



6-20-2023

SEARCH – PRESIDENT OF EASTERN CONNECTICUT STATE UNIVERSITY

WittKieffer: Lucy Leske
Luis Bertot
Kyra Wade, Admin.

Target Timeline

DATE	TASK
July 5 – July 20	<ul style="list-style-type: none">• Scope of Work Finalized and Signed with WittKieffer• Search Committee and Search Chair is identified• Constituent groups are identified to serve on the Campus Advisory Committee per the search process guidance
August 21 – 25	(faculty back on contract) <ul style="list-style-type: none">• Announce search• Scheduling of Listening Tours
August 28 – Sept. 1	<ul style="list-style-type: none">• Constituent groups asked for their appointments/elections to the Campus Advisory Committee by September 15
Sept. 11 or 12	<ul style="list-style-type: none">• Listening tours take place on campus
Sept. 15	<ul style="list-style-type: none">• Recommendations to Campus Advisory Committee due to Pam Heleen with formal appointment by President Cheng
Sept. 12 – Oct. 13	<ul style="list-style-type: none">• Position profile is finalized• Advertising List is finalized
November 1	<ul style="list-style-type: none">• ECSU President search is launched; electronic advertisements placed (application deadline is Jan. 2, 2024).• Announcement placed on CSCU website
November 6	<ul style="list-style-type: none">• Email to all Search Committee members confirming membership, kick-off meeting, confidentiality of entire search• Email to all Campus Advisory Committee members confirming membership, explaining role and confidentiality of entire search
November 30	<ul style="list-style-type: none">• Deadline for Search Committee and Campus Advisory Committee to sign confidentiality statement and return via email to Pam Heleen• Search Committee completes “Charge” training (CSCU Human Resources)
December 4 - 15	<ul style="list-style-type: none">• Kick-off meeting with President Cheng and members of the Search and Campus Advisory Committees.

	<ul style="list-style-type: none"> • 3 representatives selected by the Campus Advisory Committee to serve as representatives for semi-finalist interviews
January 2, 2024	<ul style="list-style-type: none"> • Application deadline, i.e., date for best consideration
January 8 - 19	<ul style="list-style-type: none"> • WittKieffer meeting with Search/Campus Advisory Committees to review WorkZone and evaluation tools/feedback poll • WittKieffer releases candidate information to Search/Campus Advisory Committees via WorkZone
January 22 - 26	<ul style="list-style-type: none"> • Search/Campus Advisory Committees submit electronic poll for top ten candidates to WittKieffer • Search/Campus Advisory Committees meet with WittKieffer to and hear about candidates. • Campus Advisory Committee, with assistance from WittKeifer makes recommendations for semi-finalist interviews to Search Committee • Search Committee reviews Advisory Committee recommendations, compares to their recommendations and makes selection of semi-finalists • Interview prep meeting with Search Committee and representatives of the Campus Advisory Committee
Jan. 29 – Feb. 9 <i>virtual</i>	<ul style="list-style-type: none"> • Search Committee and representatives of the Campus Advisory Committee conduct semi-finalist interviews • Upon conclusion of interviews, recommendations made to President Cheng for finalist candidates
Feb. 12 – 23 <i>Virtual/In person depending on constituency choice (candidate not on campus)</i>	<ul style="list-style-type: none"> • Finalist interviews with Search and Campus Advisory Committee members (in their constituent groups) • Final candidate meetings with President Cheng • Final candidate selected by President Cheng
March 1	<ul style="list-style-type: none"> • HR conducts verification and enters contract negotiation with final candidates • Thank you messages are sent out • President Cheng's announcement on appointment