

FACULTY APPLICANT AND APPOINTMENT REVIEW FORM (rev. 9/06)

DEPARTMENT

TITLE OF POSITION TO BE FILLED

NAME OF APPOINTEE

EFFECTIVE DATE OF APPOINTMENT

PLEASE DISTRIBUTE THE TOTALS FOR ALL CATEGORIES LISTED BELOW	Total (All)
1. Submitted Application (CV/Resume) for Position in Question:	
2. Meets Minimum/Basic Qualifications:	
3. Selected for First-Round Interviews:	
4. Selected for Additional Interviews:	
5. Verbal and/or Written Offers Extended:	
6. Offers Accepted:	
7. Offers Declined*:	

**Please provide the race/ethnicity and sex of individuals who declined offers:*

Given the availability data established by the University's Affirmative Action Program for your department, do you feel your applicant pool is representative of the availability? If not, why?

Describe measures and efforts taken to insure a diverse applicant pool:

SIGNATURE OF DEPARTMENT CHAIR or SEARCH COMMITTEE CHAIR

DATE