

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 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 State University in Starkville, Mississippi.

For background purposes: Mississippi State University (MSU) was founded in 1878 as Mississippi A&M and is a comprehensive land-grant institution known for excellence in teaching, research and service. More than 17,000 students enroll annually at the university, and there are more than 4,500 faculty and staff members. Every year, Mississippi State University awards more than 3,500 degrees, over 100 of which are doctoral degrees. Statistically speaking, nearly three-quarters of the university's students are from Mississippi; about 20 percent are African-American and around 4 percent are international students. Three-fourths of MSU's enrollment is comprised of undergraduate students. Mississippi State's fall 2007 freshman class had an average American College Test composite score of 23.6. The university's 2007 fall semester student body also included 26 National Merit Scholars.

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 letter of interest 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) April 21, 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.