College of Architecture and Urban Studies
Dean Search, 2016-17

Search Plan Overview and Timeline

Milestone 1: Search Charge and Launch

Thursday, October 27, 2016
Search committee charge, role and expectations; scoping and information sharing with search firm representatives.

Milestone 2: “Work in Progress” Presentation

Second week of January
Update on recruiting activities and search progress by search firm. Presentation of developing candidate pool to the search committee, for discussion and reactions. “Are we on the right track?”

Milestone 3: Presentation & Selection of Semi-Finalists

Second week of February
Presentation of full candidate pool to the search committee, for discussion and selection of semi-finalist candidates. Discuss format and structure for upcoming interviews.

Milestone 4: Semi-Finalist Interviews

First week of March
Search committee interviews semi-finalist candidates in person, near Dulles Airport. At the end of day 2, selects finalists for on-site interviews.

Milestone 5: Finalist Interviews

Tentative Dates/Times detailed below
All university community members are invited to attend “open forum” presentation sessions as well as a brief reception for each candidate. Open forum/reception dates and times are (tentatively):
• March 22: 3:30 – 4:30 pm → Open Forum; 4:30 – 5:00 pm → Reception
• March 29: 3:30 – 4:30 pm → Open Forum; 4:30 – 5:00 pm → Reception
• April 12: 3:30 – 4:30 pm → Open Forum; 4:30 – 5:00 pm → Reception
Feedback is invited from all who attend the open forum presentation sessions and compiled for the search committee.

Milestone 6: Committee Deliberation and Discussion

Third week in April
Search committee meets to discuss evaluative feedback on interviewed candidates with the Provost.