



# 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**

	<b>Essential Qualifications</b>		Gender Not Reported
	Females	Males	
	<b>Essential and Preferred Qualifications</b>		
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

Name Race Gender

Name Race Gender

Name Race Gender

Name Race Gender

Name Race Gender

Name Race Gender

**SIGNATURES (Adobe Digital Signatures Acceptable)**

Department Chair/Director

Print Name

Date

Assistant/Associate Dean

Print Name

Date

Dean

Print Name

Date

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Print Name

Date