



TENNESSEE HIGHER EDUCATION COMMISSION

REGULAR CALENDAR ITEM: I.

MEETING DATE: October 3, 2023
SUBJECT: Presentation from AGB Search
ITEM TYPE: Action

BACKGROUND

On August 8th, 2023, the Tennessee Higher Education Commission (THEC) contracted with AGB Search to conduct the formal search for an Executive Director for THEC and the Tennessee Student Assistance Corporation (TSAC). After preliminary conversations with staff and Commission members on the development of the appropriate leadership profile documents and website, the search launched on August 31st. Presenting today to the Commission will be Janice Fitzgerald and James McCormick, Senior Executive Search Consultants for AGB Search. This discussion will center around the timeline for the duration of the search as of today, October 3rd, through the intended selection date of November 16th at the next scheduled quarterly meeting of the Commission.

SEARCH TIMELINE AND ACTION ITEMS

This item, for consideration by the Commission, involves the adoption of the search timeline, expected deliverable components at key dates, and the proposed final date for selection of an Executive Director.

Timeline Overview:

- October 6, 2023: Application deadline for candidates.
- October 10, 2023: Search Committee provided access to applicant materials.
- October 19, 2023: Search Committee submits, individually, top applicants for consideration as semi-finalists.
- October 20, 2023: AGB compiles the list of the top applicants for consideration from the submitted recommendations of the search committee.
- November 3, 2023: Executive Director Search Committee interviews semi-finalists and identifies a pool of finalist candidates for consideration by the full Commission.
- November 16, 2023: THEC Quarterly Meeting – Commission interviews finalist candidates and selects an Executive Director.