

3358:11-1-14 Presidential succession plan policy.

- (A) Purpose. The purpose of a formal succession plan for the president/chief executive officer is to protect the college and to ensure continuity of college operations when a short-term or long-term circumstance may arise, which may be either a planned or unplanned absence or a departure of the incumbent. It will be the responsibility of the college president to continuously keep the executive leadership team regularly abreast of presidential activities should a loss of service transpire.
- (B) Policy statement. In the event of a loss of presidential service, there shall be an assignment of an acting president or an appointment of an interim president, as appropriate. The acting president or interim president shall serve at the pleasure of the board in the temporary assignment or interim appointment.
- (C) Terms.
 - (1) Acting president/short-term absence. The board chair shall assign a vice president/chief officer who is familiar with the board and presidential/executive-level matters to serve as an acting president in the short-term; generally, a temporary period of one to three months in which it is expected the incumbent-president will return to the position once the events precipitating the absence are resolved. In such a situation, the consideration for an acting president that may be assigned to a vice president/chief officer should address if there may be a potential for a conflict of interest (fiduciary or direct) between the presidential and the vice-presidential responsibilities so that such vice-presidential responsibilities will be assigned to another individual within the college.
 - (2) Interim president/long-term absence. The board shall search and appoint an individual with senior-level leadership and administrative experience in higher education or applicable experience to serve as an interim president in the long-term for an absence in which it is expected the incumbent may not return to the position for an unknown period of time.
 - (3) Line of leadership. Therefore, the line of leadership is recommended, as follows.

- (a) Provost/Vice President, Academic Affairs
 - (b) Vice President, Student Affairs
- (D) Authority. The acting president or the interim president shall have full authority for the position role, responsibilities, performance and accountability as the college president.
- (E) Communication and transition plans. The board chair shall initiate a communication plan to the college community (internal and external stakeholders) and other key external supporters or agencies. The board chair shall initiate a transition plan for the transfer of presidential responsibilities.
- (F) Presidential search. In the event of a loss or a permanent absence of presidential service, the board chair, with input and direction from the board and with the support of the board secretary, shall initiate a request for professional services from eligible executive search consultant firms to assist in a search for qualified candidates for the position of president/chief executive officer of the college.
 - (1) The board as a whole shall make the selection of an executive search firm.
 - (2) Upon the selection of an executive search firm, the board chair shall appoint a presidential search ad hoc committee, as promulgated in the bylaws and the rules of the board of trustees, and may serve as the chair of the ad hoc committee.
 - (3) With the assistance of the executive search firm, the presidential search ad hoc committee shall make recommendations of the semi-finalists; and, the board as a whole shall conduct final interviews and shall formally appoint a permanent president.
 - (4) The board as a whole, with the assistance of special counsel through the Ohio attorney general's office, shall establish employment terms, conditions and compensation range. The college's standard benefits apply to the president position.