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| **Process Step** | **Description** | **Approval Needed** |
| **Step 6: AA Report** | On the date of first review the Equity and Access Office will pull the AA report that shows the diversity for all applicants that have applied for the position. This report will be sent to the department chair, the dean and the administrative staff person associated with the search. | Review only. |

THE COMMITTEE DOESN’T HAVE TO DO ANYTHING.