

**EXECUTIVE VICE PRESIDENT OF ACADEMIC AFFAIRS
AND PROVOST**

College of Charleston

Charleston, South Carolina

Timeline

<u>On or About</u>	<u>Activity</u>
February 23	Witt/Kieffer meets with search committee and conducts assessment meetings
February 23	Witt/Kieffer provides draft ad for immediate approval
March 2	Witt/Kieffer provides draft position profile
March 9	Search committee reviews/approves position profile
March 13- June 15	Active Advertisement and recruitment by Witt/Kieffer
June 30	Witt/Kieffer meets with search committee to review candidates and identify semifinalists
July 13-14	The search committee interviews (usually off-site) semifinalists and chooses finalist(s)
August 31- September 2	Finalist(s) interviews, usually on campus
September 15-16 September 22	Finalist(s) interviews, tentative
September 30	Final candidate selected