

EXTERNAL SEARCH COMMITTEE
FOR THE SELECTION OF THE DEAN
OF THE SCHOOL OF ENVIRONMENTAL SCIENCE AND MANAGEMENT

Schedule of Activities

Activity	Date/Time	Venue
1. Organizational meeting of the Search Committee to discuss the proposed process and schedule	18 May 2018 (Friday) 3:00 PM	OVCRE Main Office
2. Notification of SESAM constituents regarding the search process, schedule, and qualifications of nominees	22 May 2018 (Tuesday)	
3. Meeting with constituents (faculty, REPS, administrative staff and students) and presentation of current dean on the School's thrusts, priorities and achievements; unit's expectations of the next dean for the next 3-6 years*	29 May 2018 (Tuesday) 1:00 PM	SESAM
4. Period of Search Committee to accept nominations	30 May – 6 June (5:00 PM), 2018	
5. Search Committee to review nomination documents	7 June 2018 (Thursday)	OVCRE Main
6. Notification of nominees	8 June 2018 (Friday)	
7. Presentation of nominees' plans and programs for SESAM*	18 June 2018 (Monday) (9:00AM-11:00AM)	SESAM
8. Interview/consultation with SESAM constituents	18 June 2018 (Monday) (11:00AM-3:00PM)	SESAM
9. Interview with candidates	18 June 2018 (Monday) (3:00PM-4:00PM)	SESAM
10.1 Search Committee to review and consolidate results of the search process	19 -27 June 2018	
10.2 Preparation of report		
11. Finalization of report by the Search Committee	28 June 2018	
12. Submission of Search Committee report to the Chancellor	29 June 2018	

* upon invitation of the current SESAM dean