



**Office of Affirmative Action  
PROPOSED INTERVIEWEES**

**TO:** Director  
Office of Affirmative Action

**FROM:** \_\_\_\_\_

**RE:** Proposed Interviewees \_\_\_\_\_

**Position:** \_\_\_\_\_

**Instructions:** This form, along with (1) the **Applicant Flow Log**, (2) the **CVs/ Resumes for all applicants with proposed interviewees**, (3) **draft interview questions stacked on top and** (4) **each committee member's Preliminary Evaluation Sheet for all applicants** must be hand-delivered to the AA Office for review and approval **prior to scheduling interviews**. The CVs need not be copied, as they will be returned.

[Please allow a minimum 7-10 working days for the AAO review process.]

Listed below are the Search Committee's proposed interviewees.

[For AAO purposes only]

Name (Last, First, MI)	Highest Degree	Yrs of Relevant Experience	Gender	Ethnicity
1.				
2.				
3.				
4.				
5.				
6.				
7.				

If necessary attach additional sheet and check here \_\_\_\_.

\_\_\_\_\_  
Chairperson, Search Committee

\_\_\_\_\_  
Tele: \_\_\_\_\_  
Date Submitted

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**Comments:**

**Affirmative Action Officer/Designee:** \_\_\_\_\_ **Date** \_\_\_\_\_