

# OFFICE OF THE PROVOST



## RISD Academic Program Review (APR) Code of Conduct

APR visiting committee members are expected to conduct program reviews based on professional and impartial judgement with the highest level of integrity, professionalism, and confidentiality.

In order to foster an objective and unprejudiced examination of departments under review, members are asked to declare any conflict of interest, which is defined as *any circumstance in which an individual's capacity to make an impartial or unbiased report may be affected due to a prior, current, or anticipated affiliation, association, or other significant relationship with the department under review.*

Possible examples would include having an affiliation with the department or program, such as employee, appointee, board member, consultant, or recent graduate (in the last five years). Other possibilities include having a close relative or partner affiliated with the department or program; being a former employee within the past five years; having been seriously considered as a candidate for a position within the past ten years; or anticipating an employment or consulting relationship resulting from the review for, at least, one year following the submission of the committee report.

Invited committee members are expected to decline when there is reasonable appearance of a conflict of interest. Any committee member in doubt about potential conflicts of interest should contact the Office of the Provost.