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November 5, 2018

Michelle Sullivan
Trustee and Chair
VP & Dean's Search Committee

Dear Trustee Sullivan:

I am happy to report that the search for a new Dean of Agriculture and Natural Resources is proceeding apace. We are currently in the position profile and job description development phase, which should be completed by November 14th.

The job description will then go immediately through the HCM system and will be officially posted soon thereafter (see proposed timeline attached). The following is a brief summary of actions taken to date.

- October 9th: the search committee received its charge from the Provost
- October 25-26th: search consultant Alberto Pimentel was on campus and met with several members of the College and UW Administration in order to develop a position profile and job description (agenda attached).
- October 30th: created a survey for stakeholders to provide feedback: <https://www.surveymonkey.com/r/BZK52VT>.
- November 2nd: open conference calls were held to provide input from stakeholders.
- November 6th: search consultant Alberto Pimentel travels to Casper to meet with stakeholders attending several agriculturally related conference events.
- November 13th: search committee meeting to finalize job description.

Additionally, several members of the committee have forwarded candidate prospects to the search consulting firm for follow up.

I will be able to update the committee on the details of the job description at your meeting on November 14th. Please let me know if you have any questions or require additional information.

Sincerely,

Melinda Harm Benson
Dean