

Meeting: Psychology Lecturer Search Committee, University of Florida

Time: Thursday October 11, 2018, 12:50–1:40 p.m.

Location: Psychology Building 108, University of Florida

Attending: Nicole Dorey, Search Committee Member (Chair) Brian Cahill, Search Committee Member (Psychology) Martin Heesacker, Search Committee Member (Psychology) Hypatia Bolivar, Search Committee Member (Student) Julie Graber, Chair, Department of Psychology Andreas Keil, Equity Advisor, Diversity Committee, UF CLAS

- Department Chair (Graber) charged the committee with its duties, responsibilities
- Ad being processed for approval by Human Resources (HR) and/or Dean's Office
- Psych. Dept. HR Manager (David Fowler) will facilitate activating Interfolio website
- Equity Advisor (Keil) briefed committee on importance of diversity; three key points:
  - o Be creative in placing the ad; seek broad and diverse audiences
  - o Use standardized questions and discussion points in all interviews
  - o Be as warm and welcoming as possible to all candidates; sell them on UF
- Diversity discussion: Consensus on using requested diversity statement
- Future meetings: Search Chair (Dorey) will send out Doodle polls