

# Tenure Track, Renewable Contract Faculty, and Merit Review

## Code of Ethics

Tenure, promotion, and merit reviews provide a critically important opportunity for senior faculty and administrators to influence and shape the future of our College. These reviews represent the first steps we take to retain our most valuable scholars and to sustain our excellence in teaching and service. Promotion, tenure, and merit evaluations are also profoundly important to the professional and personal livelihood of the faculty candidate. There is much at stake. Accordingly, it is essential that all faculty members and administrators involved in the review process do everything in their power to maintain a trustworthy and professionally respectable result.

To this end, we ask that all members of the review committees and administrators observe the following guidelines:

A committee member or administrator must:

- Maintain an environment that respects the rights and dignity of all persons.
- Commit to strict confidentiality on all committee proceedings, which includes keeping all information, deliberations and conversations about candidates confidential (Recording deliberations and/or photocopying/digitizing documents are strictly prohibited).
- Ensure the safety of records/documents (e.g., ID numbers) and disposing of records/documents (after the review process is complete) in a manner that retains candidate confidentiality.
- Put aside all personal agendas, biases, or political positions.
- Represent the perspective of the department or College as a whole rather than the perspective of an individual or group stakeholder.
- Represent all information on the candidates accurately.
- Follow all guidelines as outlined by the UA Faculty Handbook.
- Affirm that only the Chair of the review committee speaks for the committee.

Adapted from UA Presidential Search Committee Materials, 2003

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Committee Member Signature

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Date