



## **CONFIDENTIALITY AGREEMENT FOR TENURE REVIEW COMMITTEE MEMBERS**

### **Confidentiality Guidelines**

The Tenure Review Handbook states that evaluation and review of new faculty members is an extension of the hiring process. All committee members, faculty and administrators alike, **must** attend all mandatory meetings, observe strict confidentiality, and maintain a professional level of conduct as well as an open and objective view of the process.

**Every member of the Tenure Review Committee must recognize the importance of confidentiality to the integrity of the Tenure Review process and must agree to maintain confidentiality during and after having served on a Tenure Review committee.**

**Tenure Review Committee members agree to not divulge any confidential information which relates to the Tenure Review Candidate, including but not limited to: class visitations, evaluations, summary evaluation, documentation, or any other information regarding possible misconduct, misrepresentation, grievance or litigation.**

**Any breach of confidentiality could result in the immediate removal of the offending member from the committee. Failure to maintain confidentiality could constitute a violation of federal or state regulations that could incur liability on behalf of the District. There are limited circumstances under which disclosure of confidential information is authorized (i.e., to the Tenure Review Coordinator, a District-hired investigator, under subpoena, etc.). Any unauthorized disclosure of confidential information by a Tenure Review Committee member may result in suspension from serving on tenure review committees in the future.**

**All faculty are legally protected by the District while serving on a committee and adhering to the above-stated requirements.**

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**I understand that any willful breach of confidentiality or requirements may void said District protection. I have read and understand the above Confidentiality Agreement and will comply with the Guidelines as described above.**

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Signature

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Print Full Name

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Date signed

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Name of Tenure Review Candidate