

	Name of Applicant	Met Minimum Requirement (Yes / No)	Met Preferred Requirement (Yes / No)	Exceeded Preferred Requirement (Yes / No)	Recommen. for Phone Interview (Yes / No)	Recomm. for Campus Interview (Yes / No)	Reason Interviewed (RI) or Reason Not Interviewed (RNI)
1	John Doe	No		No	NA	No	Candidate didn't have strong research and teaching skills
2	Jane Doe	Yes	Yes	No	NA	Yes	Candidate invited to campus to interview
3	Tom Doe	Yes	Yes	No	NA	Yes	Candidate emailed to decline interview and withdraw from consideration
4	Bill Doe	No		No	NA	No	No experience teaching graduate courses
5	Fred Doe	No		No	NA	No	No evidence of committee work/service and no experience teaching at graduate level
6	Susan Doe	No		No	NA	No	Inappropriate academic background,
7	Andy Doe	No		No	NA	No	Experience not sufficient for appointed at the Asso. Level
8	Randi Doe	No		No	NA	No	Candidate background inappropriate for position and research interest are beyond the scope of departmental resour
9	Lauryn Doe	Yes	Yes	No	NA	Yes	Candidate declined interview on basis work load
10	Traci Doe	Yes	Yes	No	NA	Yes	Candidate declined interview on basis of wage