



AFFIRMATIVE ACTION SELECTION REPORT - JUSTIFICATION FOR FINAL SELECTION

To be sent to the Office of Institutional Equity and Diversity

POSITION TITLE (include Rank and Specialization): \_\_\_\_\_

POSITION NUMBER: \_\_\_\_\_ COLLEGE/DIVISION: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_

SUBMITTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

A. List top candidate. Include reason if the candidate has refused preliminary inquiry regarding the position. Indicate women candidates by an "asterisk" (\*), African American/Black with an "at" sign (@), and signify any other underrepresented candidates by a "plus" sign (+); use all if applicable.

Name: \_\_\_\_\_

B. List, in priority order, interviewees to whom you would offer the position without further search (in case the above candidate declines). Indicate women candidates by an "asterisk" (\*), African American/Black with an "at" sign (@), and signify any other underrepresented candidates by a "plus" sign (+); use all if applicable.

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

C. List all other interviewees who were not selected; give a brief explanation of the reason for rejection. Indicate women candidates by an "asterisk" (\*), African American/Black with an "at" sign (@), and signify any other underrepresented candidates by a "plus" sign (+); use all if applicable. Attach document if necessary.

Name & Reason: \_\_\_\_\_

Name & Reason: \_\_\_\_\_

D. Does this appointment affect the underutilization status of the department? If yes, explain.

\_\_\_\_ YES, Please explain: \_\_\_\_\_

\_\_\_\_ NO

Submit to AA

FOR ASSISTANT VICE PRESIDENT OF INSTITUTIONAL EQUITY AND DIVERSITY

COMMENTS:

Empty rectangular box for comments.

INITIALS: \_\_\_\_\_

DATE: \_\_\_\_\_

