Special Meeting of the Board of Trustees

May 7, 2015
AGENDA

Special Meeting of the
BOARD OF TRUSTEES OF NORTHERN ILLINOIS UNIVERSITY
8:00 p.m. - Thursday - May 7, 2015
Board of Trustees Room
315 Altgeld Hall

1. Call to Order and Roll Call
2. Verification of Quorum and Appropriate Notification of Public Meeting
3. Meeting Agenda Approval ................................................................. Action ........ i
4. Chair's Comments/Announcements
5. Public Comment
6. Closed Session
7. Reconvene Public Meeting
8. University Recommendations
   a. Authorization to Retain an Executive Search Firm................................. Action ........ 1
9. Other Matters
10. Next Meeting Date
11. Adjournment

Anyone needing special accommodations to participate in the NIU Board of Trustees meetings should contact Ellen Andersen, Director of Special Events, at (815)753-1999, as soon as possible.
AUTHORIZATION TO RETAIN AN EXECUTIVE SEARCH FIRM FOR THE APPOINTMENT OF A WOMEN’S BASKETBALL COACH

Summary: Pursuant to the provisions of Public Act 97-0814 and the Northern Illinois University Policy on the use of external search firms approved by the Board of Trustees on May 23, 2013, it is recommended that the Board authorize the President to retain such executive search firms to assist in the search for a Women’s Basketball Coach as may be necessary. Due to the critical role and functions that the Women’s Basketball Coach fulfills at the university, there is a justifiable need to use a search firm for such a position, per paragraph (2) of the university’s policy.

Recommendation: It is recommended that the President be authorized to select an executive search firm for the search for a Women’s Basketball Coach. It is further recommended that the President periodically report back to the Board regarding the selection and status of such searches.
NORTHERN ILLINOIS UNIVERSITY POLICY
ON THE USE OF EXTERNAL HIRING SEARCH FIRMS

Pursuant to the Northern Illinois University Law, as amended by Illinois Public Act 97-814, it is the policy of Northern Illinois University that charges for the services of an external hiring search firm may not be paid from any source of university funds, except:

(1) In the hiring of the President of the University, or
(2) In the case of when the Board of Trustees and the President demonstrate a justifiable need for guidance from an individual or firm with specific expertise in the field of hiring.

In furtherance of this authority, the President may implement this policy through the development of further guidelines and procedures for determining when the use of an external hiring search firm is justified. The Board and/or the President may delegate their respective responsibilities under this policy to appropriate university officials as deemed necessary.

Any NIU hiring department or entity that wishes to utilize the services of an external hiring search firm must make a request to the Office of the President for appropriate review under this policy before engaging the services of such search firm. In determining whether a request qualifies for the justified use of an external hiring search firm, the President will consider the following applicable criteria:

- The nature and scope of the position being filled (e.g., senior level versus non-senior level);
- The nature and scope of the search (e.g., nationwide versus local or regional);
- The university's goals and priorities surrounding the search;
- The availability of personnel, monetary resources and other university resources to dedicate to the search;
- An external search firm's ability to help recruit and screen candidates;
- An external search firm's ability to enhance the quality of a candidate pool;
- An external search firm's ability to help conduct and coordinate the logistics of a search;
- The expertise/specialization of an external search firm in conducting searches
- An external search firm's ability to bring fresh and new perspectives from outside of the university.

Northern Illinois University understands that the determination of whether a search is justified in using the services of an external hiring search firm depends upon the unique circumstances of the search being conducted. The President is not prohibited from considering other factors that may be deemed relevant and important for a search.

Upon completing a review, the President will determine whether justifiable need exists for the selection of an external hiring search firm and shall make a recommendation to the Board of Trustees for final action on the matter at any regular or special meeting of the full Board of Trustees. In its consideration of the matter, the Board will consider the above-referenced applicable criteria, as well as any other factors that may be deemed relevant and important. The Board’s decision will be final.