

August 24, 2022

Jeffrey Brown, Chair	Dean, Gies College of Business
Nicholas Burbules	Professor, Education Policy, Organization and Leadership, College of Education
Vicky Gress	Acting Associate Chancellor and Vice Provost for Budget and Resource Planning, and Executive Associate Provost for Budget and Resource Planning, Office of the Provost
Gioconda Guerra Perez	Executive Associate Vice Chancellor for Diversity, Office of the Vice Chancellor for Diversity, Equity and Inclusion
Hadiya Jagroop	Undergraduate Student, Community Health, College of Applied Health Sciences
Prasanta Kalita	Professor, Agricultural and Biological Engineering, College of Agricultural, Consumer and Environmental Sciences
Nadya Mason	Professor, Physics, Grainger College of Engineering
Franci Miller	Senior Administrative Aide, Office of the Senate
Gay Miller	Professor, Pathobiology, College of Veterinary Medicine
Linda Moorhouse	Professor and Associate Director, School of Music
Chaya Sandler	Business Minor Advisor and Cohort Course Coordinator, Office of Undergraduate Affairs, Gies College of Business
Jeffrey Stein	Assistant Research Scientist, Prairie Research Institute, Office of the Vice Chancellor for Research and Innovation
Tracy Sulkin	Dean, College of Media
Helga Varden	Professor, Department of Philosophy, College of Liberal Arts and Sciences
George Vazquez	Graduate Student, Information Sciences, School of Information Sciences
Christopher Span, Staff	Chief of Staff and Associate Chancellor for Administration and PreK-12 Initiatives, Office of the Chancellor

Dear Colleagues:

Thank you for agreeing to serve on the search committee for the Vice Chancellor for Academic Affairs and Provost. This is a critical position for our university, and I appreciate your willingness to serve. Dean Jeffrey Brown has graciously agreed to chair the search. Isaacson, Miller is the executive search firm assisting with the search. Support for the committee's work will be provided by the Swanlund HR Shared Service Center.

In conducting this national search, we ask you to be highly proactive in identifying candidates and act with care and discretion in the process. We hope you will think of yourselves truly as a

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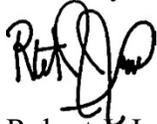
search committee, and you will take the initiative to help identify highly qualified potential candidates that can lead the Office of the Provost with the integrity, skill and commitment our faculty, staff and students deserve. It is also critically important you work to identify candidates who have demonstrated appreciation for and commitment to our values and culture of diversity and inclusion. As you know, some of the best candidates for major administrative positions may be too busy with their current responsibilities to actively bring their names to the attention of a search committee. Others may be reluctant to do anything that might be interpreted as showing interest in moving from their present positions. For these and other considerations, confidentiality is essential to promote an outstanding pool of candidates and to maximize the integrity and effectiveness of the process. Questions that may be addressed to you from anyone outside of the committee should be referred without comment to the chair of the committee.

After a list of applicants and nominees for the position has been developed and their credentials have been gathered, the search committee should conduct a screening to identify a pool of individuals who merit further consideration. The committee will further narrow this group to the most promising prospects who will be invited to meet with you for interviews, with the goal of ultimately arriving at an unranked list of individuals, likely three or four, whom you judge to be the best qualified for the position.

The first meeting will be held on **Tuesday, August 30, 2022** from **8:30 a.m. – 10:00 a.m.** at the Business Instructional Facility (BIF), Room 2017B. A Zoom link will also be provided for anyone wishing to participate remotely. We will discuss the search process at the first meeting, which will focus on the position itself and important qualifications for successful candidates.

Thank you for your participation on this important committee. I look forward to working with you.

Sincerely,



Robert J. Jones
Chancellor

c: L. Bleakney
T. Killeen