

TO: The College Community

FROM: Elizabeth Burns, Chair of the Board of Trustees

DATE: July 25, 2016

SUBJECT: President Haynes' Retirement

Last week, President Haynes announced his plans to retire from the College effective August 31, 2017. Tompkins Cortland Community College will have benefitted from his presidential leadership for 23 years at the time of his retirement, inclusive of his 48 years of service to the College in various faculty and administrative positions. There is no doubt that his talents, dedication, and commitment to the College will be missed.

The Board of Trustees has been working with President Haynes for the past four years to prepare for this leadership transition. We know that the selection of the next president is one of the most important responsibilities that any Board of Trustees holds. In this regard, the Board engaged nationally recognized organizational and leadership consultants to help prepare for this leadership change. These discussions helped prepare us to better understand the importance of the vital link between the qualities of the next president and nurturing our focus on student success.

In annual retreats over the past two years, we have focused more specifically on the search process, engaging a variety of experienced professionals who offered wisdom on the pros and cons of engaging with a search firm, the characteristics of a successful search at other SUNY community colleges, and the reasons for unsuccessful experiences on campuses where difficulties arose because of Board/President challenges. Based on this input and follow-up Board discussions, the Board is committed to engaging a search firm to assist in the presidential search process.

The Board will identify a search firm that will have the best interests of Tompkins Cortland Community College at heart. The Board will insure that the firm selected knows the strengths, characteristics, philosophies, and challenges of our College, and embraces an inclusive process with the College community.

As Chair of the Board of Trustees, I share the above to assure the College community that the Board, with the assistance of President Haynes and others, is well prepared to move forward with the important task before us. The Board will provide a series of memos to keep the College community informed of our process along the way. We will begin immediately with assistance from SUNY and others to identify a short list of prospective search firms with a goal of hiring a search firm by late September. Following that, the firm will begin working with the Board and a Search Committee composed of representatives of the College community to finalize the job description and desired characteristics of the next president.

A broad outline of the timeline for the search process is as follows:

- By late September 2016: Search firm hired.
- September – October 2016: Engage with Search Committee to finalize job description, desired characteristics, and promotional materials.
- December 2016 – January 2017: Advertise position.
- February – Early March 2017: Review résumés and hold preliminary interview with qualified candidates.
- Mid-March – Late April 2017: Three to four finalists to come to campus for two to three day intensive and broad-based interviews.
- May 2017 – Board of Trustees will make decision and forward name of final candidate to the SUNY Board of Trustees for approval.

The goal is to have the new president on board by approximately mid-July, 2017, to provide some brief overlap with President Haynes before his departure.

We have an excellent community college that enjoys a strong academic reputation and a strong sense of community. The Board is committed to continuing and building on the standard set forth by President Haynes with the hiring of our next president. The Board looks forward to working together with the entire College Community to find the right person to lead us and continue our college's mission to provide the best opportunities for success for our students and our communities.