

Sample Interview Visit Schedule: Teaching-Focused College (Chemistry Faculty Position)

This is a real document provided to a faculty candidate invited to interview. Identifying information has been removed.

Schedule for Dr. André Cortéz

Monday, December 2

7:00 pm	Arrive on Northwest Airlines flight #788 from San Francisco
7:30 pm	Dinner: Donald Sherwin, Chair, Chemistry , Jennifer Sense & Don Johnson, Chemistry Faculty
9:00 pm	Drop off at College Inn

Schedule for Dr. André Cortéz

Tuesday, December 3

7:30 – 9:00 am	Breakfast: Donald Sherwin, Chemistry, John Adams, Chemistry Faculty
9:00 – 9:30 am	Campus Tour – Donald Sherwin, Chair, Chemistry , Chem 2321
9:30 – 10:00 am	Don Johnson, Chemistry Faculty, Chem 2333
10:00 – 10:30 am	John Adams, Chemistry Faculty, Chem 2323
10:30 – 11:00 am	Time to prepare for Seminar
11:00 – noon	Research Seminar, Main Hall
Noon – 1:30 pm	Lunch: Andrea Littleton, Chemistry Faculty, and chemistry & biology Students
1:30 – 2:00 pm	Jan Eckert, Biology Chair , Jeffries Hall 2381
2:00 – 2:30 pm	Denise Ho, Biology Faculty, Jeffries Hall 2364
2:30 – 3:00 pm	Armand Berg, Humanities Chair , Adams 1263
3:00 – 3:45 pm	Andrea Littleton, Chemistry Faculty, Chem 1222
3:45 – 4:30 pm	Leslie Deacon, Chemistry Faculty, Chem 1216
4:30 – 5:00 pm	Bleu Danube, Chemistry Faculty, Chem 1220
6:30 pm	Dinner: John Adams, Bleu Danube, & Leslie Deacon, Chemistry Faculty
8:30 pm	Drop off at College Inn

Schedule for Dr. André Cortéz

Wednesday, December 4

7:30 – 9:00 am	Breakfast: Don Johnson, Chemistry Faculty, and Kathleen O’Grady, Biology Faculty
9:00 – 9:30 am	Donald Sherwin, Chair, Chemistry , Chem 2321
9:30 – 10:00 am	Anton Jarvis, Chair, Physics , Chem 1232
10:00 – 10:30 am	Bill Gates, President , Kingston Hall 201
10:30 – 11:00 am	Nancy Greene, Chemistry Faculty, Chem 2315
11:00 – 11:30 am	William Jan, Chemistry Emeritus, Chem 2306
11:30 – Noon	Time to prepare for Teaching Seminar
Noon – 1:00 pm	Teaching Seminar, Chem A132
1:15 – 2:15 pm	Lunch: Donald Sherwin, Chair, Chemistry and Andrea Littleton, Chemistry Faculty
2:30 – 3:30 pm	Todd Williams, VP & Dean of Faculty , Jeffries Hall 1257
3:30 – 4:00 pm	Donald Sherwin, Chemistry Chair , Chem 2321
4:00 pm	Drive to Local Airport (Donald Sherwin, Chair, Chemistry)
5:35 pm	Depart on Northwest Airlines (#445) to San Francisco
