1. **Question:** The RFP states in Section Two (page 4) that you are seeking executive search services for the role of Administrator. Can you share a job description that we might fully understand the scope, form and function of the role?

   **Answer:** Yes, see attached job Specs for an overview of administrator position. The job specifications will vary with the level of the position.

2. **Question:** Approximately how many searches a year does the College partner with Executive Search Firms?

   **Answer:** The College utilizes the services of Executive Search firms as positions become vacant. On the average this means 2-3 positions per year.

3. **Question:** What roles/titles are typical ones that the College partners with Executive Search firms to fill?

   **Answer:** Titles include, Assistant Vice Chancellor, Vice Chancellor and Campus President.

4. **Question:** What are the top three considerations the College takes into account when evaluating proposals and awarding contracts to Executive Search providers?

   **Answer:** See evaluation criteria in RFP.

5. **Question:** Re: senior level administrators, do most come to you from a previous job in the region, or are they recruited from outside of the geographic region?

   **Answer:** The administrators are recruited from a number of geographic regions.