

Appointment of a Search Consultant**RECOMMENDED ACTION:**

It is the recommendation of the Search Advisory Committee (SAC) that the Board of Regents authorize the Chair of the Board or his designee to contract with William (Bill) Funk, President of R. William Funk & Associates, to provide consulting assistance to the SAC.

**BACKGROUND:**

In the Regents' charge to the Presidential Search Advisory Committee, the Committee was directed to "advise the Board concerning the use of a search consultant and, if one is to be used, its recommendation of a specific consultant."

The SAC established a subcommittee to request and review proposals and to recommend to the full Committee which search consultant to retain. The Chair of the SAC conducted an initial review of thirteen search firms on the list of approved University vendors, as well as three additional search firms recommended to the Committee by various University constituents. Subcommittee members had extended conversations with persons with recent experience with the above search firms to gather information about strengths and weaknesses. The Chair engaged in extended conversations with other recent presidential search committee chairs and sitting presidents at comparable institutions to obtain their recommendations on search firms. The sixteen search firms were narrowed to four semi-finalists, who were then requested to provide a specific proposal that responded to a set of questions from the Chair. The subcommittee conducted an extensive review of the four semi-finalists' proposals, resulting in the unanimous agreement on two finalists. The two finalists were interviewed in person by the subcommittee. The Chair conducted reference checks on the finalists and follow-up questions about their proposals. The subcommittee unanimously recommended R. William (Bill) Funk for retention.

At the SAC's August 10 meeting, the subcommittee recommended to the Committee that it concur in the recommendation of Mr. Funk. The Committee fully discussed the subcommittee's recommendations and reasons therefore and unanimously concurred in the recommendation to retain Mr. Funk.

The proposal review, reference checks, and personal interview convinced the SAC that Mr. Funk is by far the leading presidential search consultant in the United States for major universities and his experience, reputation, and depth of connections and contacts are unmatched. The SAC therefore recommends that the Regents authorize a contract with Mr. Funk of R. William Funk & Associates to provide consulting assistance to the SAC.

*Attachment*

Retaining a Search Firm – Memo from Dean Kellye Y. Testy, Chair, Presidential Search Advisory Committee to Herb Simon, Chair, UW Board of Regents, August 10, 2010



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TO: Mr. Herb Simon  
Chair, University of Washington Board of Regents

FROM: Dean Kellye Y. Testy  
Chair, Presidential Search Advisory Committee

DATE: August 10, 2010

RE: Retaining a Search Firm

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As part of our charge to develop, screen, and ultimately to recommend candidates to the Board of Regents for appointment as the next President of the University of Washington, the Search Advisory Committee recommends the retention of a search consultant to assist the Committee in its work.

After a thorough process of review and due diligence, the Committee recommends that the University retain William (Bill) Funk, President of R. William Funk & Associates. We respectfully request the Board of Regent's approval of our recommendation and its authorization to proceed with this retention.

To arrive at this recommendation, the Committee proceeded as follows:

1. Established a subcommittee (Dean Testy, Dean Cauce, Mr. Dempsey, Regent Jewell, Mr. Kincaid, Vice-President, Medical Affairs Spisso) to request and review proposals and to recommend to the full Committee which search consultant to retain.
2. The subcommittee's review included the following steps:
  - a. Initial review by the Chair of 13 search firms on the list of approved University vendors;
  - b. Initial review by the Chair of 3 additional search firms recommended to the Committee by various university constituents;
  - c. Review of all proposals made by the above firms;
  - d. Extended conversations by subcommittee members with persons with recent experience with the above search firms to gather information about strengths and weaknesses;
  - e. Extended conversations by the Chair with other recent presidential search committee chairs and sitting presidents at comparable institutions to obtain their recommendations on search firms;
  - f. Narrowing the 16 firms to 4 semi-finalists (Funk, Issacson/Miller; Korn Ferry; Parker);
  - g. Requesting a specific proposal from each of the 4 semi-finalists that responded to a set of questions from the Chair;

- h. Extended review of the 4 semi-finalists' proposals by the subcommittee;
  - i. Unanimous agreement by the subcommittee on two finalists (Funk, Issacson/Miller) and to interview the finalists in person;
  - j. Subcommittee interviews of 1.5 hours with each finalist;
  - k. Reference checks on the finalists by the Chair and follow-up questions/conversations about their proposals;
  - l. Unanimous agreement by the subcommittee to recommend William (Bill) Funk for retention.
3. At its regular August meeting (8/10), the subcommittee recommended to the Committee that it concur in the recommendation of Mr. Funk. The Committee fully discussed the subcommittee's recommendations and reasons therefore and unanimously concurred in its recommendation to retain Mr. Funk.

The summary of reasons for our unanimous recommendation of Mr. Funk and his firm are that (a) he is by far the leading presidential search consultant in the United States for major universities, and he has committed to work directly with us (rather than assign an associate) on the search; (b) his experience, reputation, and depth of connections and contacts are unmatched; (c) he is already quite familiar with UW, having served as the consultant in the prior search that resulted in the hiring of Mark Emmert; (d) all of his references, both given and "cold calls" were excellent; (e) in person, the interview was quite helpful and provided us confidence that we would work very effectively with Mr. Funk and that we can trust him to communicate well with candidates we are recruiting; and (f) his financial proposal is quite reasonable (the Chair requested that each firm state whether it would offer the University a fixed price rather than the standard agreement that pays the firm 1/3<sup>rd</sup> of the total first-year compensation of the president; Mr. Funk's bid is quite fair at \$120,000 (and \$30,000 less than other flat-fee bidders)).

In sum, we are excited about working with Mr. Funk and confident in his ability to add significant value to our search process. We recommend him highly with no reservations.