

## Selection and Retention of the President

### **POLICIES**

**Issued:** March 30, 2017

**Responsible Official:** General Counsel

**Responsible Office:** Office of Legal Affairs

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#### **Policy Statement**

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It is the policy of Austin Peay State University that the Board of Trustees is responsible for selection and employment of the chief executive officer of the University.

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#### **Purpose**

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The purpose of the policy is to recruit and retain the most qualified university administrator as president of the University under the jurisdiction of the Board.

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#### **Procedures**

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##### **Selection of the President**

- A. The Board shall establish qualification criteria for the selection of the President upon the vacancy or notice of vacancy of the office. The criteria may be based upon the Board's appraisal of the unique characteristics and complexity of the president's responsibility at the University.
- B. The Board shall establish a selection process for the presidency based upon the Board's appraisal of the most appropriate method to be used for the selection of the President at the University.
- C. The Board has the authority to appoint an interim president in cases of illness, death, untimely resignation, etc., of incumbents.
- D. It is the policy of the Board of Trustees to conduct background investigations on all candidates recommended for interview for the position of president. The investigations are conducted based on guidelines developed by the University.

**Appointment and Retention of the President**

- A. A president serves at the pleasure of the Board. However, the Board anticipates upon appointment that a president will serve the University for a number of years.
- B. An annual salary agreement shall be issued by the Board at the beginning of each fiscal year.
- C. A president may resign at any time upon written notification to the Board.
- D. A president may be terminated at any time by the Board.
- E. In the event of termination of a president, up to three months' severance compensation may be authorized by the Board.

**Evaluation of the President**

- A. The president shall be evaluated based upon an evaluation process developed and conducted by the Board.
- B. Generally, the evaluation shall be conducted annually and as a minimum shall consider:
  - 1. The president's accomplishment of annual objectives at the University.
  - 2. The demonstrated ability of the president to serve as the leader of a campus community, including such factors as the ability to organize, to make decisions, to motivate others, to communicate, to maintain strong external relationships, and to develop other leaders.
  - 3. The commitment of the president to the University and the implementation of the University's policies.
- C. The evaluations should be utilized to improve the administration of a president, to determine compensation adjustment, and to determine future employment status.

**Revision Dates**

APSU Policy 1:004 – Issued: March 30, 2017

**Subject Areas:**

Academic	Finance	General	Human Resources	Information Technology	Student Affairs
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**Approved**

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President: signature on file

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