

UNIVERSITY COMMITTEE ANNUAL REPORT TO THE SHARED GOVERNANCE COUNCIL

Committee: Committee on the Conflict of Interest in Employment

Report Year: 2017-2018

Committee Chair(s)	Kevin Ward, Staff Chair Kevin Kregel, Faculty Chair		
Committee Members	<i>Janette Taylor</i>	<i>Nursing & CLAS-Gender Women & Sexuality</i>	<i>Term Expires 5/2019</i>
	<i>Warren Darling</i>	<i>Health and Human Physiology</i>	<i>Term Expires 5/2018</i>
	<i>Aaron Stump</i>	<i>Computer Science</i>	<i>Term Expires: 5/2020</i>
	<i>Miriam Landsman</i>	<i>Social Work</i>	<i>Term Expires: 5/2020</i>
	<i>Gayle Robertson</i>	<i>College of Public Health</i>	<i>Term Expires: 5/2020</i>
	<i>Brenda Zobeck</i>	<i>UI Pharmaceuticals</i>	<i>Term Expires: 5/2018</i>
	<i>Wendy Loney</i>	<i>Research</i>	<i>Term Expires 5/2019</i>
Committee Charge	<i>The committee's main activity is receiving and responding to inquiries and notifications regarding possible conflicts of interest in employment and, when appropriate, working with college/division administrators to develop management plans for conflicts.</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.</i> <i>Annual meeting date: November 20, 2017 @ 4:00 PM</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, as needed.</i> <i>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 21 new inquiries, notifications, or 3rd party complaints</i> <i>determined that 4 of these did not constitute a conflict of interest in employment requiring a management plan (e.g., because it was below the financial threshold, there was no supervisory relationship, clerical error on Department or Sponsored Programs form)</i> <i>evaluated 17 new or revised management plans; 2 plans are outstanding</i> <i>In addition, the committee:</i> <i>sent out the annual policy notification to all faculty, staff and Deans, Directors and Departmental Executive Officers</i> <i>collected and reviewed follow up reports for existing management plans</i> <i>followed up monthly on all HR transactions (appointments, transfers, special compensation) and Office of Equal Opportunity notifications that indicated a 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>The process used by employing units to evaluate the effectiveness of the plan; methods of seeking out information rather than waiting for someone to complain.</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.</i> <i>Activity is sporadic throughout the year.</i> <i>Primary obligation to review proposed plans within a reasonable period of time.</i> <i>Attending the annual meeting.</i>
<i>Recommendations, if any, to the shared governance groups.</i>	<i>None</i>