



Affirmative Action Recruitment Report

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JOB TITLE _____	V# _____
DEPARTMENT/DIVISION _____	

SEARCH COMMITTEE

APPOINTED YES NO IF YES, BY: _____ DATE FORMED: _____

OTHER, PLEASE EXPLAIN _____

SEARCH COMMITTEE MEMBERS

NAME	GENDER		ETHNIC IDENTIFICATION				
	MALE	FEMALE	WHITE	BLACK	HISPANIC	ASIAN	OTHER
CHAIR							

HAVE SEARCH COMMITTEE MEMBERS BEEN ADVISED OF
 - DEPT/DIVISION'S CURRENT EMPLOYEE PROFILE BY GENDER AND ETHNICITY YES No

ADVERTISING

PLEASE LIST BELOW ALL NAMES, PLACES AND DATES OF ADVERTISING INCLUDING NEWS MEDIA, NATIONAL PUBLICATIONS, PROFESSIONAL JOURNALS, COLLEGE PLACEMENT OFFICES, OFF-CAMPUS ACADEMIC DEPARTMENTS, WOMEN'S AND MINORITY PUBLICATIONS/ORGANIZATIONS. PLEASE NOTE THAT ALL PAID ADVERTISING IN THE NEWS MEDIA MUST BE ARRANGED WITH THE COMMUNICATIONS AND MARKETING DEPARTMENT.

PLEASE SUBMIT TO EO/AA A COPY OF THE SCREENING INSTRUMENT FOR EVALUATION CANDIDATES AND BASIC INTERVIEW QUESTIONS.

SIGNATURE OF RECOMMENDING AUTHORITY _____ DATE _____