

selected, please provide non-selection reason(s).

	<u>Name</u>	<u>Reason for non-selection</u>
1.		
2.		
3.		
4.		
5.		
6.		

C. List candidates who declined an interview and/or withdrew during the search. Include reason, if available

D. Based on hiring negotiations include statement justifying the salary, and other items, offered to the selected candidate. **See [hiring negotiations checklist](#)**

E. If the nominee does not hold the appropriate terminal degree for the discipline, please attach an AA-21.

COMPLETE APPLICANT FILE SHOULD INCLUDE THESE ATTACHMENTS

Form PD-7 <input type="checkbox"/>	AA-02 <input type="checkbox"/>	AA-04 <input type="checkbox"/>	Vitae <input type="checkbox"/>	Original Transcript <input type="checkbox"/>	AA-38 (CBC Disclosure Form) <input type="checkbox"/>
AA-34 <input type="checkbox"/>	AA-33 (only needed if search waived) <input type="checkbox"/>			EPA Profile (only if search was conducted) <input type="checkbox"/>	

CONCURRENT EMPLOYMENT OF RELATED PERSONS & CONFLICT OF INTEREST

Attach written management plan, if needed.

By signing below we certify that University and UNC System policies related to Conflict of Interest (<http://legal.charlotte.edu/policies/up-102.2>) and the Concurrent Employment of Related Persons (<http://legal.charlotte.edu/policies/up-101.4>) have been thoroughly reviewed and reported by all parties at this pre-hire stage. If needed, an appropriate written management plan is in place. This plan will be updated and reported annually. The plan will be maintained in the hiring department and the Academic Affairs Division office. The management plan addresses on-going supervision of work and reporting responsibilities, financially-related expenses, wage or other compensation approvals, and performance reviews.

SIGNATURES

Consultation with Assembled Faculty Committee

Date of Consultation: _____ Differing Opinion, Statement Attached: Yes No

COMMITTEE CHAIR: _____
Signature
Typed name
Date

DEPARTMENT CHAIR: _____
Signature
Typed name
Date

DEAN: _____
Signature
Typed name
Date

Approved Approved with modifications Not Approved

Comments: _____