Affirmative Action Representative Report II

This report must be submitted to the Affirmative Action Officer immediately after the interviews have been completed.

Position_____________________________________________ Date____________
Department ______________________________Date of interviews____,____,____

1. Did all members of the committee interview all candidates? Yes_____ No_____

2. How many candidates were interviewed? ______

3. Were any candidates interviewed members of the protected classes? Yes____ No___

4. If there were, were any recommended for hire? Yes_______ No________

5. If not, why not?
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________

6. Were all candidates asked the same questions? Yes________ No____________

7. If not, why not?
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________

8. Were all candidates rated on the same factors? Yes__________ No________

9. Were any inappropriate factors brought out in discussion of who would be recommended? Yes_____ No_____ If yes, what factors?
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________

Comments:________________________________________________________
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________

Signature of AA Representative or Search Committee Chairperson
_____________________________________________________________________

(Please use additional sheets if necessary)