

REQUIRED MISCONDUCT REVIEW FOR OFFERS WITH TENURE

IU is dedicated to supporting an environment in which all community members, faculty, staff, and students, can fully participate in the campus community. As a community we are committed to the highest standards of ethical conduct and integrity in all of the work we do. IU will uphold the AAU [Principles on Preventing Sexual Harassment in Academia](#) and create policies and practices that uphold the [IU's Principles of Ethical Conduct](#). This plan is dedicated to ensuring that we uphold the AAU Principle that in making hiring decisions, IU will request or require applicants to provide written consent to release personnel information from their prior employer(s) of substantiated findings of misconduct or ongoing investigation of misconduct.

PROCESS

1. All Job Postings in PeopleAdmin for qualifying positions (faculty positions with tenure) are required to include notice in the advertisement that finalists for the position seeking tenure will be asked to disclose pending investigations or previous findings of misconduct. The required text of that notice is shown below. If a faculty member is being considered for a tenure offer but not through a search (such as a dual career position (which does not require a search) then the candidate would be notified by the department early in that process that they will be asked to sign the [disclosure/authorization form](#). We also recommend that all candidates selected for a short-list for further review be reminded that they will be asked to sign this disclosure if they are a finalist for the position.
2. When a department has a finalist for the position and they come to a conditional informal agreement on the terms of the position, the department would ask them to fill out the [disclosure/authorization form](#) at that time. The form will route to VPFAA to be kept in our records.
3. Once the form is received, VPFAA will review the information and contact their current and previous institutions from the past 10 years and ask for information on pending investigations and misconduct.
4. Please note: A formal offer cannot be recommended to VPFAA until the Misconduct Waiver/Review form has been filled out by the candidate and the mini-dossier has been reviewed and received a positive vote at the school level.
5. Once the review is completed, if there are reports of concern, VPFAA will review with the relevant administrators for that position, and they will make a joint decision on whether to finalize the offer or not.

Required text to be included in all Job Postings and advertisements for faculty positions that might include tenure (e.g. associate or full professors, open rank, etc.):

“Before a conditional offer of employment with tenure is finalized, candidates will be asked to disclose any pending investigations or previous findings of sexual or professional misconduct. They will also be required to authorize an inquiry by Indiana University Bloomington with all current and former employers along these lines. The relevance of information disclosed or ascertained in the context of this process to a candidate’s eligibility for hire will be evaluated by Indiana University Bloomington on a case-by-case basis. Applicants should be aware, however, that Indiana University Bloomington takes the matters of sexual and professional misconduct very seriously.”

For questions regarding the review or process, please contact vpfaa@iu.edu

Helpful Links:

Disclosure and Authorization Form: <https://vpfaa.indiana.edu/forms/disclosure-and-authorization.html>