Attendees: Committee Members:  David Richardson (chair), Deborah Amberson, Alice Harmon, Kellie Roberts, Ken Sassaman, Joe Spillane, John Yelton, Barbara Zsembik

Also attending:  Paul D’Anieri,  Dean, CLAS

The committee met with Dean D’Anieri to receive the committee charge.  In addition to the letter of April 10 from Dean D’Anieri announcing the search, the March 25, 2009, document “Reorganization of the CLAS Dean’s Office” was distributed to committee members.  Dean D’Anieri covered the announcement for the search that had been sent to all CLAS faculty on April 10.  He stated that he is not asking the search committee to rank candidates but would like to hear about strengths and any weaknesses of candidates after the committee has completed its screening process.  A specific number of candidates for interviews was not set, although Dean D’Anieri indicated that he would like to have approximately three or more candidates for each of the divisional dean positions.

David Richardson emphasized that all members of the committee must complete the faculty recruiting toolkit.  He encouraged committee members to help provide a broad and diverse applicant pool by contacting potential candidates and soliciting applications.

After a brief discussion about scheduling future meetings, the committee adjourned.

Submitted by David Richardson, Associate Dean, on April 30, 2009