DIRECTOR OF INFORMATION TECHNOLOGY/CIO SEARCH COMMITTEE

PROVOST’S CHARGE TO THE COMMITTEE

The committee’s responsibility shall be to solicit applications for the Director of Information Technology/Chief Information Officer (CIO) position at Missouri S&T and recommend finalists for consideration by the provost and chancellor.

Professor Don Wunsch has been appointed as committee chairperson. Cheryl Ahrens will serve as the committee’s secretary. The committee should elect a vice-chair from its membership to preside in the absence of the chair. All communications with applicants should come from the committee chair.

The committee shall review the current position description and ask for clarification from the hiring authority if there are any questions. The Committee shall prepare an advertisement of the availability of the position based on the approved position description. The proposed advertisement must be reviewed and approved by HR before distributing for publication. The committee shall conduct a national search and shall aggressively seek out and encourage qualified candidates to apply.

Besides those qualities and attributes cited in the position description, the finalist nominees must have excellent interpersonal skills, and be personable, be willing to travel, work proactively, have demonstrated an understanding of teamwork, and be eager to ensure that Missouri S&T’s information technology systems are appropriate and progressive within the overall university’s IT strategic plan. The finalist nominees must demonstrate substantive leadership abilities and must be willing to mentor new staff members, have demonstrated experience in strategic planning, and be willing to collaborate with CIO counterparts on the other campuses of the UM System. Although prior administrative experience is not necessarily required, finalist nominees must demonstrate the potential to successfully direct and manage the IT mission and administrative functions.

The Committee is charged with conducting an aggressive search, both in developing an adequate pool of diverse, highly qualified applicants and in managing the search process. It is intended that the search be an “open” search but applicants should not be made public until the list of finalists has been determined. The Committee is charged with discussing a list of at least two but not more than four potential finalists with the Provost on or before September 1, 2012 and scheduling on-campus interviews on or before the week of October 1, 2012. After a reasonable public comment period, the Committee shall submit an unranked list of acceptable finalist candidates to the Provost on or before November 1, 2012.