

Faculty Certification Form

1. To be filled out by the Search Chair. Job ID: \_\_\_\_\_

Position title: \_\_\_\_\_

Department: \_\_\_\_\_

2. What sources (CUNY postings, newspapers, journals, organizations, etc.) were used to recruit candidates for this position? To be filled out by the Search Chair.

3. How many candidates were interviewed:

To be filled out by the Diversity Office.

	White	Black	Hispanic	Asian/ Pacif. Isl.	Amer. Indian Alsk. Nat.	Hawaiian	Italian- American	Unknown	TOTAL
Female	_____	_____	_____	_____	_____	_____	_____	_____	_____
Male	_____	_____	_____	_____	_____	_____	_____	_____	_____
Unknown	_____	_____	_____	_____	_____	_____	_____	_____	_____

4. Names of candidates interviewed but not offered the position (THIS MEANS ALL CANDIDATES INTERVIEWED, NOT JUST FINALISTS FORWARDED TO THE DEPARTMENT CHAIR):

To be filled out by the Search Chair.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Candidate(s) offered the position:

To be filled out by the Search Chair. Name: \_\_\_\_\_

Did the candidate accept ? Yes \_\_\_\_\_ No \_\_\_\_\_ Stated reason \_\_\_\_\_

Salary: \$ \_\_\_\_\_

Rank: \_\_\_\_\_

Position Number: \_\_\_\_\_

