

Position Title Initial Data Review Form - Confidential

Applicant name	
Current Title	
Institutional Address	
Telephone/Fax/E-Mail	

Education	Tenure Potential	Leadership
Highest Degree	Publications and Scholarship	Office Management Experience
Institution	Grants	Federal Grant Experience
Year Awarded	Undergraduate Teaching	Scholarship
Discipline	Graduate Teaching	
	Other	

Administrative Experience	
Department Chair y/n / years/ type of institution	___ yes ___ no Years: _____ Institutional type: ___ 2 year ___ 4 year ___ masters ___ doctoral
Asst./Assoc. Dean y/n / years/ type of institution	___ yes ___ no Years: _____ Institutional type: ___ 2 year ___ 4 year ___ masters ___ doctoral
Dean y/n / years/ type of institution	___ yes ___ no Years: _____ Institutional type: ___ 2 year ___ 4 year ___ masters ___ doctoral
Other (specify) / years/ type of institution	___ yes ___ no Years: _____ Institutional type: ___ 2 year ___ 4 year ___ masters ___ doctoral

Experience with Responsibilities Stated in Job Announcement								
<u>Area:</u>	Support generation of external funds	Encourage research--especially interdisciplinary research	Oversee institution compliance with government regulations	Provide service to graduate students and faculty	Create/uphold standards for graduate education	Foster diversity	Administrative planning of academic programs and curricula	Advocate for graduate education
<u>Level:</u>	___ Demonstrated ___ Suggested ___ Unable to judge from credentials	___ Demonstrated ___ Suggested ___ Unable to judge from credentials	___ Demonstrated ___ Suggested ___ Unable to judge from credentials	___ Demonstrated ___ Suggested ___ Unable to judge from credentials	___ Demonstrated ___ Suggested ___ Unable to judge from credentials	___ Demonstrated ___ Suggested ___ Unable to judge from credentials	___ Demonstrated ___ Suggested ___ Unable to judge from credentials	___ Demonstrated ___ Suggested ___ Unable to judge from credentials

Notes for discussion:

Strengths:

Weaknesses:

Rating: _____ Well-Qualified _____ Qualified _____ Not Acceptable