

THIS FORM MUST BE COMPLETE BY THE SEARCH COMMITTEE AND FORWARDED TO THE OFFICE OF DIVERSITY AND EQUAL OPPORTUNITY BEFORE AN APPOINTMENT CAN BE MADE

Search Chair

Department

AA Search Number

Date

1. Title of Job to be Filled: _____

Proposed Starting Date: _____

Check One: Tenure Track Temporary
 Check One: Full Time Part Time (___%)

2. Search Committee Members:

<i>Name:</i>	<i>Sex:</i>	<i>Race/Ethnic Origin:</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. List all sources and personal contacts made in an effort to recruit women and persons of color. Specify names and dates of contacts to organizations, colleges, colleagues, etc. (Do NOT list contacts made by the Office of Diversity and Equal Opportunity).

4. Finalist list. Finalists are those candidates the committee finds acceptable to fill the position based on the criteria stated in the ad and performance in the interview, including teaching demonstration, if applicable. List those candidates identified as finalists and briefly state their relative qualifications.

5. Candidates Interviewed:

Name:	Highest Degree:	Sex:	Race/Ethnic Origin

