



Association of Institutions of Jewish Studies

CONFLICT OF INTEREST FORM

I hereby subscribe to the AIJS conflict of interest policy that follows:

The AIJS Conflict of Interest policy is designed to avoid actual conflicts, potential conflicts and even the appearance of conflicts of interest in the agency decisions. AIJS conflict of interest policies are relevant to officer of the agency, members of the Executive Accreditation Council including Public Members, Site Visit Team chairmen, Site Visit Team members, Members of an Appeals Panel, Members of the AIJS Administrative Staff, Agency representatives and Consultants.

AIJS will not assign any individual as Chairman of a site visit, site team member, reviewer or Appeals Panel Member if the individual is an alumnus of the institution, employee of the institution, a candidate for employment within the recent year, or has been employed by the institution within the past five years, belongs to the governing body of that institution or has belonged to the governing body in the past five years, has a personal, consulting or business relationship with the institution under review that could affect his or her objectivity, or has had a personal, consulting or business relationship with the institution under review, has a material interest in a positive accreditation outcome, has a close relative** who is an employee of the institution, board member, current candidate for employment, a student at the institution or is an alumnus of the institution.

AIJS Staff liaisons will not be assigned to any institutions where they have ever been enrolled as a student, been employed or actively been a part of or are presently being considered for employment.

AIJS employees, EAC members, Site Visit Chairmen, Site Visitors, Members of an Appeals Panel, Agency representatives and Consultants to AIJS may not accept awards, honors or honorary degrees from an institution during the period of their employment/service at AIJS. AIJS employees and agency representatives may not serve as consultants to member or applicant institutions. AIJS employees and agency representatives may not serve as a participating “voting” member of an assessment visit team; AIJS staff may accompany such teams and review such documents. At visits following actions of warning, probation, or show cause an AIJS staff member may not serve as the sole evaluator. EAC members may not serve as participating members of a site team.

**A close relative includes a spouse, parents, guardian, siblings, or children of the individual or their spouse.

Further, the names and affiliations of prospective site visit teams will be conveyed to an applicant institution in advance of the visit, in order to allow the applicant the opportunity to identify any conflict of interest, actual or perceived.

EAC members, Site Visit Chairmen, Site Visitors, Members of an Appeals Panel, AIJS staff, Agency Representatives and Consultants must sign an affidavit indicating that they are aware of the agency’s conflict of interest policies and will act accordingly.

The Chairman of the EAC, at his or her discretion, may disqualify a member of the EAC from participating in the accreditation decision for perceived conflict of interest.

Signature: _____

Print Name: _____

Date: _____