

Request to Interview - Exempt (EEOR-2)

Check one: Faculty Librarian

Date: Contact Name: Contact Phone:

Department Name: Open Position Title:

Name of Previous Employee:

Names of Finalists

List in rank order those candidates for whom you are requesting permission to interview, noting those that are alternates. Attach copies of their vitas or resumes.

Name	Race*	Gender*	Meet AA Goal?*
1. <input type="text"/>			
2. <input type="text"/>			
3. <input type="text"/>			
4. <input type="text"/>			
5. <input type="text"/>			
6. <input type="text"/>			
7. <input type="text"/>			

*Completed by the Office of Institutional Equity

Applicant Pool Information *

1. What was the total number of applicants reviewed for this position?* _____

2. How many applicants for this position did not meet minimal qualifications?* _____

Statistical Description of Applicant Pool * *Completed by the Office of Institutional Equity

Ethnic Group	White (not of Hispanic origin)	Native American/ Alaskan Native	Black/African American	Asian/Pacific Islander	Hispanic	Multiracial	Race Unknown	Total
Males								
Females								
Sex Unknown								
Total								

Section D: Required Signatures

1. Hiring Supervisor _____ Date _____

4. Director, OIE _____ Date _____

2. Department Head _____ Date _____

5. Vice Chancellor _____ Date _____

3. Dean _____ Date _____

6. Chancellor _____ Date _____