



Sample Personnel Committee Confidentiality

As a member of the Personnel Committee in the Department of _____ at the University of Massachusetts Lowell, I understand that the ultimate success of our endeavor depends on the integrity of the review process.

Accordingly, information obtained regarding members of the faculty under review, including the status of decisions on renewal, promotion, and tenure, must remain confidential throughout the process and thereafter. Decisions and recommendations of the committee may be shared with the faculty member under review by the Personnel Committee Chair, acting in a formal capacity on behalf of the committee. No committee member, including the Chair, may divulge comments made during deliberations. No committee member may contact a member under review individually with respect to Personnel Committee deliberations without approval of the Personnel Committee Chairperson, and may then only discuss what has been approved and must do so without individual identifiers attached to any comments or suggestions.

All discussion that occurs in the Personnel Committee is confidential. No exceptions.

Acknowledgement

I agree to maintain the confidentiality of Personnel Committee deliberations as described above.

Name: _____

Signature: _____

Date: _____