the name of one of the remaining two (2) applicants to the State Board of Education, or the Chancellor will reopen the search.
- 2.9. Notwithstanding any of the above, in the best interests of the institution and The Alabama College System, the Chancellor may elect to recommend none of the top three (3) applicants to the State Board of Education. In such circumstances, the Chancellor will reopen the search.