

CANDIDATE NAME

(Part-time visitors or very late visiting search only)

Monday, October 6, 2018

(Travel information such as flight information, airport pick up, and hotel reservation should be listed here)

6:00 p.m. Welcome reception with department or dinner with 2-4 department faculty

Tuesday, October 7, 2018

8:30am-9:30 am Breakfast at the Kenyon Inn with chair or faculty member

9:30 am-10:00 am Interview with Associate Provost

10:15 am-11:00 am Prepare for class lecture

11:10 am-12:00 pm Class Lecture

12:00 pm-1:15 pm Lunch with students

1:15pm-2:00 pm Meet with department faculty (ones that did not attend the reception or dinner)

2:15pm-3:15pm Coffee/conversation with community member(s) outside the department

3:30 pm-4:00 pm Exit interview with chair

(Departure information, travel information such as flight information, hotel pick up for airport)

Optional activities

Campus tour – perhaps a department member who may not be able to attend the department discussion

Instead of one large department conversation, use reception, breakfast and other times to meet with faculty members.

**** Please escort candidate to their next appointments**