



STATEMENT OF CONFIDENTIALITY FOR SEARCH COMMITTEE MEMBERS

Search Committee for IRC#: _____

Texas Woman's University is committed to conducting searches in an impartial, ethical and respectful manner, and confidentiality is critical to the success and integrity of the search process. Committee members must feel free to express their ideas and thoughts about prospective candidates without concern that those ideas will be shared outside of committee meetings. Additionally, prospective candidates have the expectation that their candidacy is confidential until such time as the finalist pool is announced.

As a member of the Search Committee, I accept the responsibility of conducting myself in a professional manner as a representative of my unit and Texas Woman's University. In addition, as a member of the search committee, I shall:

1. Keep the deliberations of the Search Committee and any and all information, whether verbal or in the form of papers, books, files, documents, electronic communications, or in any other form or format, which comes into my possession or knowledge in my capacity as a Search Committee member and relates to the Search Committee, confidential.
2. Not disclose to anyone information learned in the course of deliberations related to this search. Additionally, I shall not disclose information about the candidates who have applied for the position to anyone outside of the search process. I shall not use confidential information for any personal gain or offer any information to any individuals or publications for any reason during or subsequent to my employment.

I understand that this Committee serves in an advisory capacity to the appointing entity who will make the final decision in offering a candidate(s) a position. Thus, this Search Committee's role is determined by the hiring supervisor, who has the ultimate authority to recommend the Finalist candidate through management channels.

I have read, understand, and agree to abide by the terms of this Agreement as a condition of my service as a Search Committee member.

Search Committee Member