CRC RESOLUTION: CORRECTION TO HANDBOOK 4.04 D. 1. B: CONFIDENTIALITY AND UNINTENDED TRANSPARENCY IN UNANIMOUS VOTING

Whereas, in order to provide transparency in collegial review actions to the maximum benefit of candidates, the Faculty Handbook stipulates that for reappoinment: “The candidate is informed in writing of the recommendation decisions and the vote count at each level of review within 5 working days following the vote at each level” (4.06 B. 3); and for tenure and promotion: “At each level of review candidates are informed in writing within 5 working days of recommendations and vote counts” (4.07 B.3) and;

Whereas, confidentiality of collegial review committee members is mandatory in all members of deliberation and voting (Faculty Handbook 4.09 D. 1. a & b) and;

Whereas, in the event of unanimous voting actions, the confidentiality of the vote of each collegial review committee member is unintentionally revealed, and;

Be it resolved that, the Collegial Review Council recommends that the following additions (**IN BOLD AND CAPITALIZED)** be made to the Faculty Handbook, 4.04 D. 1. b:

D.  Procedures Guiding Collegial Review

Collegial review is the responsibility of the faculty.  All procedures for faculty evaluation should reflect the university standards as stated in Section 4.04C.

1. The rule of confidentiality will guide the operations of all collegial review committees.

b.     Accepting appointment to departmental, college or university collegial review committees indicates agreement to confidentiality.  Confidentiality of the tenure, promotion and reappointment process is to be respected forever, not just during that particular year of review.  Members of collegial review committees participate with the understanding that all matters related to their deliberations remain confidential. **IN THE CASE OF UNANIMOUS VOTING DECISIONS, CONFIDENTIALITY CANNOT BE MAINTAINED FOR VOTING MEMBERS OF REVIEW COMMITTEES, ALTHOUGH ALL DELIBERATIONS MUST REMAIN CONFIDENTIAL.**