



**Search Committee Meeting Minutes
University Ombuds
Posting Number R0002582**

Present: Dr. Aysegul Timur, Chair; Dr. Christopher Blakely; Beverly Brown; Keith Davidson, Jr.; Precious Gunter; Jessica Homer; Dr. Jamie MacDonald; Seana Perkins; Tracie Beck, Committee Support Staff.

Not Present: Dr. Shawn Felton

Guests: Heather MacQueen, Patricia Massey, Vee Leonard

Date/Time: July 18, 2022, 3:00 p.m. to 4:00 p.m.

Location: Edwards 309 and Zoom

1. Welcome and Introductions
 - Meeting was called to order at 3:04 p.m. by Dr. Aysegul Timur, Search Committee Chair.
 - Introductions made by all attendees.
2. Human Resources Presentation
 - Human Resources Presentation – *Committee Recruitment 101*, presented by Heather MacQueen.
3. Legal Counsel Presentation
 - Presentation by Vee Leonard, Vice President and General Counsel.
4. OIEC Presentation
 - Presentation by Precious Gunter, Office of Institutional Equity and Compliance.
5. Position Description Review
 - The homework assignment is to review the job description; at the next meeting this will be discussed.
6. Next Steps
 - Tracie will send out the calendar invite for the next meeting.
7. Adjournment
 - Meeting was adjourned at 4:03.