

Interview Report Form

Name of Interviewer _____ Date _____

Name of person interviewed _____

Course(s) interviewed for: Dept: Course - Section Course Title

Semester: Fall, Spring, Summer I, Summer II, Summer III (Circle Term)

HIRED _____ (Rationale for hiring)

NOT HIRED – Explain why.

Attach current vita or resume.

Discussed salary ranges and rankings with the candidate. (See reverse side for criteria with ranges.)

The candidate is not currently a graduate assistant at The University of Akron. (See reverse side for Other Simultaneous Employment policy)

The candidate previously taught on the Akron campus. The last time they taught was _____ (Approx. year)

Number of hours and semesters taught at other institutions

The candidate has been informed to attend the Sexual Harassment Training through The University of Akron.

Comments:

(Turn in this sheet and interview question sheet to Room E-242A (Sheila Schmidt) after each interview for an adjunct faculty member. Form will be filed in adjunct faculty pool folder and used to complete EEO compliance forms.)

For Office of Academic Affairs use only:

Rate _____ Approved by Dr. Daniel C. Deckler _____ Date _____

Rank _____

Updated 10/04