

## The Tenure and Promotion Review Process: Confidentiality Acknowledgment

Confidentiality protects and ensures honest, thorough, and robust discussion of the merits of each candidate. It is understood that all faculty members and other parties involved in the tenure and promotion review process will keep candidate dossier and related personnel documentation as well as committee discussions and deliberations confidential. As a faculty member who is involved in the tenure and promotion review process, I understand the critical importance of maintaining confidentiality and acknowledge the following:

- The confidentiality of names, documents, written or oral statements, and the discussions and deliberations of review committees is critical. As such, I agree not to divulge to any unauthorized persons, publish, or make public any information obtained from observations, conversations, or documentation pertaining to the tenure and promotion review process, including, but not limited to, the substance of committee discussions, the contents of internal and external reviews, and any committee's vote or other reviewer's recommendation.
- I will exercise caution to protect against inadvertent and unauthorized disclosure of confidential personnel materials in my possession.
- I will ensure that any documents related to the tenure and promotion process, including printed and downloaded materials, are destroyed or deleted once the review is complete.
- I understand that confidentiality is one of the ethical underpinnings of the tenure and promotion process, and that any disclosure may be considered a violation of the NSHE Code, UNLV bylaws and/or policy, or professional ethics.

By checking this box, I acknowledge that I have read and understand the above.

Department or college whose committee you are serving on:

Name:

Signature:

Date: