



**Office of the President**

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April 13, 2010

Dr. Joel Sipress  
Chair, Faculty Senate  
University of Wisconsin-Superior  
Belknap & Catlin  
P. O. Box 2000  
Superior, WI 54880

Dear Joel:

The President of the Board of Regents has authorized me to appoint a search and screen committee to assist in the selection of the next Chancellor at UW-Superior. I am requesting your assistance with nominations for the committee. As you know, this process is among the most important responsibilities in university governance, involving as it does the Board of Regents, the System President, the faculty, academic staff, classified staff, students, and the community. The time and energy required in carrying out a search are heavy commitments.

In accordance with Regents' Policy 6-4, Search and Screen Procedures, I intend to appoint, at a minimum, a committee comprised as follows:

- 10 faculty members, one of whom shall be appointed chair
- 2 academic staff members
- 1 classified staff member
- 2 administrators (one from UW-Superior and one from UW System Administration)
- 2 students
- 2 community members

I would appreciate your assistance in bringing this request to the Faculty Senate to determine who might best represent the faculty on this committee. Please keep in mind the importance of reflecting the diversity of the campus in your recommendations with respect to academic discipline, tenured and untenured faculty, gender, and ethnicity. I would like to receive the names of 20 faculty members including a brief background statement and contact information for each nominee. Before submitting the faculty names, please ask if each is willing to serve if chosen. I am also asking the Chancellor, the Academic Staff Council Chair, and the Student Government Association President for their respective nominees. After I receive all the nominations, I expect to set up a committee as broadly representative of the university community as possible.

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I would appreciate having your nominations by **Tuesday, May 4, 2010.**

The work of the search and screen committee typically takes place over an eight-to-ten-month period. I will work with the Special Regent Committee to be appointed by Regent President Pruitt to establish a timeline that will culminate in our having a new Chancellor named by May 2011, with the planned starting date to be in July 2011. To give you an idea of the magnitude of the task you will be asking people to undertake, I am attaching three documents: (1) Responsibilities and Procedures for Search and Screen Committees, (2) Chair of Chancellor Search and Screen Committee Key Responsibilities, and (3) Roles and Responsibilities of the Executive Search Firm. The UW-Superior Search and Screen Committee will be named this spring. The Special Regent Committee Chair and I will present the charge to the Committee at UW-Superior after the 2010-11 Fall Semester begins.

Thank you.

Sincerely,



Kevin P. Reilly  
President

Attachments (3)

cc: Regent President Charles Pruitt  
Regent Vice President Michael Spector