

Search Committee Meeting #2  
4/27/21

Members: Lisa Anderson, Jennifer Bartle, Jeana Albers, and Robert Krueger

1. Arrange a notetaker
  - a. Take notes during meetings
  - b. Send notes to Carrie to put in the the folder
  - c. I will send agendas to Carrie to post before the meeting
2. Publicity for this committee
  - a. Send livestream link for this meeting to Carrie
  - b. Ensure meetings are posted on the MSA webpage
3. Make up of this committee and what you want your role to be?
4. How many final interim candidates do you want brought to the BOD
5. Length of interim?
6. Job Ad (rough draft attached) When and where should it be posted?
7. Taskforce descriptions (rough draft attached)
8. Google Form to solicit volunteers for the task forces will go out \_\_\_\_\_
  - a. Should this group create the task forces or do you want me to when we get the results?
9. Establish a standing meeting time/date for this committee

Assignments for next time:

Items for next time (Unless we have time to start today?):

1. Pay/package for interim
2. In addition to the day-to-day operations of the school, what other projects/goals would we like to have the interim work on? Are these part of the pay package, or extra projects/stipends?
  - a. Expansion
  - b. Personnel and Evaluation
  - c. Other ideas?
3. Determine elements that we don't absolutely need in the job description, which committees/task forces does the interim need to be on?
4. What type of community/student involvement do you want for the interim interviews, besides participation on the task forces?