



# Search Committee Membership Form

Appendix B July 2017

Log Number: \_\_\_\_\_

Date: \_\_\_\_\_ College: \_\_\_\_\_

Department: \_\_\_\_\_ Job Title: \_\_\_\_\_

### Search Committee Membership (review [Faculty Hiring Policy](#) for details)

Chair:	Name	Position/Rank/Title	Race	Gender
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Members:	Name (add department if different from above)	Position/Rank/Title	Race	Gender
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**Recruitment Procedures** (indicate the types and names of media and other methods of advertising, affirmative action, strategies, organizations, committees, associations and individuals contacted to generate a diverse and qualified pool, etc.) **List all ad sources, including print ad and target recruitment ad sources.** If you need help creating a robust communications plan, visit the [Office of Faculty Affairs Search Committees page](#) or contact [AssocProvFA@gsu.edu](mailto:AssocProvFA@gsu.edu).

| Names of Associations/SIGs/Job Boards/Websites/Periodicals/Individuals | Mode of Communication |       |       |       | Targets          |
|------------------------------------------------------------------------|-----------------------|-------|-------|-------|------------------|
|                                                                        | Online                | Email | Print | Phone | Women Minorities |

### Signatures (Adobe Digital Signatures acceptable)

|                           |            |       |
|---------------------------|------------|-------|
| _____                     | _____      | _____ |
| Department Chair/Director | Print Name | Date  |
| _____                     | _____      | _____ |
| Assistant/Associate Dean  | Print Name | Date  |
| _____                     | _____      | _____ |
| Dean                      | Print Name | Date  |
| _____                     | _____      | _____ |
| Provost                   | Print Name | Date  |