

LUTGERT COLLEGE OF BUSINESS
Dean Search Advisory Committee Minutes

Date: September, 20, 2019

Location: Chico's Executive Board Room (LH 4200)

Attendees: Dr. Paul Snyder (Chair), Dr. Tim Allen, Mr. Jonathan Kenny, Mr. Bill Rice, Dr. Tanya Benford, Ms. Lois Knox; Dr. Kim Morrisson (Diversified Search)

Conference Call Attendees: Mr. Stephen Smith, Mr. Jeff Fridkin

Guests: Sara Hernandez (scribe)

Absent: Ms. Shontra Powell; Mr. John Mestepey (Diversified Search)

Call to Order

- Dr. Snyder convened the meeting at 10:32 am;

A. Updates

- Dr. Snyder provided a brief recap of the previous search committee meeting held on August 22nd

B. Executive Search Firm Updates – Dr. Morrisson

- Dr. Morrisson indicated that this is a large candidate pool with 90+ applicants, and 30+ active candidates (and growing);
- Diversified Search Firm is still conducting preliminary screenings of active candidates, and expects to be completed by the week of October 7th;
- The preliminary screening provides insightful information, which is included in the Status Report "Comments" section;
- The Slate meeting will be an in-depth discussion about the applicants and selecting those that will be invited for the video conference interviews the week of October 21st;
- The committee members were encouraged to start streamlining the slate of candidates for the first phase of interviews;
- The video conference interviews will be held the week of October 21st and will invite eight to ten prospective candidates to interview;
- The committee members reviewed all new active candidates on the Status Report and Dr. Morrisson provided a brief summary on prospective candidate(s).

C. Next Steps

- October's Slate Meeting is confirmed for Friday, October 11th at 12:30 pm in Lutgert Hall - 4200;

- Planning in progress for October videoconference interviews (3 consecutive full-days), October 21st– October 23rd;
- Provide an overflow room for faculty/staff (and others) to view interviews. Plan to record interviews to make them available to those who may not be able to attend but who wish to review and provide feedback to the committee later that same week. We'll provide a form to collect faculty-staff feedback;
- Final candidates to visit approximately two-three weeks after the videoconference interviews;
- Meeting concluded at 12:04 pm.