



## **Provost Search Committee**

Kick-Off Meeting

Tuesday, May 3, 2022

Time: 1:00 – 2:00 P.M.

Microsoft Teams Virtual Meeting

### **Summary Notes**

#### **I. Welcome and Introductions**

President Rhea Law welcomed and thanked members for their willingness to serve on this important committee and explained how critical the position is to providing strategic leadership for the entirety of the university and for all campuses. She also expressed her gratitude to John Ramil for his willingness to chair the committee and to Balaji Padmanabhan for serving as vice chair.

President Law also informed the committee that Chief of Staff Paige Geers will offer support, as well as Vice President and Chief Human Resources Officer Angie Sklenka, and that Storbeck Search had been contracted to help develop the search process and build a diverse/robust pool.

The committee then went through and introduced themselves.

#### **II. Formal Charge**

President Law then provided the formal charge to the committee, which is to identify three to four outstanding candidates to advance to on-campus interviews in an un-ranked manner. The committee will also conduct listening sessions to develop a position profile consistent with Top 25 and AAU institutions.

#### **III. Opening Remarks**

Chair Ramil then took over the meeting and delivered opening remarks, expressing his excitement for this next chapter for the university and how he was looking forward to working with the committee. Vice Chair Padmanabhan echoed his comments.

#### **IV. Overview of Sunshine Law and Public Records**

Kiara Guzzo from the Office of General Counsel provided an overview of the Sunshine Law and the state's laws and USF's policies regarding public records and open meetings.

#### **V. Recruitment Training**

Stephanie Wise from Human Resources overviewed resources that HR has available for recruitment and showed the committee the online recruitment training module.

#### **VI. Search Process Overview, Timeline and Next Steps**

Shelly Storbeck provided an overview of the search process, including the estimated timeline and next steps. The goal is to finish the position description and have June and July be the active recruitment period, with September being the month where the search committee narrows the candidate pool down to who they would like to interview.

Once the committee conducts its own interviews it will then submit the unranked list of finalists to the President for campus visits, with the goal being an announcement of a final candidate made in early November.

The search will be robust and include feedback and information from the search committee and other key stakeholders.

## VII. Closing Remarks

Chair Ramil thanked everyone for attending and reminded everyone of the hard work yet to be done but assured everyone that the committee will find the university's next Provost to lead us into the future.