**Lane Community College**

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| **RECRUITMENT REPORT** \*\*Per ASA please type |
| POSITION INFORMATION - Complete form in entirety |
| **Posting #:** | **Position title:** |
| **Posting date:** | **Department/Division:** |
| **SCREENING/INTERVIEW COMMITTEE MEMBERS** |
| **Search Committee Chair:** | **Screening/MQ****Yes or No** | **Interviews****Yes or No** |
| **Committee:** | **Division / Department** |  |  |
|  |  |  Y or N | Y or N |
|  |  | Y or N | Y or N |
|  |  | Y or N | Y or N |
|  |  | Y or N | Y or N |
|  |  | Y or N | Y or N |
|  |  | Y or N | Y or N |
|  |  | Y or N | Y or N |
|  |  | Y or N | Y or N |
|  |  | Y or N | Y or N |
| **APPLICANTS SELECTED FOR INTERVIEWS** |
| The following applicants have been selected for an interview. **Interviews calls may not be made until all approvals are completed.** |  |
|  |  |  |
| **Responsible Manager:**  | **Date** |  |
| Human Resources Only **REVIEW OF INTERVIEW POOL** |
| **[ ]** Applicants have been selected for interviews in compliance with our Affirmative Action standards.[ ]  The following action is needed for Affirmative Action compliance. |
| **For Affirmative Action** | **Date** |
| Vice President (required to proceed with interviews without taking Affirmative Action recommendation) | Date |
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