



Approval of Pool
Appendix C February 2022

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

Table with 4 columns: Race, Females, Males, Gender Not Reported. Rows include 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

Table with 4 columns: Race, Essential Qualifications, Essential and Preferred Qualifications, Gender Not Reported. Rows include 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

Table with 3 columns: Name, Race, Gender. Multiple rows for both Screening Interviews and Final Round Interviews.

