



Search Advisory Committee Declarations Statement

As members of this search committee, we accept our responsibility to protect the integrity of every prospect and candidate. Accordingly, each of us pledges to adhere to these principles:

1. I agree that only the Chairperson is authorized to speak to the media on behalf of the institution.
2. I certify that I am not personally a candidate nor am I considering becoming an applicant for this position. I understand that by signing below, I relinquish my right to apply for this position.
3. I agree that any appearance of real or potential conflict of interest in the relationship between me and a prospect or candidate should be avoided and that its occurrence will be disclosed promptly to the committee.
4. I pledge to keep as my primary focus the need of the institution to attract a new hire within a timetable that gives it a competitive advantage.
5. I will follow the principles below for the management of information about the work of the committee. This work includes what is developed and received about prospects, candidates, and their employing institutions. I understand this effort is necessary to attract excellent finalists, to avoid putting their current positions in jeopardy, and to maintain my institution's professional image. Specifically, I will adhere to the following code of responsibility, accuracy, and integrity:
 - I pledge to respect the absolute confidentiality of all prospects and candidates. I will not reveal the name of or any information about any prospects or candidates before or after the committee completes its work.
 - I will adhere to the highest standards of ethical and professional conduct.
 - I will be fair, accurate, honest, responsible, and decent in my management of information.
 - I will avoid practices that would conflict with my ability to be fair and unbiased.
 - I will develop my independent opinions prior to group discussions.
 - I will guard against inaccuracies, carelessness, bias, and distortion made through either emphasis or omission of information.
 - I will admit any misrepresentation of information and correct it promptly and prominently.
 - I will not permit personal interests to distort or misrepresent the facts.
 - I understand that no declarations statement can prejudice every situation.
 - I will use common sense and good judgment in applying ethical principles to search work.
 - I consider the content and intent of this statement to be a matter of personal responsibility.

Signature _____ *Date* _____

Print Name _____