

**HUMAN RESOURCES DEPARTMENT
 INTERVIEW PANEL RECOMMENDATION FORM
 IMPORTANT USP REQUIRMENT IV.D.1. - INTERVIEW COMMITTEES FOR ADMINISTRATIVE & CERTIFICATED STAFF
 MUST INCLUDE AFRICAN AMERICAN AND/OR LATINO MEMBERS**

Position Title:								Job#							
Chairperson:															
Site/Dept:								Date:							
Name of Interview Committee Member & Title	Barg Unit	Parent	Teacher	Student	Com	Class Staff	Central	African Am.	Anglo	Asian	Hisp.	Native Am.	Multi Racial	M	F
Total															

STUDENT ETHNIC ENROLLMENT BREAKDOWN:
 White/Anglo: African American: Hispanic: Native American: Asian American:

ONLY FOR ADMINISTRATIVE APPOINTMENTS; HR APPROVAL IS REQUIRED BEFORE THE INTERVIEW IS CONDUCTED. ALSO, BEFORE NOTIFYING PERSPECTIVE INTERVIEW COMMITTEE MEMBERS, PRIOR HR APPROVAL MUST BE OBTAINED

_____ Date
 Chairperson Signature

_____ Date
 Human Resources Representative

_____ Date
 Chief Human Resources Director or Designee

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