

Standing Committee Annual Report

Name of Committee or Council:

Conflict of Interest

Chair:

Pam Gray

Meeting Dates in Current Year:

In-Person Meeting 10-17-2022
Other items were handled via email

Committee Members:

Name	Area	Department	Service Term
Bing Xiao	Faculty, CoE	Teaching and Learning	2022-2025
McLean Fahnestock	Faculty, CoAL	Art and Design	2020-2023
Andrew Hendrickson	Faculty, CoBHS	HHP	2021-2024
Jennifer Harris	Faculty, Library	Library	2022-2025
Ellen Smyth	Faculty, CoSTEM	Mathematics & Statistics	2021-2024
Donna Short	Faculty, CoE	Teaching and Learning	2021-2024
Pam Gray, Chair	Faculty, Graduate	Communication	2020-2023
Mary Catherine Denmark	Staff, Academic Affairs	Learning Resource Center	2022-2025
Corey Harkey	Associate General Counsel	Office of Legal Affairs	<i>ex officio*</i>
Blayne Clements	Chief Audit Officer	Internal Audit	<i>ex officio*</i>

Major Actions or Accomplishments:

1. During the 2022-2023 academic year, the Conflict of Interest Committee discussed and voted on one disclosure. The disclosure concerned a faculty member having their child as a student in one of their courses.

- The disclosure was shared with the committee members via e-mail, along with the Conflict of Interest Policy (1:001) and any other relevant policies.
- Committee members were asked to review the disclosure.
- The Committee meet in person/Zoom on Oct. 17, 2023 to discuss the disclosure.
- The Committee members asked for clarification on the timeline and specific aspects of the disclosure.
- Additional materials were provide to the Committee via email and they were asked to vote of the disclosure via a Qualtrics survey.
- The Committee voted 5-1 (two members did not vote & two members had non-voting status) to approve the disclosure.
- The committee chair e-mailed the recommendation to the faculty member who made the disclosure and President Licari for the final decision.

2. During the fall semester, the President of the Faculty Senate contacted the COI Committee and requested a review and recommendations on a Senate Policy clarifying the procedures when a faculty is teaching a family member.

- The committee received copies of the draft language for the policy, which they were to review.
- Recommendations were sent via email to the Committee chair.
- The recommendations of the Committee were sent to the Senate President and were incorporated into the policy.

3. During the spring semester, the Vice President of Finance and Administration requested input from the Committee concerning a revision of the University's Travel Policy. This update dealt with a potential conflict of interest issue.

- The Committee received the policy and were asked to review the language as well as to provide input concerning situations pertaining to this policy via email.
- The chair sent all recommendations, questions, and concerns to the VP.