

4.04 Appointment of Presidents and Superintendents, and Executive Director

The Board of Regents, State of Iowa, is responsible under I.C. Chapter 262 of the Iowa Code for the selection of institutional heads and the Executive Director. The following guidelines describe the general process to conduct searches for institutional heads and for the Executive Director, as well as ~~and~~ their appointment. The specific procedures to be used in a given search will be determined by the Board and will reflect the unique environment of the institution or the Board Office.

- A. All rules, procedures, and policies regarding the search, including, but not limited to, the role, composition, and appointment of a search committee, the time schedule for the search, and the use of consultants shall be established by the Board of Regents, State of Iowa. The election of an institutional head or the Executive Director shall be the sole responsibility of the Board of Regents, State of Iowa. IC §262.9(2) and IC §262.9(12). The process shall provide for:
1. Confidentiality of the candidates to the fullest extent possible pursuant to law.
 2. Participation by institutional constituencies, specifically including the faculty, with respect to the criteria to be used in the selection process and in review of the final candidate for institutional head. The process for the selection of an Executive Director shall be determined by the Board.
 3. The process shall be one that can be accomplished within a reasonable period of time set by the Board.
 4. Affirmative action/equal employment opportunity procedures shall be fully utilized.
- B. ~~The Board shall, at least annually, conduct performance evaluations of the Presidents, Superintendents, and Executive Director, by processes determined by the Board. determine a process to conduct performance evaluations of each president and superintendent, which shall include, but not be limited to a face-to-face meeting with each of the executives and the members of the Board.~~

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 3. The process shall be one that can be accomplished within a reasonable period of time set by the Board.
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- B. The Board shall, at least annually, conduct performance evaluations of the Presidents, Superintendents, and Executive Director, by processes determined by the Board.

4.11 Nepotism

~~Pursuant to IC Chapter 71--~~

~~A. No person may be employed or continued in employment by an institution in any position which places such person under the administrative supervision of another employee to whom such person is related as follows:~~

- ~~1. By blood: parent, child, brother, sister, first cousin, uncle, aunt, nephew, niece.~~
- ~~2. By marriage: husband, wife, brother-in-law, sister-in-law, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepparent, stepchild.~~

~~These provisions shall apply to persons whose marital status changes during employment.~~

~~B. Exceptions to the requirements of A, above, may be granted by the Board on prior approval. In the event that such approval is sought during a recruitment process, when waiting for Board approval would prevent an institution from hiring the best possible candidate for a position, the Board president may authorize any appointment subject to board ratification at its next meeting.~~

4.11 Employment and Supervision of Immediate Family Members

No employee of a Regent institution or the Board Office may participate in the decision to hire, retain, promote, grant tenure to or determine the salary of an immediate family member.

For purposes of this policy, an “immediate family member” has one of the following relationships:

- A. By blood or adoption: parent, child, sibling, first cousin, uncle, aunt, nephew, or niece;
- B. By marriage; current or former spouse, brother or sister-in-law; father or mother-in-law, son or daughter-in-law, step-parent, or step-child
- C. “Domestic partners” as defined by institutional policy. A “Domestic Partner” shall be treated as a spouse for purposes of this policy.

Each institution shall implement this policy with appropriate disclosure requirements and management plans for situations in which an immediate family member would be in a supervisory role or otherwise expected to participate in major employment decisions.

Where the management plan involves an institutional head or a position, described in §4.05(B), the plan must be approved by the Board or its designee.