

## Cosumnes River College

### **Committee Timeline Form**

**Posting Title:** \_\_\_\_\_

**Job Posting #:** \_\_\_\_\_

**Position Close Date:** \_\_\_\_\_

**Posting Link:** \_\_\_\_\_

**Meeting Date:** \_\_\_\_\_

#### **List of Committee Members:**

At first meeting: Introductions & Equity Representative

Review Proposed Timeline	Dates	Notes
<b>Committee Meeting: Develop screening criteria and questions</b>		
<b>HR Release Applications</b>		
<b>Interview Laterals/Transfers</b>		
<b>Committee Screen Applications by</b>		
<b>Meeting to select candidates for interview</b>		
<b>Interview External Candidates</b>		
<b>2nd Level</b>		

- Schedule Future Meetings
  - Candidate Selection Meeting: \_\_\_\_\_
  - Proposed Interview Dates:
    - Lateral interviews/1st day of interviews: \_\_\_\_\_
    - External interviews: \_\_\_\_\_
    - Pending - Second Level Interviews: \_\_\_\_\_