

UNIVERSITY AFFIRMATIVE ACTION/EQUAL OPPORTUNITY DATA SHEET

DATE: _____

COLLEGE: _____ DEPARTMENT: _____

POSITION: _____

TOTAL NUMBER OF APPLICANTS: _____

TOTAL NUMBER OF WOMEN: _____/MEN: _____

POSITION WAS ADVERTISED IN THE FOLLOWING JOURNALS:

POSITION WAS ADVERTISED AT THE FOLLOWING MEETINGS:

POSITION ANNOUNCEMENT WAS SENT TO _____ UNIVERSITIES

POSITION ANNOUNCEMENT WAS SENT TO _____ PLACEMENT BUREAUS

N.B. It is expected that positions will be advertised in at least one journal/newsletter targeted to minorities, handicapped and women.

One copy of this form should be returned to the **Office of the Dean/Director** (if applicable) and one form to the University **Academic Affairs Office**.