

## Confidentiality Acknowledgement & Agreement for Search/Screening Committee Members and Department Support Staff Faculty Unit Positions

Department/Hiring Unit: \_\_\_\_\_

Discipline/Area: \_\_\_\_\_

The undersigned Search/Screening Committee members hereby acknowledge and agree to the following confidentiality provisions:

- I understand that the identity of applicants and all application materials are confidential personnel documents and are not to be shared outside of the Search/Screening Committee membership.
- I understand that all search/screening committee deliberations of individual candidates shall be construed as confidential and covenant with other committee members to respect the confidentiality of committee deliberations by refraining from commenting on any committee deliberations outside of the committee itself.
- I understand that to ensure the confidentiality of the search process, the Chair of the Search/Screening Committee is to be the only public voice for the committee and I agree to refrain from making any public comments on the search process.

Search/Screening Committee Members\*:

			Avoiding Unconscious Bias Training Current?	Tenured or Tenure- Track Faculty?
Chair Name	Chair Signature	Date	<input type="checkbox"/> Yes <input type="checkbox"/> Scheduled	<input type="checkbox"/> Yes
Member Name	Member Signature	Date	<input type="checkbox"/> Yes   Scheduled	<input type="checkbox"/> Yes
Member Name	Member Signature	Date	<input type="checkbox"/> Yes   Scheduled	<input type="checkbox"/> Yes
Member Name	Member Signature	Date	<input type="checkbox"/> Yes   Scheduled	<input type="checkbox"/> Yes
Member Name	Member Signature	Date	<input type="checkbox"/> Yes   Scheduled	<input type="checkbox"/> Yes

*\*Three tenured/tenure-track faculty members minimum. Search Committee membership must comply with Article 12.22 of the faculty collective bargaining agreement.*

The undersigned Department Support staff hereby acknowledges and agrees to the following confidentiality provisions:

- I understand that the identity of applicants and all application materials are confidential personnel documents and are not to be shared outside of the Search/Screening Committee membership.
- I understand that to ensure the confidentiality of the search process, the Chair of the Search/Screening Committee is to be the only public voice for the committee and I agree to refrain from making any public comments on the search process.

Department Support Staff:

Staff Name \_\_\_\_\_ Staff Signature \_\_\_\_\_ Date \_\_\_\_\_