



Approval of Pool
Appendix C July 2017

Instructions: The Department Search Committee Chair completes the fields with visible borders and then emails the form, plus a list of the names of applicants totalled in Section II, to the Affirmative Action Officer, who will enter race and gender data. The Affirmative Action Officer will return the form to the Department Search Committee Chair to obtain signatures, beginning with the department chair.

Log Number: _____

Date: _____ College: _____
Department: _____ Job Title: _____

I. NUMBER OF APPLICATIONS RECEIVED

	Females	Males	Gender Not Reported
American or Alaskan Native			
Asian			
Black or African American			
Hispanic or Latino			
Multiracial/Two or More Races			
Native Hawaiian or Pacific Islander			
White			
Race Not Reported			
Total			
Total Applications Received			
Person with Disability			
Veteran			
Vietnam Era Veteran & Other Veterans			
Disabled Veteran			
Recently Separated Veteran			
Armed Forces Service Medal Veteran			

II. NUMBER OF APPLICANTS WHO MEET ADVERTISED REQUIREMENTS

	Essential Qualifications		Gender Not Reported
	Females	Males	
	Essential and Preferred Qualifications		
American or Alaskan Native			
Asian			
Black or African American			
Hispanic or Latino			
Multiracial/Two or More Races			
Native Hawaiian or Pacific Islander			
White			
Race Not Reported			
Total			
Total Applications Received			
Person with Disability			
Veteran			
Vietnam Era Veteran & Other Veterans			
Disabled Veteran			
Recently Separated Veteran			
Armed Forces Service Medal Veteran			

III. APPLICANTS TO BE INTERVIEWED

Screening Interviews
Final Round Interviews

Name	Race	Gender
Name	Race	Gender
Name	Race	Gender
Name	Race	Gender

