



Memorandum

GARY L. MILLER  
*Chancellor*

To: University Community

From: Gary L. Miller *Gary L. Miller*

Date: November 7, 2018

Subject: Provost Search

I recently met with the University Committee to initiate a national search for Provost and Vice Chancellor for Academic Affairs. We reviewed both the UW-Green Bay policy and the superseding Board of Regents policy on recruiting vice chancellors. Board policy permits the Chancellor to organize vice chancellor searches in any manner he/she deems appropriate. However, I believe the UW-Green Bay policy is a good framework for the Provost search and with a few modifications mentioned below, and discussed with the University Committee, we will follow our institutional policy for this search.

Here are the key elements of the search process with notes about how they vary from our institutional policy and rationale where appropriate.

1. CBO Sheryl Van Gruensven will serve as chair of the Search and Screen Committee (SSC). (UW-Green Bay policy has the SSC electing the chair.)
2. A national higher education search firm will be hired to assist in conducting the search. (Both policies are silent on this.)
3. I will solicit nominations for the SSC from each of the four governance groups and then appoint the committee. (As stipulated in our current policy.)
4. The majority of the SSC will be composed of tenure or tenure-track members of the faculty. (As stipulated in our current policy.)
5. The SSC will be whatever size is necessary to achieve appropriate representation. (UW-Green Bay policy places limits on the size of the committee.)
6. The SSC will include one or more members from the community. (UW-Green Bay policy restricts outside members to one or, on rare occasions, two.)
7. I will work with the University Committee, the SSC and the search consultant to develop the job description and other recruiting materials. (UW-Green Bay policy has the SSC developing the search materials.)

8. After consideration of candidates and interviews, the SSC may recommend any number of un-ranked acceptable candidates for the position. (UW-Green Bay policy directs the SSC to send three to five candidates forward for consideration.)

We will begin the search as soon as possible.

This is a most important leadership position. I look forward to working with the University Committee and the SSC to recruit an outstanding new Provost to continue our work in moving the University forward.

Thank you.

- c: Chancellor's Cabinet  
Matt Dornbush, Interim Dean, Cofrin School of Business  
Susan Gallagher-Lepak, Dean, College of Health, Education and Social Welfare  
John Katers, Dean, College of Science, Engineering and Technology  
Lou LeCalsey, Chair, Council of Trustees  
Steve Meyer, Secretary of the Faculty and Staff  
Chuck Rybak, Dean, College of Arts, Humanities and Social Sciences  
Courtney Sherman, Chair, Faculty Senate