



APPENDIX A

Academic Faculty and Professional Staff Teaching Core and Non-core Courses Curriculum Vitae Sharing Consent Form

Loyalist College is committed to protecting the personal information of all of its employees and students and collects, uses and discloses such information in alignment with the *Freedom of Information and Protection of Privacy Act (FIPPA)*.

As per Appendix 9.8 and Appendix 9.9 of the Postsecondary Education Quality Assessment Board (PEQAB) Manual for Ontario Colleges, Loyalist College must be able to submit the Curricula Vitae (CV) of faculty and professional staff teaching core and non-core/degree breadth curriculum courses for Ontario College Degree programs to PEQAB.

Consequently, Loyalist College requires your consent to release your CV to PEQAB, which must include the following:

- name;
- earned degrees (specify discipline area and label degrees in progress for fewer than 7 years “in progress”);
- scholarly and professional activities;
- employment history;
- research funding; and
- publications.

The personal information collected by Loyalist College is under the legal authority of the *Ontario Colleges of Applied Arts and Technology Act, 2002* and in accordance with Sections 38(2) and 41(1) of FIPPA. The information provided will not be used for any purposes other than to comply with PEQAB requirements. Your CV will be stored securely by the Human Resources Department and only shared in the above noted instances.

Should you have any questions regarding the disclosure of your information to PEQAB, Loyalist College’s FIPPA obligations, please feel free to contact the Freedom of Information and Privacy Coordinator at fippa@loyalistcollege.com or at 613-969-1913, ext. 2649.

I, _____, authorize LOYALIST COLLEGE or any of its officers, employees, or agents to disclose my Curricula Vitae (CV) to the Postsecondary Education Quality Assessment Board (PEQAB) as necessary for compliance under Appendix 9.8 and 9.9.

It is expressly understood that any information given is to be used for the purpose of complying with PEQAB requirements.

Signature

Date