



# UC San Diego Policy & Procedure Manual

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## PERSONNEL – ACADEMIC

Section: 230-6 EXHIBIT A

Effective: 09/15/1997

Supersedes: 05/30/1991

Review Date: TBD

Issuance Date: 05/01/2020

Issuing Office: [Academic Personnel Services](#)

### EXHIBIT A

#### UCSD ACADEMIC AFFIRMATIVE ACTION RECRUITMENT PLAN SUMMARY FORM (PROPOSED TEXT OF ADVERTISEMENT ATTACHED)

AAAO Position Reference Number: \_\_\_\_\_

Organization Unit: \_\_\_\_\_ Funding Reference: \_\_\_\_\_

Position Title: \_\_\_\_\_ Closing Date: \_\_\_\_\_

Qualifications (Criteria to be used in Selection):

Advertisement to be Published IN:

Additional Recruitment Efforts:

Individual(s) Responsible for Overseeing Affirmative Action Aspects of Search:

Member(s) of Search Committee (Please indicate Chair):

Prepared by: \_\_\_\_\_ Extension: \_\_\_\_\_ Mail Code: \_\_\_\_\_

Type Name and Position (e.g. Chair of Organizational Unit Head: \_\_\_\_\_

Signature of Organizational Unit Head: \_\_\_\_\_ Date: \_\_\_\_\_

**University of California San Diego Policy – PPM 230 - 6 Exhibit A**  
**PPM 230 - 6 Academic Personnel Affirmative Action Program**

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**To be completed by Office of Academic Affirmative Action**

<p><b>AREAS OF DEPARTMENTAL UNDERUTILIZATION</b></p> <p>____ Females ____ Blacks ____ Hispanics ____ Asians ____ American Indians</p>	<p><b>INTERM REPORT</b> required for all tenured/tenure-track recruitments</p>
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APPROVED:

SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

ATTACHMENT:

**GENERAL CAMPUS:** Attach four (4) copies of proposed advertisement when submitting this form.

**SOM and SIO:** Attach five (5) copies of proposed advertisement when submitting this form.

**REVISION HISTORY**

May 1, 2020

This policy was reviewed for gender neutral language.