

Committee on the Conflict of Interest in Employment

Year: FY21-22 (July 1, 2021 – June 30, 2022)

Committee Chair(s)	<ul style="list-style-type: none"> Lois Geist, Faculty Co-Chair Jan Waterhouse, Staff Co-Chair
Committee Members	<ul style="list-style-type: none"> Warren Darling, Professor, Health and Human Physiology, College of Liberal Arts & Sciences, Term 2018-2023 Jun Xu, Clinical Assistant, Surgery, Carver College of Medicine, Term 2019-2025 Sohit Kanotra, Clinical Assistant, Otolaryngology, Carver College of Medicine, Term 2020-2023 John Prineas, Professor, Physics & Astronomy, College of Liberal Arts & Sciences, Term 2020-2023 Erin Turnis, Assistant HR Director, State Hygienic Lab, Term 2021-2024 Wendy Askling, Assistant Director, Budgetary Operations, Tippie College of Business, Term 2019-2022 Steven M. Paulsen, Occupational Safety Manager, Environ. Health & Safety, Office of the Vice President for Research, Term 2020-2023
Committee Charge	The committee's main activity is receiving and responding to notifications and inquiries regarding possible conflicts of interest in employment. When in the best interests of the University, the committee works with college/division administrators to develop and monitor the effectiveness of management plans.
Current Year Meeting Dates	Jan Waterhouse met with the single new committee member to provide orientation on July 1, 2021.
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.	All work is conducted digitally, with the exception of one annual meeting. Given that there was only one new committee member this year, the committee did not hold its regular annual meeting in the Fall of 2021 but will resume holding an annual meeting in the Fall of 2022.
Current Year Activities	<ul style="list-style-type: none"> Received and approved 7 new management plans, (5 simple submissions and 2 complex submissions) to date. Conducted annual reviews on 38 ongoing management plans to date.

	<ul style="list-style-type: none"> • Followed-up on all HR transactions (appointments, transfers, special compensation) and Office of Equal Opportunity notifications that indicated a potential conflict of interest. • Followed-up on all submitted funded grant and contract applications which indicated potential conflicts of interest. • Maintained committee database on past and current cases.
Topics your committee anticipates addressing during the coming year	Evaluation of new conflict of interest in employment submissions and continued monitoring of existing management plans.
Other issues of concern	None
What should we tell applicants for this committee regarding expectations of members (anticipated workload, existence of subcommittees, etc.)?	<ul style="list-style-type: none"> • The work of the committee is confidential. • Effort is based on incoming submissions, which are sporadic. • One meeting annually, with all other work conducted via email.
<i>Recommendations, if any, to the shared governance groups.</i>	None