

Florida International University SOA
Search and Screen committee for SOA Director Minutes

October 16, 2009
Meeting scheduled at 10:00AM in RB 280

Committee Members Present:

Chun-Hao Chang, Chair
Steve Lin
Antoinette Lynch
Wendy Gelman
Lew Davidon – by conference call

Quorum present: Yes

Proceedings:

*Meeting called to order at 10:10AM by Chun-Hao Chang.

*Minutes from 10-9-09 meeting were approved.

*We commenced the meeting by updating Lew on the progress of drafting the job advertisement for the Director of the School of Accounting. The committee reviewed the language of the ad and made some minor corrections with the help of Lew Davidson. We had sent a draft copy of the ad to Jan Greenwood of Greenwood/Asher & Associates, (the executive search firm we hired to help find a candidate) for feedback and guidance but we had not received a reply.

* Chun-Hao Chang is going to speak to Dean Elam about finding out the ballpark compensation tied to this position.

*We identified the issues that we wish to discuss with the search firm when we meet with them on October 27th, 2009.

The issues are as follows:

1. **Time frame:** Time frame for certifying the pool and time frame for the Greenwood firm to present potential candidates to screen. We were targeting January 1, 2010.
2. **Strategy:** We want to inquire about their game plan and strategy for finding viable candidates. The committee wants to know how successful have they been in the past, if they have experience searching for accounting directors and if they genuinely understand the accounting market? If not, we were thinking of ways to guide them in this task. Examples include instructing them to reach out to the top universities, and call selected schools (whether it be schools ranked from 1-10, 1-20 or 1-30.) Ask Chairs to identify stellar candidates in their department who might be interested in the position.
3. **Ad Placement:** The committee is eager to learn the methods the firms will employ to advertise and recruit. We are concerned that merely advertising in the AAA and Chronicle of Higher Education might not be

sufficient. They need to go beyond the traditional methods of advertising and be very proactive.

4. Description of our ideal candidate: We are looking for someone to put FIU on the map. The committee is very interested in ascertaining the management philosophy of each candidate that it was suggested that all candidates complete a questionnaire relating to this issue. In terms of academic leadership, the committee is looking for a facilitator. A person who will permit the faculty to continue their research in an independent fashion and not micromanage the affairs of the department. It was suggested that the director refrain from holding numerous meetings. Furthermore, this person is expected to raise \$ for the SOA. The candidate needs excellent interpersonal skills to complete this difficult task.

Reminder:

We had already scheduled the following date for our next meeting:
October 27, 12:30PM in CBC 306.

*Meeting adjourned at 11:00AM

* Minutes submitted by Wendy Gelman