

October , 2023

Dear Commissioner Ortega

On October 22, 2023, President Richard Lapidus announced his retirement from Fitchburg State University to take effect July 1, 2024.

Pursuant to Section II.A. of the “Guidelines and Procedures for the Search, Selection, Appointment and Removal of State University and Community College Presidents” (2013), I am writing to inform you that the board of trustees wishes to initiate the search for a new president.

Currently, I am overseeing the establishment of a budget to defray the costs associated with such a search, including but not limited to the fee for an executive search firm. I am also in the process of identifying search committee members in accordance with the BHE Guidelines and past practice at this institution. I will keep you apprised of our progress.

As chair of the Board of Trustees, I am aware of the importance of facilitating open communication among the board of trustees, the search committee, and your office in order to ensure a successful outcome of the presidential search.

I look forward to working with a group of people dedicated to the selection of an exceptional candidate, ready to lead this great institution forward. The board and the search committee will seek the department’s input and guidance pursuant to the Guidelines, while also maintaining its autonomy in identifying and appointing the best-qualified candidate for Fitchburg State University.

Thank you for your support in this process.

Very truly yours,

C. Deborah Phillips