

Potential conflict of interest arises when a college employee has the opportunity to influence college business, academic, or other decisions in such a way that leads to personal gain. Conflict of interest also exists when a person benefits financially from his / her employment at the college beyond compensation and benefits provided by the college. A conflict of interest exists when outside activities result in an amount of time or compensation large enough to suggest interference with primary obligations and duties at the college, or possible bias in the employee's judgment.

(A) College employees must avoid any conflict or appearance of a conflict of interest or conflict of commitment. Disclosures of conflicts of interest should be made in writing to the head of the division or department in which the employee is employed. If there is any doubt, the director of human resources can be consulted for a determination.

(B) The following activities require prior approval or disclosure under this policy:

- (1) Direct or indirect leasing, renting, trading, or selling real or personal property to the college .
- (2) Possession of substantial interest or participation in the profits of any organization that deals with or seeks to deal with the college.
- (3) Appointments as officer, director or serving in any management capacity in an external commercial, industrial, business or financial organization of profit - making enterprise which deals or seeks to deal with the college .
- (4) Assuming executive or managerial positions with outside organizations that might seriously divert attention from college duties, or create other conflicts of loyalty .
- (5) Potential for diverting college assets from the primary mission of the college including the time and talents of its faculty and staff .

(C) Permissible activities - The following activities do not require prior approval or disclosure under this policy.

- (1) Acceptance of royalties for patents established without college assistance or resources (see appendix I "v'j ku'twɔ"for conflict resolution process relating v'r cvɔpɔ"and royalties) .
- (2) Services to external educational, professional, cultural, civic, or other organizations which enhance the value of the individual to the college which do not adversely affect their primary commitment to the college.
- (3) Consulting activities that can be shown not to interfere or compete with college responsibilities or college business .

Effective: 03/21/2015

CERTIFIED ELECTRONICALLY

Certification

03/12/2015

Date

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