**February 2, 2023**

**TO:** College of Communication Arts and Sciences Administrators, Faculty and Staff

**FROM:** Bruno Takahashi, Ph.D., Brandt Associate Professor of Environmental Journalism

Mary Finn, Ph.D., Dean, College of Social Sciences

Co-Chairs Dean of College of Communication Arts and Sciences and Search Committee Members

**CC:** Thomas D. Jeitschko, Ph.D., Interim Provost and Executive Vice President for Academic Affairs

Ann Austin, Ph.D, Interim Associate Provost and Associate Vice President for Faculty and Academic Staff Affairs

The MSU Dean of the College of Communication Arts and Sciences search committee met on January 30, 2023, with Interim Provost Jeitschko and Interim Associate Provost Austin to receive the search charge and for the Provost to share his thoughts on the key attributes and characteristics needed for the new dean.

MSU has secured the help of the executive search firm, [WittKieffer](https://www.wittkieffer.com/practices/education/provosts-deans-and-academic-leadership/), to assist with the search.  Representatives from WittKieffer are meeting to discuss their role in the search process with the search committee this week. Virtual listening sessions with a wide range of Communication Arts and Sciences constituency groups to discuss the search and leadership qualities, opportunities, and challenges for the next dean are being scheduled for next week. If you are unable to attend the scheduled session(s), you will receive an electronic survey to provide feedback. Your participation and input is essential to this process. The search committee, in partnership with the search firm and provost, will develop a position description based in part on feedback from the listening sessions and surveys.

A webpage is in development to share a timeline for the search and a complete list of the search committee members. This website will be used to provide updates as the search process unfolds and it will be shared with you in another communication once it is finalized.

The goal of the search is to have finalist candidates visit campus for interviews during the spring 2023 semester so that a new dean can be identified and in place by the end of the academic year.

Confidential nominations can be submitted to WittKieffer by emailing Lucy Leske at LLeske@wittkieffer.com. Questions about the search can be directed to the search co-chairs, Bruno Takahashi (btakahas@msu.edu) and Mary Finn (mfinn@msu.edu).