

UNIVERSITY COMMITTEE ANNUAL REPORT TO THE SHARED GOVERNANCE COUNCIL

Committee on the Conflict of Interest in Employment

Report Year: 2018-2019 FY (July 1, 2018 – June 30, 2019)

Committee Chair(s)	<i>Kevin Kregel, Faculty Co-Chair Jan Waterhouse, Staff Co-Chair (effective 6/24/2019)</i>
Committee Members	<i>Warren Darling, Health and Human Physiology, Term Expires 5/2021 Miriam Landsman, Social Work, Term Expires 5/2020 Wendy Loney, Research, Term expired 5/2019 Gayle Robertson, College of Public Health, Term Expires 5/2020 Aaron Stump, Computer Science, Term Expires 5/2020 Janette Taylor, Nursing & CLAS-Gender Women & Sexuality, Term Expired 5/2019 Kevin Zihlman, Athletics, Term Expires 5/2021</i>
Committee Charge	<i>The committee's main activity is receiving and responding to inquiries and notifications regarding possible conflicts of interest in employment. When in the best interests of the university, work with college/division administrators to develop and monitor the effectiveness of management plans.</i>
Current Year Meeting Dates	<i>All work is conducted electronically with the exception of an annual fall in-person meeting and face-to-face orientation for new members. Annual meeting date: November 19, 2018, 3-4PM, 121P USB</i>
Please indicate the typical frequency of meetings (e.g., first Tuesday of month at 4 pm). If there are subcommittees, please indicate the frequency of those meetings, too.	<i>Interact on case-by-case basis through email. There is one annual meeting, typically held in the fall.</i>
Current Year Activities	<i>This year the committee:</i> <ul style="list-style-type: none"> <i>Received and approved 17 new submissions</i> <i>Determined, by the Co-Chairs, that all of these new submissions were simple plans and therefore did not require full committee approval</i> <i>Collected, reviewed, and followed-up on all additional 45 annual reports for existing management plans</i> <i>Followed-up on all HR transactions (appointments, transfers, special compensation) and Office of Equal Opportunity notifications that indicated a potential conflict of interest</i> <i>Followed up regularly on all submitted grant and contract applications that are funded and indicated a potential conflict of interest</i> <i>Maintained committee database on past and current cases</i>
Topics your committee anticipates addressing during the coming year	<i>Evaluation of new conflict of interest submissions and continued monitoring of existing management plans.</i>
Other issues of concern	<i>None</i>

What should we tell applicants for this committee regarding expectations of members (anticipated workload, existence of subcommittees, etc.)?	<i>The work of the committee is confidential. Effort is sporadic and conducted primarily via email. One in-person meeting held annually.</i>
<i>Recommendations, if any, to the shared governance groups.</i>	<i>None</i>