

**SEARCH AND SCREEN COMMITTEE MEETING
FOR HEB DEPARTMENT CHAIR**

Minutes for Friday, February 2, 2007, 3:00p.m.

Members present: Stephen Dodd (Chair), Dean Steve Dorman, Morgan Pigg, Barbara Rienzo, Sadie Sanders, Dennis Thombs, Chad Werch

Others present: Susie Weldon (secretary), Sigfred Fagerberg, Delores James

Topics of Discussion

1. Dr. Dodd gave a report on the results of the committee's assessment of the candidates. There was a brief discussion regarding the screening process and how to proceed.
2. Dr. Dodd reported that in addition to the UF posting, flyers were sent to over 300 organizations. Advertisements were also placed in The Chronicle of Higher Education; DIVERSE (formerly Black Issues in Higher Education); Affirmative Action Register; American Public Health Journal; Journal of School Health; HERDIR (hpcareer.net); Chronicle Careers; and American Academy of Health Behavior.
3. Dean Dorman addressed the committee. He stated that all future searches will involve a process in which the applicant pool will be certified by the Dean prior to moving forward. He expressed his concern that the applicant pool did not adequately represent the field. He stated that he felt that the search for a chair position in health education would generate 20 or more applications composed of both gender and ethnic diverse candidates. Dean Dorman stated that although only one candidate could be hired for the position, he felt the search could be re-opened for 2 weeks to allow the committee an opportunity to actively recruit additional viable candidates. contacting viable candidates. Dean Dorman responded that this position provides:
 - The chance to build a major department at UF;
 - An opportunity to work with faculty whom have a research agenda including the Addictive & Health Behaviors Research Institute, and Florida Center for Health Promotions;
 - The mission to prepare and work with good doctoral students;
 - A Dean with a vision who will aggressively seek a start-up package and a competitive salary; and
 - Collaboration with other UF departments.
4. After a discussion regarding the pros and cons of re-posting the job, it was decided that the position be re-posted for 10 days. The announcement would be posted on the university's HR job search only. It was stated that the only way to

make this process successful is to make personal phone calls. Each committee member was asked to identify 2-3 viable candidates. Dr. Dodd asked that the list be submitted to him. He will compile a master list to be posted and updated constantly.

5. There was a brief discussion regarding the procedure for approving and posting minutes. It was decided that minutes be forwarded to the committee via email and the committee be given 24 hours for revisions. After all revisions have been made, the minutes will be posted to the web. The minutes (Barbara Rienzo's revised version) of the 1/24/07 meeting were approved.

Meeting adjourned at 3:55.