EVALUATION OF THE SEARCH PROCESS

Date: __________ Department: ____________ Position: ___________________________

Search Committee Chair: ____________________________
Search Committee Members: ________________________________

1. **Timing.** Did you follow the time-line established at the start of the search? ______
   Did you spend less/more than what was allocated for the search? ______
   What issues or concerns do you have about timing in this search? ______

2. **Advertising.** Did you make special efforts to increase the diversity of the pool? ______
   What were these special efforts? ______

3. **Campus Interviews.** Were all candidates’ visits conducted as similarly as possible? ______
   Were all candidates treated respectfully and asked the same questions? ______
   Were candidates given the opportunity to request specific visits or meetings? ______
   What issues or concerns do you have about the campus interviews? ______

4. **Communication.** Did you respond in a timely manner to prospective candidates? ______
   Did you promptly notify candidates who were no longer under consideration? ______
   Did you notify the finalists who were not selected as promptly as possible? ______
   What issues or concerns do you have about your communication with candidates? ______

5. **Resources.** What on-campus resources were most helpful to you during the search? ______
   How did you obtain these resources? From what office(s) or website(s)? ______
   What additional support was needed? ______

6. **What were some of the strengths of the process? What went well?**

7. **What are some areas of the process that need improvement? What did not go so well?**

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1550 Beardshear Hall
Ames, IA 50011
Phone 515-294-9591
advance@iastate.edu

www.provost.iastate.edu/
isu-advance

ISU ADVANCE started with a five-year grant (2006-2011) from the National Science Foundation to improve the university for women in science, technology, engineering and math. Following the initial grant, Iowa State University continues to expand the program for underrepresented people in all areas of the institution. Any opinions, findings, and conclusions or recommendations expressed in this material are those of the author(s), not of any current or past funding organization.