

**RAMAPO COLLEGE OF NEW JERSEY**  
**AFFIRMATIVE ACTION SEARCH COMMITTEE REPORT**

- 1. Unit:** \_\_\_\_\_
- 2. Position Title and Rank:** \_\_\_\_\_
- 3. Advertising Publications Used:**

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#### 4. Other Recruitment Sources (telephone calls, personal contacts, conferences, etc.:)

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— 1 —

## **5. Unit Search Committee Composition:**

| Name | Title | Sex/<br>Race | Name | Title | Sex/<br>Race |
|------|-------|--------------|------|-------|--------------|
|      |       |              |      |       |              |
|      |       |              |      |       |              |
|      |       |              |      |       |              |
|      |       |              |      |       |              |
|      |       |              |      |       |              |

**6. Candidate Selection Process:** Attach selection procedure and forms used.

**7. Indicate how many candidates were interviewed.**

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**8. Name of the first and/or second candidate offered the position:**

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**Did candidate accept?** Yes \_\_\_\_\_

Yes \_\_\_\_\_

**No** \_\_\_\_\_ **Stated Reason:** \_\_\_\_\_

**9. a) Does this candidate meet the minimum qualifications as stated in the Staffing Requisition Form**

b) **Degree(s) verified?** \_\_\_\_\_ **By Whom?** \_\_\_\_\_

c) **Experience verified?** \_\_\_\_\_ **By Whom?** \_\_\_\_\_

**10. Please provide search status:** \_\_\_\_\_ **Candidate selected** \_\_\_\_\_ **Poor applicant pool**  
\_\_\_\_\_  
**Search-canceled** \_\_\_\_\_ **Position rejected** \_\_\_\_\_

## **Search Committee Chair and**

## **Unit Head**

## Affirmative Action Monitor

**Date:**

**SUBMIT WITH HIRING PACKET**