

REQUEST FOR PROPOSALS

The Mississippi Board of Trustees of the State Institutions of Higher Learning (Board of Trustees) is requesting proposals from executive search firms for the next President of Mississippi Valley State University. Our objective is to obtain the services of a qualified professional executive search firm to provide assistance to the Board of Trustees in identifying and recruiting qualified candidates to serve as the next President of Mississippi Valley State University in Itta Bena, Mississippi.

For background purposes:

Mississippi Valley State University, located in Leflore County, is a Carnegie Master's I institution, which provides accessible, relevant and quality academic and public service programs. MVSU offers concentrated study in the arts, business, education, humanities, public services, pre-professional health services, social sciences, sciences, social work, and technology. Master level programs include Master of Arts in Teaching, Master of Arts in Rural Public Policy and Planning, Master of Business Administration, Master of Social Work and Masters of Science in Bioinformatics, Criminal Justice, Elementary Education, Environmental Health and Special Education. Current enrollment is 3,009 students.

MVSU, also known as The Valley, houses the B.B. King Recording Studio and is home to the Delta Research & Cultural Institute. While Valley has graduated outstanding alumni through its 58 year history, perhaps its most current famous alumnus is former NFL player Jerry Rice.

More than \$41.5 million in new construction is under way including two new residence halls, renovation to three existing residence halls, one new academic building and renovation to two academic buildings and one administration building. In addition, the infrastructure is being updated, including water, gas and sewer.

Search Process: Enclosed is a copy of the search process used by the Board of Trustees. The intent is to begin the process immediately with a completion date of approximately November 1, 2008.

The proposal must address the following:

- Firm's contact name, title, phone number, and email address.
- The number of years of experience in senior level executive searches, particularly in higher education.
- A brief profile or summary of the firm including expertise, skills, and methodology that will enable it to provide the best services to the Board of Trustees.
- Cost breakdown: fees for services and related expenses.
- A list of searches conducted for institutional executive officers in the last **five years**.
- Five references along with contact information for similar type searches.
- Estimated time-frame to conduct search.
- Names, titles, etc. of the persons who will be assigned responsibility for the search and for the person who will actually conduct the search, if different.
- The proposal must be signed by a representative who is authorized to contractually bind the firm. **Two copies of the proposal must be received no later than 5:00 p.m. (Central Time) June 3, 2008 and should be sent to:**

Mississippi Institutions of Higher Learning
Office of the Commissioner
Attn: Dr. Laurie Smith
3825 Ridgewood Road
Jackson, MS 39211-6453

For questions concerning the process, contact Dr. Smith at 601.432.6418 or via email at lsmith@mississippi.edu.