

UNLV EEO RECRUITING and COMPLIANCE REPORT

Search Number	Title	Department		
Position Number	Academic/Professional Range or Rank	Tenure Track Circle Yes or No	Annual Salary	FTE
Projected Employment Start Date	Permanent or Temporary Expiration Date		A or B Contract	

Last, First, Middle Name of Selected Candidate	Gender	Citizenship Country
Ethnic Code A-White, B-Black, C-Hispanic D-Asian / Pacific Islander E-Amer Indian/AlaskanNative	Highest Degree, Discipline and Year Awarded	

Search Committee Chair	Search Committee Members
Publications or Locations Used for Advertisement or Announcements	

Names of Candidates Interviewed	<p style="text-align: center; margin: 0;">ACTION TAKEN CODES</p> <p>A - Not qualified. Application received after deadline. B - Not qualified. Does not meet degree requirement. C - Not qualified. Incomplete application file or materials. D - Not qualified. Insufficient professional experience. E - Not qualified. Other requirement. <i>(Please explain. Reasons must be specific to the applicant and directly related to the position).</i> F - Qualified. Applicant withdrew. G - Considered. Qualified, but not strong enough for short list. <i>(May have education & work experience, but other requirements or references or publications show weakness by comparison).</i> H - Considered. One of <u>three or less</u>, qualified applicants. I - Considered. Qualified for <u>unranked short list</u>. J - Considered. Qualified for <u>ranked short list</u>. K - Top candidate. Ranked as highest qualified, given the requirements. L - Made short list, invited for interview, declined interview. M - Interviewed, not recommended for employment. N - Interviewed, recommended for employment. O - Offered job, applicant declined. P - Offered job, applicant accepted. Q - Other <i>(please explain)</i>.</p>
Names of Applicants / Action Taken Code(s)	

Attach Additional Page or Printout if Desired or Necessary.

I have reviewed this recruitment and believe all required steps have been taken to meet affirmative action and equal opportunity obligations.

Signature of search committee chair: _____ Date: _____

I have reviewed this recruitment and believe all required steps have been taken to meet affirmative action and equal opportunity obligations. The Equal Employment and Diversity guidelines are satisfied and the offer is in compliance.

_____ Date: _____

Human Resources Representative

Action Taken Codes:

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- P** - Offered job, applicant accepted.
- Q** - Other *(please explain)*.

Each voting committee member should code or record their assessment of each applicant. After debate, there should be a consensus (or majority rule) on the status of each applicant's qualification and rank. Please provide Human Resources the consensus data only. Enter the codes on the compliance report. More than one action code may be used for an applicant.