COMMITTEE ON EDUCATIONAL POLICY
CONFIDENTIALITY STATEMENT

The confidentiality policy of the Committee on Educational Policy (CEP) has a dual goal. One is to maintain a degree of confidentiality that will allow for a full and frank discussion of the issues among members of the Committee. The second is to have the deliberations of the Committee as open as is compatible with the first aim and to make it feasible for Committee members to seek input from their colleagues and other members of the campus community. Members will recuse themselves from decision making when their department issues are brought before the committee and participate in deliberations at another level of review.

1) **Strict confidence** will be maintained about individual personnel aspects of any matter discussed at CEP meetings.

2) Individual statements made or positions taken during verbal or e-mail discussions will never be attributed outside of committee discussions to particular members, representatives, or guests, either by name or by affiliation.

3) CEP members, representatives, and guests may, as they deem appropriate, seek advice or input from members of the campus community about the issues (and possible solutions to them) before the Committee. This is not intended to authorize publication or widespread distribution of issues before the committee.

4) Members of the campus community presenting material to or coming before the Committee will be requested to inform the Committee when confidentiality is desired; in such cases the Minutes will note that a discussion took place, without specifying the content of that discussion.

5) Only the Committee Chair or the Chair’s designee may speak or write for the Committee as a whole.

6) CEP requests that all members, representatives, and guests adhere to the above guidelines.

cc:  Chancellor Blumenthal
     CPEVC Galloway
     Vice Chancellors
     Academic Deans
     Committee on Academic Personnel
     Committee on Planning and Budget
     Graduate Council
     Colleges
     Departments
     Student Union Assembly
     Graduate Student Association

Approved September 28, 2016 by 2016 - 17 Committee on Educational Policy.