

Conflict of Interest Guidelines

Faculty and administration should be alert to and avoid conflicts of interest that interfere with the exercise of professional discretion and impartial judgment. Faculty and administration should identify circumstances that suggest a potential conflict of interest and take reasonable steps to resolve the issue in a manner that protects the respective interests of each party involved. In some cases, protecting faculty or administration's interests may require termination of specific assigned responsibilities. Faculty and administrators who anticipate a conflict of interest when having to perform in potentially conflicting roles should clarify their roles with the parties involved and take appropriate action to minimize any conflict of interest.

Any faculty member who perceives a possible conflict of interest may present his or her concerns in writing to the FAC. The FAC will review the matter and offer a ruling on whether there is, in fact, a conflict of interest. FAC will submit this ruling to SEC and to the individuals involved in the matter. The FAC will expect the involved parties to provide a written response to the ruling, describing what, if any, action was taken to address the stated concerns.

Responsibility of Review of Potential Conflict of Interest:

In the event of possible concurrent faculty/administrative responsibilities, the relevant administrator and faculty member are expected to review the roles and responsibilities of concurrent assignments and identify areas of potential conflicts of interest. Both are expected to take the necessary steps to minimize or eliminate conflict of interest.

Approved by the Faculty Affairs Committee on 3/29/06.