

**MINUTES: Dept. of Community Dentistry and Behavioral Science
Assistant Professor**

Date: January 25, 2018

Time: 1:00p.m.-2:00p.m.

Location: D4-16

Present: Drs. Micaela Gibbs, Joseph Riley, Donna Carden, Kimberly Sibille and Scott Tomar

Excused: Dr. Patricia Xirau-Probert (Search Committee Chair)

Support: Christina Perez and Jennifer Horn

AGENDA	Discussion	Action
Welcome	Call to order at 1:05p.m.	No Action.
Charge to the Search Charge	Dr. Tomar provided the charge to the search committee for the teacher/scholar initiative. The committee reviewed the position advertisement.	Christina Perez will post position on external site (AAPHD and ADEA). Dr. Tomar to send to various listserves.
Review Recruitment Process	Christina Perez reviewed the search and screen guidelines and the recruitment process.	No Action.
Develop Criteria Chart	The committee reviewed and drafted criteria chart.	Christina Perez to create protected search folder on the V drive for applicant review prior to next meeting.
Next Meeting	The committee decided to meet again on February 21, 2018.	Christina Perez to send out outlook appointment.
Adjourn	Meeting adjourned at 1:55p.m.	No Action.

Next Meeting - February 21, 2018