



## COMMISSION ON INSTITUTIONS OF HIGHER EDUCATION

NEW ENGLAND ASSOCIATION OF SCHOOLS AND COLLEGES

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### Expectations of Peer Evaluators

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The Commission on Institutions of Higher Education (CIHE) seeks to ensure its member institutions and members of the public that its decisions are based solely on the application of professional and impartial judgment. As defined in the Commission's *Policy on Conflict of Interest*, individuals invited to participate in the evaluative process are asked to decline serving in the review of an institution when they have, or when it might reasonably appear that they have, a conflict of interest. Peer Evaluators, as representatives of the Commission, are expected to carry out their responsibilities with the highest level of integrity and professionalism in accordance with the guidelines below.

When representing the Commission in an accreditation evaluation, Peer Evaluators are expected to:

1. Conduct themselves with integrity and professionalism and abide by all applicable Commission policies.
2. Fulfill all responsibilities related to the review by preparing in advance, reviewing Commission policies and procedures, participating in training, responding to requests in a timely manner, meeting established deadlines, and taking part in all evaluation activities.
3. Regard all institutional representatives, fellow peer evaluators, and Commission staff with courtesy and respect.
4. Avoid representing individual interests that conflict or compete with a fair and objective review of an institution.
5. Other than meals and lodging provided during the campus visit, decline all gifts, incentives, compensation, or anything of value from any institution under review unless nominal in nature (less than \$10 fair market value per person).
6. Submit for reimbursement an accurate reporting of all professional expenses incurred during an evaluation within two weeks following the review. Personal expenses and alcohol are not reimbursable.
7. Protect and keep confidential information received through the institutional review process.
8. Refrain from using the review process for personal gain, including the establishment of an employment or consulting relationship, for at least one year following the Commission's final action on the institution.

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