



diverse and that the primary segments of the university community are appropriately represented.

Once the search committee is formed, the president will announce its membership to the university community.

A search firm will typically be engaged to support the work of the search committee and the president. Once the committee is announced, the president will provide the committee its charge. During the search, the committee's responsibilities will include: receiving inclusive hiring training and following inclusive hiring practices, contributing to development of a draft position description, soliciting input from the AU community, reviewing the candidate pool, identifying a pool of semi-finalists, interviewing the semi-finalists (who will also be interviewed by the president), and recommending candidates to advance to the finalist round. During the finalist round, the candidates will typically meet with a broader group of stakeholders, including, for example, the cabinet, the deans and vice provosts, select faculty and staff leaders, and representatives of the Trustees. Based on the input from the stakeholder interviews, committee members will provide their evaluations of the candidates to the president. At all stages of the search, the identity of candidates and search committee deliberations will be kept strictly confidential.

For appointments with tenure, the president will obtain a recommendation on tenure and rank from the senior faculty of the teaching unit in which the provost will be appointed, in accordance with the *Faculty Manual*. Final selection and offer negotiation with the finalist(s) remain the responsibility of the president.

These are the customary procedures. In unusual circumstances, senior academic searches may require a more expedited process, such as limiting the pool to internal candidates, which will be set by the president in consultation with the cabinet, the deans and vice provosts, the Faculty Senate Executive Committee, and Staff Council leadership.