

Minutes
Search Committee
Dean, College of Engineering
January 14, 2009, 3:00-4:15 p.m.
239 Tigert Hall

Attendees: Committee Members Present: Sivaramakrishnan Balachandar, David Bloomquist, Ben Dunn (Chair), Frank Gillette, Karen Kirkman, John Kraft, David Mazyck, Sartaj Sahni, Martin Uman and Stephanie Weber; Members present via teleconference: Glen Hoffsis and Richard Simonian; Members not present: Susan Sinnott
Non members present: Joe Glover, Provost and Robin Bielling, Coordinator of Recruitment

1. Dr. Dunn opened the meeting welcoming all committee members and then proceeded by asking for a round table introduction. He then welcomed the Provost, Dr. Joe Glover and turned the meeting over to Dr. Glover to give the Provost's charge to the committee.
2. Dr. Glover began by thanking the committee members for their service. He then proceeded by discussing methods of recruitment and seeking nominations. He stated that the committee must be diligent and vigorous in tapping into professional organizations, networks and colleagues to identify possible candidates, and solicit nominations. He encouraged the committee to build a diverse pool of candidates. Dr. Glover then addressed retaining the services of an executive search firm to assist the search committee. He reassured the committee that resources for the College are strong and that administration is committed to attracting top candidates. Dr. Glover stated that the committee should be seeking candidates who have a strong vision for the college, someone who can lead the college and position it for the next 25 years and beyond, someone with strong administrative skills who can interact not only internally, but also with the engineering community, industry, government and other colleges of engineering at other universities. He also discussed a timeline with the committee and stated that if possible he would like to have a list of finalist, 3-5 before the end of the semester. He reminded the committee of the Sunshine Law and answered related questions.
3. Dr. Dunn requested input from committee members regarding the selection of the search firm. He also requested input for dates and times of future meetings, as well as where the meetings and information regarding the search would be posted, www.aa.ufl.edu Future meetings will be held every other Wednesday at 3:30 p.m. in 307 Weil Hall, next meeting being Wednesday, January 21, 2009. *Since the meeting on January 14th, the future meeting time has been changed to 3:00 p.m.*
4. Dr. Dunn asked Robin to distribute the previous position advertisement to the committee for their review and asked they provide their comments or suggestions to him or Robin.

With no further business the meeting adjourned at 4:15 p.m.