

Position Title and Number:	
Search Committee Chair:	
Search Committee Diversity Advocate:	
Search Committee Members:	

Submit this form by email:

Date: **Must be sent prior to extending invitations to Columbus campus candidates for on-campus interviews**

To: Divisional Dean, Divisional Dean's Assistant

cc: Interim Associate Dean for Diversity, Equity, Inclusion, Korie Little Edwards, edwards.623@osu.edu

Subject: Approval Request: Faculty Search Diversity Recruitment Report

Directions: Please provide a brief response to each question below.

1. APPLICATIONS AND COMMITTEE TRAINING

- When did the search committee chair and/or members attend one of the seven "Searching for Inclusive Excellence" workshops? Was there anyone on the search committee who did not? If so, why?

- Indicate the objective of this search [e.g. hire assistant professor in the field of [x] and the time period of the "active" search [e.g. October 2022-February 2023]:



- What populations are underrepresented in your department/school? Explain.

- What strategies did the search committee proactively employ to recruit faculty from underrepresented populations and diversify the applicant pool? Describe the impact of these strategies, as well as the challenges. Please be specific.

- Did discussions about (i) diversity, equity and inclusion or (ii) broadening participation or related issues arise in any discussions during the search process? If so, describe the nature and outcome of such discussions.



- Diversity statements were required by every candidate. How were the diversity statements evaluated as part of the review process?

- Describe the applicant pool (using the EEO Report from Academic Jobs Online) from which the new hire will be selected. How satisfied are you with that pool and with its diversity? Please explain.

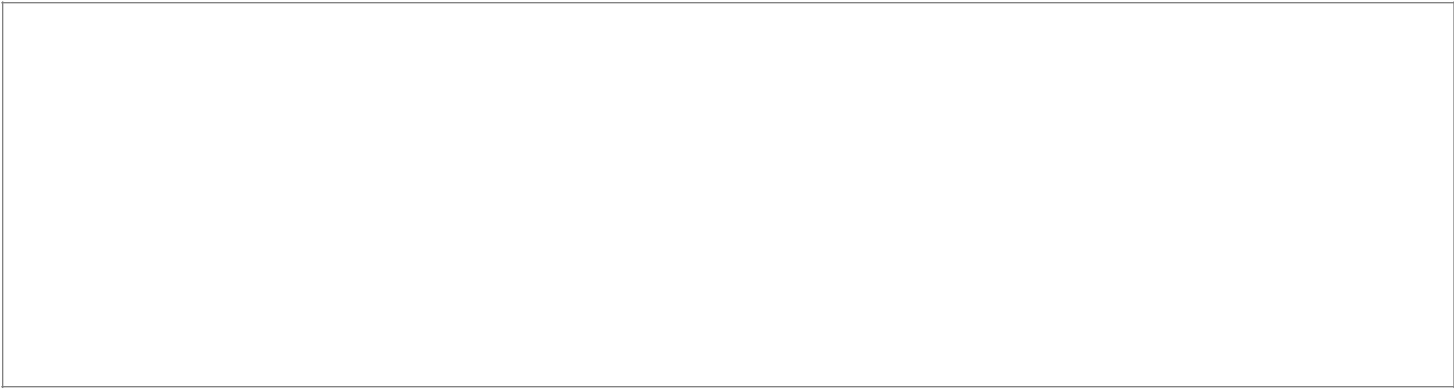
✓ **Faculty Search Applicant Pool – Please attach the EEO Report for the position available in Academic Jobs Online (contact your college HR Consultant if you need assistance with this). If a different application portal was used, provide a report similar to the attached sample.**

2. SCREENING PROCESS

- Applicant pool check-ins

Date	Total Number of Applicants	Percent Underrepresented Sex	Percent Underrepresented Minorities

- Describe the screening process and criteria employed in the evaluation of applications received.



- Complete the following table listing applicants who were *considered by the full faculty and not* chosen for a campus interview. Provide your more expansive notes of evaluation of these candidates below.

Applicant's Name	Evaluation	Candidate submitted diversity statement: Yes/ No
1.		
2.		
3.		
4.		
5.		

3. PROPOSED INTERVIEW POOL

- Briefly describe the credentials of the candidates that you propose to bring as finalists to campus.

Candidate's Name	Description of Credentials	Candidate submitted diversity statement: Yes/ No
1.		
2.		



3.		
4.		
5.		

- For each candidate chosen for a campus interview, briefly describe how each candidate would amplify the values of diversity, inclusion and innovation. How does the candidate's teaching, mentoring, research, and/or outreach and engagement amplify diversity and inclusion? How would the candidate contribute to ongoing or new diversity and inclusion initiatives in the unit?

Name	Description
1.	
2.	
3.	
4.	
5.	



OTHER NOTES:

PLEASE ATTACH EEO REPORT FROM ACADEMIC JOBS ONLINE

