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Special Meeting  
of the  
Board of Trustees

*May 29, 2014*

**AUTHORIZATION TO RETAIN AN EXECUTIVE SEARCH FIRM  
FOR THE APPOINTMENT OF A  
SENIOR ASSOCIATE VICE PRESIDENT FOR HUMAN RESOURCE SERVICES**

**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 Senior Associate Vice President for Human Resources Services as may be necessary. Due to the critical roles and functions that a Senior Associate Vice President for Human Resources Services 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. The Illinois Procurement Higher Education Consortium annually establishes a list of search firms prequalified through a competitive bidding process. It is recommended that the firm be selected from this list.

**Recommendation:** It is recommended that the President be authorized to select an executive search firm for the search for a Senior Associate Vice President for Human Resources Services and that such selection be from this list of prequalified search firms. It is further recommended that the President periodically report back to the Board regarding the selection and status of such searches.

KJ