

# UNIVERSITY COMMITTEE ANNUAL REPORT TO THE SHARED GOVERNANCE COUNCIL

## Committee on the Conflict of Interest in Employment

**Report Year: AY2022-2023**

<b>Committee Chair(s)</b>	<ul style="list-style-type: none"> <li>Lois Geist, Faculty Co-Chair</li> <li>Jan Waterhouse, Staff Co-Chair</li> </ul>
<b>Committee Members</b>	<ul style="list-style-type: none"> <li>Warren Darling, Professor, Health and Human Physiology, College of Liberal Arts &amp; Sciences, Term 2018-2023</li> <li>Jun Xu, Clinical Assistant Professor, Surgery, Carver College of Medicine, Term 2019-2025</li> <li>Meenakshi Sambharia, Clinical Assistant Professor, Internal Medicine, Carver College of Medicine, Term 2022-2026</li> <li>John Prineas, Professor, Physics &amp; Astronomy, College of Liberal Arts &amp; Sciences, Term 2020-2023</li> <li>Erin Turnis, Assistant HR Director, State Hygienic Lab, Term 2021-2024</li> <li>Wendy Askling, Assistant Director, Budgetary Operations, Tippie College of Business, Term 2020-2025</li> <li>Steven M. Paulsen, Occupational Safety Manager, Environ. Health &amp; Safety, Office of the Vice President for Research, Term 2020-2023</li> </ul>
<b>Committee Charge</b>	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.
<b>Current Year Meeting Dates</b>	The committee held their annual meeting on September 14, 2022. In addition, Jan Waterhouse met individually with the new committee member, Meenakshi Sambharia, on September 2, 2022.
<b>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.</b>	All work is conducted digitally, with the exception of one annual meeting.
<b>Current Year Activities</b>	<ul style="list-style-type: none"> <li>Received and approved <b>17 new management plans</b>, (15 simple submissions and 2 complex submissions) to date.</li> </ul>

	<ul style="list-style-type: none"> <li>• Conducted annual reviews on <b>36</b> ongoing management plans to date.</li> <li>• Followed-up on all HR transactions (appointments, transfers, special compensation) and Office of Institutional Equity notifications that indicated a potential conflict of interest.</li> <li>• Followed-up on all submitted funded grant and contract applications which indicated potential conflicts of interest.</li> <li>• Followed-up on all self-disclosed potential conflicts through the annual certification process.</li> <li>• Additional oversight of all Healthcare conflict of interest in employment management plans moved under the Committee.</li> <li>• Maintained committee database on past and current cases.</li> </ul>
<b>Topics your committee will address during the coming year</b>	Evaluation of new conflict of interest in employment submissions and continued monitoring of existing management plans.
<b>Other issues of concern</b>	None
<b>What should we tell applicants for this committee regarding expectations of members (anticipated workload, existence of subcommittees, etc.)?</b>	<ul style="list-style-type: none"> <li>• The work of the committee is confidential.</li> <li>• Effort is based on incoming submissions, which are sporadic.</li> <li>• One meeting annually, with all other work conducted via email.</li> </ul>
<b><i>Recommendations, if any, to the shared governance groups.</i></b>	None