

**University of Florida**  
**College of Design, Construction and Planning**  
**Interior Design Chair Search Committee Meeting**  
**October 1, 2018**  
**12:00 - 1:00 PM – ARC 331 (Dean’s Conference Room)**

**Agenda**

Introduction of the Search Committee:

- Abdol Chini (Assoc. Dean): Chair
- Sheila Bosch (IND faculty)
- Julie Catlin (IND Alumni)
- Erin Cunningham (IND faculty)
- Adrian Del Monte (IND student)
- Cat Lindsay (IND Alumni)
- Jason Meneely (IND faculty)
- Nam Kyu Park (IND faculty)
- Seth Watts (DCP Director of Development)

Charge to the Committee – Dean Anumba

Review the position announcement (attached)

Develop timeline for the search and tentative meetings schedule (attached)

Review the advertising venues and website posting

Interior Design Educators Council	Member
<a href="https://www.idec.org/i4a/careercenter/edit.cfm?Action=Add&amp;category_id=1&amp;contact_id=0">https://www.idec.org/i4a/careercenter/edit.cfm?Action=Add&amp;category_id=1&amp;contact_id=0</a>	\$350
Chronicle of Higher Education	Free
<a href="https://chroniclevitae.com/">https://chroniclevitae.com/</a>	
Academic Careers Online	Free
<a href="http://www.academiccareers.com/">http://www.academiccareers.com/</a>	

Identify and encourage highly qualified candidates to apply

Using Interfolio to review applications

Faculty search online tutorial (PVO800)

Additional items

Meeting on October 1<sup>st</sup>, 2018 at 12-1pm in room 331 ARCH building, discussed items on agenda. Meeting adjourned at 1pm.