



HOUSTON COMMUNITY COLLEGE

Houston Community College Interim Chancellor Search Timeline



April 21, 2023	<p>Interim Chancellor Search Planning: HCC Board met with ACCT Search Consultant to define the following:</p> <ol style="list-style-type: none"> 1. Priorities & Expectations for Interim Chancellor 2. Terms of Interim Chancellor service 3. Search Process, Committee, & Timeline 4. Communication Strategy
May 17, 2023	Board approved Timeline & Draft Position Announcement
May 19, 2023	<p>Position Announcement: Job profile posted on HCCS.edu and acctsearches.org. National advertising placed. Local, state, and national recruitment commences. Board Chair sends announcement to internal and external college community.</p>
TBD	<p>Board Interim Search Orientation. ACCT Consultant meets with Board members for orientation to search process & application review</p>
June 4, 2023 (midnight CST)	Target Date for Receipt of Applications (open until filled)
June 5-8, 2023	<p>Application Review: Board members independently review confidential applications and submit ratings by midnight, Thursday, June 8.</p>
June 9-10, 2023	<p>Candidate Selection: ACCT Consultant meets with Board for identification of 3-5 confidential candidates for video interviews and development of interview protocol.</p>
June 14-16, 2023	<p>Video Interviews: Board conducts video interviews with candidates; determines 2-3 finalists for in-person interviews with Board; develops in-person interview protocol.</p>
June 17-20, 2023	<p>Background and Reference Checks: ACCT conducts confidential background and reference checks on finalists and reports findings to Board.</p>
June 20-21, 2023	<p>Finalists Meetings & In-Person Interviews: Final candidates meet with College Leadership Team/Chancellor’s Direct Reports and interview with the Board; Board deliberates and selects Interim Chancellor.</p>
Special meeting TBD	<p>Appointment: Board votes to approve HCC Interim Chancellor contract. Board Chair sends announcement to internal and external community.</p>
July - August, 2023	<p>Transition/Consultative Support for Interim Chancellor-elect Chancellor and ACCT Consultant provide transitional and consultative support for Interim Chancellor-elect (after meeting with Board and Interim Chancellor-elect to determine extent and type of support desired)</p>
September 1, 2023	<p>Tentative Start Date (or as agreed upon by Board of Trustees, Chancellor, and Interim Chancellor)</p>