CRC Preferential Search Summary Report
Complete this form if the preferential stage of the CRC search process did not result in a nominee.

Type of Search:	$[\Box]$ External Search	[□] Inter	nal Search			
Faculty and Academ	Appointee (if applicable): _ nic Unit:					
Search Committee (	Chair:					_
Process						
The EIO Equitable Hiri	ng Guide was reviewed and re	ferred to durir	g the search proces	SS.	☐ Yes	
Setting the Stage for	Recruitment					
<ul> <li>Constituted div</li> </ul>	oyment Equity Advisor who pa erse search committee, includ	ling:			☐ Yes	□ No
<ul><li>Racia</li><li>Person</li><li>LGB0</li></ul>	enous persons alized persons ons with disabilities Q persons	☐ Yes ☐ Yes ☐ Yes ☐ Yes ☐ Yes ☐ Yes	□ No □ No □ No □ No □ No	<ul><li>□ UNKN</li><li>□ UNKN</li><li>□ UNKN</li><li>□ UNKN</li></ul>	OWN OWN OWN OWN	
<ul> <li>Committee mei</li> </ul>	B persons mbers completed required bia ewed institutional/unit climate		•	☐ UNKN	OWN  Yes  Yes	□ No
Preparing Job Descri	iption					
•	idate evaluation rubric aligned		•	,	☐ Yes ☐ Yes	
Job Posting and Sou	rcing					
<ul> <li>Deployed broad and targeted outreach strategy</li> <li>Requested brief EDID Statements</li> <li>Invited applicants to complete Applicant Diversity Survey</li> </ul>					☐ Yes☐ Yes☐ Yes	☐ No
Screening and Short	listing					
<ul> <li>Employed inclusive applicant screening and longlisting processes (where applicable)</li> <li>Monitored (intersectional) diversity of candidates in longlist and shortlist</li> </ul>					☐ Yes ☐ Yes	□ No
Interviewing and Pos	st Interview Checking					
<ul> <li>Prepared for and engaged accessible and inclusive interview process</li> <li>Used consistent reference letter and checking protocol for candidates</li> </ul>					☐ Yes ☐ Yes	□ No
Selection & Offer Ne	gotiation					
<ul> <li>Recommended finalists based on strategic priorities and inclusive excellence</li> <li>Designed a fair offer guided by the equitable offer negotiation resource</li> </ul>					☐ Yes	□ No

## Narrative Comments

If you answered "no" anywhere, briefly discuss any challenges encountered in applying any of the above-listed employment equity and inclusive excellence practices and the strategies attempted to overcome the challenges.					
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Please describe the measures used to ensure that applicants/candidates who required accommodation or who					
experienced career interruptions were not disadvantaged during the search process.					
Highlight each of the shortlisted candidate's strengths and shortcomings related to the job qualifications.  Please do not use candidate names.					
Dean's Approval:					
☐ The relevant Deans have reviewed the Search Summary Report and endorse the search outcome.					
Date Report Submitted to AVPEI					
(response will be provided within 5 business days)					