

## *INTERVIEW QUESTIONS*

### **Questions for the Dean and/or Department Head**

- Role of the department in the college?
- Vision of Department
- Strengths of Department
- How is the Department structured?
- Is there much collaboration within/across departments?
- How do you see my position fitting into the Department as a whole?
- What courses do you see me teaching?
- Summer teaching opportunities?
- Teaching load?
- Support for research?
- Mission of the college?
- Relationship of the department with other departments?
- Relationship of the college with the rest of the university?
- Relationship of the university with the community?
- Public schools in the area?
- Enrollment figures?
- Expectations regarding tenure – e.g., timeline?
- How much service is required for tenure?
- How is research supported internally (secretary/financial support)?
- How much seed money do you provide to begin research projects?
- How easy is entering the local schools for research? What is the relationship with the local schools?
- What is your view of collaborative research efforts?
- What is the salary range (average starting salary for asst. professors)
- Average raise across past 5 years for assistant professors
- Criteria for raise; Guidelines for promotion and tenure – can you have a copy?
- Time off teaching/reduced teaching load first quarter/semester?
- Computer for office?
- RA for first year to begin research?
- What do you foresee the department looking like in 5 years?
- When would I start?
- Where would my office be located? Will I have computer and other supplies?
- What support is provided for travel/conference attendance/participation?
- What are expectations for grant acquisition?
- How has funding been for the University? How will economy affect this?
- How much grant money does the department have?
- What mechanisms are in place to support grant writing/funding? (time/personnel)
- What are the students' strengths?
- How many doctoral students are in the department?
- At what point will I begin to advise graduate students? Will I advise graduate students?
- Do you have a mentoring program for new faculty? Describe it to me.
- Are there specific guidelines for offices hours?
- Will I have undergraduate advisees?
- What is it like living in the XXX area?
- What are monetary benefits/medical/retirement/fringe benefits/tuition benefits?
- Are xerox copies free? Phone calls? Office supplies?

### Associate Dean

- What are the strengths of the college?
- How is the college viewed within the University?
- What are your views on requirements for tenure?
- What is your view of inclusion? Where does this fit into the overall mission of the college?
- What is your view of the level of collaboration among faculty across/within departments?
- What are the strengths of the department?
- What internal supports for research are available?
- What is your view of the relationship between the university and the local schools – specifically for research purposes?
- What is living in the XXX area like?

### Questions for Faculty

- How well do the departments in the college work with each other? Collaboration within dept.?
- Summer support? Who decides who teaches which courses during summer & year?
- Course load? Who determines time & dates of classes?
- Recruitment strategies for students and new faculty?
- Relationship within college and community? Quality of public schools.
- Support for research – access to, competition for?
- Indirect cost rates and return to researchers? Where does this money go (i.e. to college, to department)?
- Graduate student support/RA's?
- Responsibility as far as teacher training? Supervision? Can you see copies of training grants they now have?
- Responsibility for training grants? Who will help write these?
- Timelines – their expectations about new faculty getting grants?
- Relationship of the department with the Dean?
- Computer equipment? How often is it replaced? Quality? Support?
- Practicum placements – integrated settings? Do you supervise students in placements?
- Travel policy? Presentations/conferences etc.
- Departmental philosophy?
- What do they want in a colleague?
- What do you think the department will look like in 5 years?
- How long have you been here? Why do you stay?
- Positive aspects(s) of the department?
- Are there others with similar interests? (will I have professional peers?)
- What is the process for hiring – when do they expect to make a decision?
- Why is the position open?
- What is the basis for evaluation?
- Attrition/turnover rate in past 2-3 years?
- Area(s) that need to be addressed or developed?
- Advisee load?
- Is it possible that position could be eliminated because of budget cuts (i.e. last hired, first fired)? How secure is position before tenure & promotion?
- Are there university grants? Small grants? Money set aside for new investigators? Money for equipment to begin research (i.e. lap top computer/video camera)?
- Expectations for tenure?
- Living environment – housing? Cost of living? Cultural aspects of community?
- What do you hope the person selected for this position will do?
- How do you support professors moving toward tenure? (mentoring/reduced load)
- What is the promotion rate?

- What are the strengths of the department?
- What are the strengths and weaknesses of living in this area?
- If there were one thing you would change to make the department better, what would it be?

### **Questions for Students**

- Relationship with faculty?
- Role in department – e.g., committees, etc.?
- Length of time in program?
- Funding?
- Why chose?
- Future goals?
- Types of research done for dissertation?
- Graduate assistants – type of work involved in within department?
- Emphasis in department – Teaching? Research? Policy?
- Strengths & weaknesses of program?
- What would they like to see in a professor?
- What is life like in this city?
- What is it like being a student here?
- What is the quality of instruction?
- How involved are the faculty in research? Are any of you involved with the faculty?
- What support for research/travel is provided to students?
- What is the faculty doing to prepare you for the next level?
- Why did you choose University XXX?
- What would you do to change the program?
- What is the atmosphere in the department?

### **Search Committee**

- What classes will I teach?
- What is the class size?
- What will my responsibilities be?
- What do you hope this person will do within the department?
- Where do I fit in to the goals of the department?
- How do people get along?
- What are the tenure requirements?
- What is the promotion rate?
- How do pay raises work?
- What is the service requirement?
- What are the expectations for grant acquisition? What supports are in place?

### **Questions they might ask YOU?**

- I see that you've taught \_\_\_\_\_, can you tell me a little about that class/lecture?
- What courses would you feel comfortable teaching?
- I see that you've taught these type(s) of children – is that your area of emphasis?
- Tell us about your previous teaching experience?
- Talk about the position announcement and how you see yourself fitting the characteristics of the position.
- Convince me that you will graduate by \_\_\_\_\_.
- What are some of your research ideas/interests? What age children? Disability level?
- What questions do you have for us?
- What kinds of things have you done that enable you to compete for a position like this?

- Have you done any work at the state or national level? Do you have any interest in doing so?
- How do you like our city? What do you like to do in your “free time” (RIGHT!!!\*??\*!)
- Do you have any data/articles to write to keep you busy once you get here; until you get involved in grant work? What are they?
- What can you teach us?
- Would you be happy in a non-SPED department?
- Why are you interested in ---- University?