

**SIUE Faculty/Administrator/Professional Staff
 AFFIRMATIVE ACTION RECRUITMENT HISTORY**

This form is to be completed before an offer of employment is made.

Bulletin No. FY: _____

To Be Completed By Hiring Unit:

1. Position Title: _____ Hiring Unit: _____
 2. Hiring Official: _____ Phone No.: _____
 3. Committee Chair: _____

Please indicate the number of individuals by racial group comprising the Search/Selection committee. Use key at the bottom of the page.*

1 = _____ 2 = _____ 3 = _____ 4 = _____ 5 = _____ No. of women = _____

4. Total number of applicants for position: _____

5. Qualified Candidates:

NAME	NAME
1.	7.
2.	8.
3.	9.
4.	10.
5.	11.
6.	12.

6. Interviewed Candidates:

NAME	SEX	RACE*	Date Interviewed
A.			
B.			
C.			
D.			
F.			
E.			

Number of applicants interviewed: On Campus _____ Off Campus _____ By phone _____

7. Successful candidate (s):

Name _____ Race* _____ Sex _____

8. Proposed salary _____ Proposed date of appointment _____

Proposed terms of contract _____

9. Is candidate hired under different terms than those posted? Yes No If yes, please attach justification.

10. Were other qualifications submitted for those posted? Yes No If yes, please attach justification.

Approved by: _____ Date: _____

Office of Equal Opportunity, Access and Title IX Coordination

** 1 -White (Non Hispanic), 2 -Black (Non Hispanic), 3 -Hispanic, 4 -Asian or Pacific Islander, 5 -American Indian or Alaskan/Native American