

## TITLE 2 - Nevada System of Higher Education CODE

### CHAPTER 1

#### ORGANIZATION AND ADMINISTRATION OF THE NEVADA SYSTEM OF HIGHER EDUCATION

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#### Section 1.5 Officers of the Nevada System of Higher Education

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##### 1.5.4 Vacancy in the Office of the Chancellor.

- (a) As used in this Section, "Officer in Charge" means the person who has been designated by the Chancellor to be the officer in charge in the temporary absence or vacancy in the Office of Chancellor.
- (b) The Chancellor, in consultation with the Board Chair, shall maintain on file with the Chair of the Board of Regents, in writing, the designation of three persons currently serving in the System Office, that are, in the order listed, deemed to be the officer in charge should a temporary absence or a vacancy occur in the position of Chancellor. The list shall include the name, title and contact information for each person. If the person listed first is unavailable at the time of the temporary absence or vacancy, the next person listed in order shall serve as the officer in charge. If the persons listed first and second are unavailable at the time of the temporary absence or vacancy, the third person listed shall serve as the officer in charge.
- (c) When a vacancy occurs in the position of Chancellor, the officer in charge shall exercise the powers of the Chancellor until an acting or interim Chancellor is appointed by the Board.
- (d) Whenever a vacancy occurs or is about to occur in the position of Chancellor, the Board shall, at the next regular or special meeting of the Board, consider whether it will request recommendations for an acting Chancellor or an interim Chancellor. Within sixty (60) days of the Board's request, the Chair and Vice Chair shall recommend to the Board an individual for the appointment of an acting or interim Chancellor. Prior to making the recommendation of an acting or interim Chancellor, the Chair and Vice Chair of the Board shall first meet with major constituencies of the NSHE, including presidents and faculty senate chairs, to receive their suggestions and input for the appointment of an acting or interim Chancellor. Additional constituencies may include, but are not limited to provosts, vice presidents, faculty and other institution staff, vice chancellors and other system staff, student leadership, institution advisory board members, foundation trustees, community and legislative representatives. During a meeting at which the Board considers the appointment of an individual for acting or interim Chancellor, the Board will have an opportunity to interview the candidate. Any such interview

questions shall be pertinent to the role and responsibilities of Chancellor.

- (e) If an acting Chancellor is appointed, the specified term shall not exceed twelve (12) months, during which time the Board shall conduct a search pursuant to subsection (f). An acting Chancellor shall not be eligible for consideration as a candidate for the permanent appointment as Chancellor.

If an interim Chancellor is appointed, the Board shall determine whether a search will be conducted, or if an interim Chancellor will be appointed to a specified term of one to three years.

An interim Chancellor may only be appointed for a specified term of one to three years by an affirmative vote of not less than two-thirds of the Board. At any time prior to the expiration of the interim Chancellor's specified term, the Board may decide to conduct a search for a permanent Chancellor. Any such search shall be conducted in the manner provided in this Section 1.5.4. An interim Chancellor must serve at least one year before the Board may consider making the appointment permanent. At the time it considers making the appointment permanent, the Board shall, at a public meeting, first allow and consider input from the NSHE's major constituencies. Before considering whether to make the interim appointment permanent, the Board may, in accordance with the Board policy governing Chancellor evaluations, conduct a periodic evaluation of the interim Chancellor's performance.

- (f) Any time a Chancellor search is conducted, the Board shall determine whether to conduct a national, regional, in-state or other search for a permanent Chancellor. An ad hoc Regents' Chancellor Search Committee composed of four to six members of the Board of Regents shall be appointed by the Board's Chair, in consultation with the Board's Vice Chair, for the purpose of recruiting and recommending a nominee or nominees to the Board of Regents for appointment to the position. The Chair of the Board, in consultation with the Vice Chair, shall appoint the Chair of the Regents' Chancellor Search Committee. The Committee shall be provided staff assistance by the Chief of Staff and Special Counsel to the Board of Regents and such other assistance as it may request. Before it makes its recommendation or recommendations to the Board, the Committee shall consult with an advisory Committee consisting of the Presidents of the System institutions, the chairs of the faculty senates, the Presidents of the student governments, president of the classified council executive board, chair of the Inclusion, Diversity, Equity and Access Council, and any other NSHE or community representatives as determined by the Board Chair and Vice Chair. The System designated affirmative action officer shall serve as an ex officio member of the ad hoc Committee. The advisory members serve as non-voting members to provide input on matters being considered. An acting Chancellor will not be eligible for consideration as a candidate for the permanent appointment as Chancellor.

- (g) The Regents' Chancellor Search Committee will oversee the details of the search. The budget for the search shall be established by the Chair of the Board in consultation with the Chief of Staff and Special Counsel to the Board of Regents. The Chair of the Committee shall, in accordance with direction from the Committee, either directly, or in consultation with a Search Consultant, if one is hired, be responsible for the initial screening process to determine candidates for consideration by the Committee. The Regents' Chancellor Search Committee shall meet at the call of the Chair of the Committee to discuss qualifications of applicants recommended after the initial screening process and to hear the recommendations of the members of the advisory committee. The Regents' Chancellor Search Committee will interview and evaluate candidates, and thereafter will select its nominee or nominees for appointment to the position. If the Board determines not to appoint the nominee(s) recommended by the Regents' Chancellor Search Committee, it may direct the Committee to continue the search process and to recommend an additional nominee or nominees for consideration by the full Board of Regents.

The Board Office shall provide staff assistance to the Committee.

- (h) The Board shall determine whether the Committee shall be aided by a Search Consultant. If the Board determines that the services of a Search Consultant would be helpful, a Search Consultant shall be selected by the Chancellor, the Chief of Staff and Special Counsel to the Board of Regents, and the Chief General Counsel. If the Chancellor is unavailable or a conflict of interest would arise from his or her participation in selecting a Search Consultant, the Chair of the Board of Regents shall assist in the place of the Chancellor in the selection of a Search Consultant. The Search Consultant shall (i) assist the Committee in the performance of its search, (ii) attend all meetings of the Committee, (iii) help the Committee in defining general parameters for the search, (iv) prepare and present a leadership profile for the Committee's approval at its first meeting regarding the qualifications sought for the Chancellor position, and (v) obtain at the first Committee meeting approval from the Committee on the publication and on-line locations where advertising for the Chancellor position will be placed.
- (i) By an affirmative vote of not less than two-thirds of the members of the Board, the Board may authorize deviations from the processes defined in this policy.