



# NEVADA SYSTEM OF HIGHER EDUCATION

University of  
Nevada, Las  
Vegas



University of  
Nevada, Reno



Nevada State  
College



College of  
Southern Nevada



Great Basin  
College



Truckee Meadows  
Community  
College



Western Nevada  
College



Desert Research  
Institute

## **NSHE Scholarly and Professional Outside Compensated Services Report**

**June 2010**

Prepared by the Office of Academic and Student Affairs



# NEVADA SYSTEM OF HIGHER EDUCATION

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## NSHE Scholarly and Professional Outside Compensated Services Report

Board of Regents' policy requires an annual report from each NSHE institution on the number of full-time faculty who engage in scholarly and professional outside compensated services. Title 4, Chapter 3, Section 8 acknowledges the value of such service by faculty within their subject matter field, but with certain time and ethical limits. Faculty also must provide advance notification in writing to the institution about such work and be given approval. Through this process potential conflicts of interest are identified and resolved or the request to perform such service is denied. Included in this report is a description of the outside service and an identification of any potential conflicts of interest found in that activity and an account of how that potential conflict of interest was resolved. After review, only two conflicts of interest were identified. Those two were at UNR. See the bottom of page 5 for the description of the resolution of those two actual conflicts of interest.

As can be seen from these reports, the number and percentage of full-time faculty at each institution who engage in outside work varies widely by institution, from none of the faculty at CSN to 25 percent of the faculty at UNLV. The faculties most likely to engage in compensated outside work are in the professional schools, especially health sciences and engineering, arts, business, and the sciences. This appears to support the assumption that many of these compensated services benefit the community and the state in practical ways.

The following is a summary of faculty reports on both scholarly and professional outside compensated services (SPOCS) and on conflicts of interest (COI) that were reviewed by institution.

	UNLV	UNR	DRI	NSC	CSN	GBC	TMCC	WNC	SA	TOTAL
Faculty SPOCS Requests	463	202	13	10	0	12	50	11	6	767
% of Faculty	25%	14%	7%	23%	0	9%	17%	9%	4%	18%
COI Reviews	1,873	1,302	0	0	0	0	0	11	0	3,186

Below is a summary of scholarly and professional outside compensated services by funding source/entity for which the work was completed. Also identified is whether the nature of the work was research. The total may not equal the total number of SPOCS since some areas are overlapping.

	UNLV	UNR	DRI	NSC	CSN	GBC	TMCC	WNC	SA	TOTAL
Business	289	104	6	8	0	11	27	6	3	454
Academic Institution	51	37	3	2	0	1	8	2	2	106
Government	24	37	6	0	0	0	6	0	0	73
Other	98	24	1	0	0	0	9	3	1	136
Research Related	2	0	14	0	0	0	14	1	1	32

Most of the outside work performed by faculty was with businesses. This is encouraging since it is likely that NSHE professionals are assisting Nevada businesses in important and critical aspects of business operations that require faculty expertise. Likewise, the work performed with local, state, or federal governments were likely to be contributions by our faculty that produce positive results for our community.

(See complete Board policy – pages 16-20)

## NSHE Scholarly and Professional Outside Compensated Services Report

Institution: <b>University of Nevada, Las Vegas</b>
Reporting Period: <b>January 1 - December 31, 2009</b>

**Instructions:**

1. Report aggregated *number (headcount)* of faculty and professional staff (hereafter called faculty/prostaff) who request to perform scholarly and professional outside compensated services (SPOCS) (columns 1-3).
2. Report aggregated number of Conflict of Interest (COI) reports (columns 4-6).

	1	2	3	4	5	6
Administrative Unit	# of Faculty/ Prostaff requesting SPOCS	Total # of Faculty/ Prostaff	% of Faculty/ Prostaff requesting SPOCS	# COI Reports Submitted	# COI Reports Reviewed at a level higher than the employee's supervisor	# Actual COI*
Academic Success Center	5	16	31%	16	16	
Advancement	9	54	16%	54	54	
Allied Health Sciences, School of	18	31	58%	31	31	
Athletics	15	116	13%	116	116	
Business, College of	27	109	25%	109	109	
Community Health, School of	8	23	35%	23	23	
Dental Medicine, School of	25	65	38%	65	65	
Education, College of	35	132	27%	132	132	
Educational Outreach	6	32	19%	32	32	
Engineering, College of	16	100	16%	100	100	
Finance & Business	7	95	7%	95	95	
Fine Arts, College of	45	111	41%	110	110	
General Counsel	1	5	2%	5	5	
Honors	0	1	0%	1	1	
Hotel Administration, College of	30	76	39%	76	76	
Information Technology, Office of	10	65	15%	65	65	
Law, Boyd School of	24	63	38%	63	63	
Liberal Arts, College of	70	173	40%	173	173	
Libraries	8	56	14%	56	56	
Nursing	20	47	43%	47	47	
President	0	3	0%	3	3	
Provost	4	25	16%	25	25	
Research & Grad Studies	7	75	9%	75	75	
Sciences, College of	18	101	18%	101	101	
Student Affairs, Division of	26	211	12%	211	211	
Urban Affairs	29	89	33%	89	89	
<b>Total</b>	<b>463</b>	<b>1874</b>	<b>24.66%</b>	<b>1873</b>	<b>1873</b>	

\* On a separate narrative, please describe in general the Conflicts of Interest (column 6) that were identified and how they were resolved.

**Instructions:**

1. Report aggregated *number of requests* to perform compensated outside professional services (COPS) including funding sources and those that are research related.

	1	Funding Sources (Must total column 1)					
Administrative Unit	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other	# SPOCS Requests that are Research Related
Academic Success Center	5		4	1			
Advancement	9		7		1	1	
Allied Health Sciences, School of	18		12	4	1	1	
Athletics	15		12			3	
Business, College of	27		25	2			

### NSHE Scholarly and Professional Outside Compensated Services Report

Community Health, School of	8		2	2		4	
Dental Medicine, School of	25		15	2		8	
Education, College of	35		16	8	4	7	
Educational Outreach	6		1	3		2	
Engineering, College of	16		14			2	
Finance & Business	7		4		1	2	
Fine Arts, College of	45		9			36	
General Counsel	1				1		
Honors	0						
Hotel Administration, College of	30		22	3		5	
Information Technology, Office of	10		4	2		4	
Law, Boyd School of	24		16	4	2	2	
Liberal Arts, College of	70		49	5	5	10	
Libraries	8		5	2		1	
Nursing	20		16	2	2		
President	0						
Provost	4		1	3			
Research & Grad Studies	7		5		1	1	
Sciences, College of	18		11		6	1	
Student Affairs, Division of	26		13	7		6	2
Urban Affairs	29		26	1		2	
<b>TOTAL</b>	<b>463</b>	<b>0</b>	<b>289</b>	<b>51</b>	<b>24</b>	<b>98</b>	<b>2</b>

Definitions:

Conflict of Interest (COI): Conflict of Interest means any outside activity or interest that may adversely affect, compromise or be incompatible with the obligations of an employee to the institution.

Scholarly or Professional Outside Compensated Services (SPOCS): Any outside scholarly or professional service by an faculty or professional staff member within his/her subject matter field and for which he/she is compensated by an outside entity, e.g., consulting.

Research Related: The SPOCS request is research related if it is considered to be part of, or related to, the instructional faculty or professional staff member's research obligation to the institution.

Administrative Unit - Universities: College or Vice President Office

Administrative Unit - DRI: Division

Administrative Unit - Colleges: Vice President's Office reporting more than two SPOCS.

## The University of Nevada, Reno's Scholarly and Professional Outside Compensated Services Report to NSHE for Calendar Year 2009

The attached report reflects the data collected from the University of Nevada, Reno's annual disclosures of COI and COPS activities for faculty. The data reported are for full-time faculty, both A and B contract. Each section is briefly discussed below and clarification given as necessary.

1. *Number of Faculty Requesting SPOCS:* There is no requirement in either the UNR Consulting or Conflict of Interest policies that require faculty to *request* SPOCS/COPS. The numbers reported are therefore the number of faculty *reporting* COPS activities. Additionally, these numbers are for the total number of faculty report any level of SPOCS/COPS activity, including those receiving less than the \$10,000 threshold.
  - a. *Funding Sources:* The column labeled *Not Approved* contains no numeric data because there is neither requirement nor process for approval of SPOCS/COPS activity in UNR policy.
  - b. *Number of SPOCS Requests that are Research Related:* This column contains no numeric data because UNR does not track that information. There is neither requirement nor process for *requesting* SPOCS/COPS in UNR's consulting or conflict of interest policies. However, the next revision of the COI form will include a question about the research-related nature of the SPOCS/COPS activity.
2. *Total Number of Faculty:* these numbers are the total number of *full-time* faculty, by administrative unit.
3. *Percent of Faculty Requesting SPOCS:* There is no requirement in either the UNR Consulting or Conflict of Interest policies that require faculty to *request* SPOCS/COPS. The percentage reported is therefore the percentage of faculty *reporting* COPS activities.
4. *Number of COI Reports Submitted:* These numbers are the number of completed COI reports submitted by full-time UNR faculty as of February 16, 2010. The data collection process began in Mid-January and was closed on February 16<sup>th</sup> for the purposes of this report. The data collection system will remain open until all required forms are submitted.
5. *Number of COI Forms Reviewed at a Level Higher than the Employee's Supervisor:* These numbers are the same as the number of COI reports submitted because each form is reviewed by the Designated Official and triaged for presentation to the COI Committee. The process of review is an ongoing one that continues throughout the year.
6. *Number of Actual COIs:* Since the process of review involves looking at the forms after they are submitted, and the UNR COI Committee is finalizing the review of CY 2008, the numbers reported are for those few conflicts that were formally reviewed and processed by the COI Committee for CY 2008 only. The CY 2009 review will begin in March 2010. One conflict involves a faculty member and his interest in a local company, which has a pending contract to UNR for basic research. A management plan is being written to allow the contract to move forward. A second conflict involved research on human subjects and the proposing faculty member's financial relationship with a local company. The Committee determined that the conflict could not be managed so the proposal was not allowed to move forward.

**NSHE Scholarly and Professional Outside Compensated Services Report**

Institution: UNR
Reporting Period: 1/1/09 - 12/31/09

**Instructions:**

1. Report aggregated *number (headcount)* of faculty and professional staff (hereafter called faculty/prostaff) who request to perform scholarly and professional outside compensated services (SPOCS) (columns 1-3).
2. Report aggregated number of Conflict of Interest (COI) reports (columns 4-6).

	1	2	3	4	5	6
Administrative Unit	# of Faculty requesting SPOCS	Total # of Faculty	% of Faculty requesting SPOCS	# COI Reports Submitted	# COI Reports Reviewed at a level higher than the employee's supervisor	# Actual COI* 2008 Only
ADMINISTRATION & FINANCE, VP	0	7	0%	7		7
AG, BIOTECH & NATRL RESOURCES	19	83	23%	78		78
ASST VP FOR HUMAN RESOURCES	0	6	0%	6		6
BUSINESS & FINANCE	0	15	0%	15		15
BUSINESS, COLLEGE OF	18	77	23%	57		57
COOPERATIVE EXTENSION	2	61	3%	48		48
DEV & ALUMNI RELATIONS	2	41	5%	36		36
EDUCATION, COLLEGE OF	17	60	28%	57		57
ENGINEERING, COLLEGE OF	16	76	21%	68		68
ENROLLMENT SERVICES	2	28	7%	26		26
EXTENDED STUDIES	2	23	9%	20		20
FACILITIES SERVICES	0	12	0%	12		12
HEALTH SCIENCES	11	87	13%	87		87
INFORMATION TECHNOLOGY	0	74	0%	65		65
INTERCOLLEGIATE ATHLETICS	7	71	10%	45		45
JOURNALISM, SCHOOL OF	2	15	13%	12		12
LIBERAL ARTS, COLLEGE OF	35	201	17%	182		182
LIBRARIES	2	22	9%	22		22
MEDICINE, SCHOOL OF	21	224	9%	175		175
PLANNING, BUDGET, ANALYSIS	1	8	13%	7		7
PRESIDENT'S OFFICE	0	23	0%	22		22
PROVOST, OFFICE OF	2	41	5%	39		39
RESEARCH, VP	5	33	15%	31		31
SCIENCE, COLLEGE OF	35	152	23%	144		144
STUDENT LIFE SERVICES	1	29	3%	23		23
STUDENT SUCCESS SERVICES	2	21	10%	18		18

\* On a separate narrative, please describe in general the Conflicts of Interest (column 6) that were identified and how they were resolved.

**Instructions:**

1. Report aggregated *number of requests* to perform compensated outside professional services (COPS) including funding sources and those that are research related.

Administrative Unit	1	Funding Sources (Must total column 1)					# SPOCS Requests that are Research Related
	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other	
ADMINISTRATION & FINANCE, VP	0	N/A					N/A
AG, BIOTECH & NATRL RESOURCES	19	N/A	9		8	2	N/A



**NSHE Scholarly and Professional Outside Compensated Services Report**

ASST VP FOR HUMAN RESOURCES	0	N/A					N/A
BUSINESS & FINANCE	0	N/A					N/A
BUSINESS, COLLEGE OF	18	N/A	12	2	2	2	N/A
COOPERATIVE EXTENSION	2	N/A	2				N/A
DEV & ALUMNI RELATIONS	2	N/A	2				N/A
EDUCATION, COLLEGE OF	17	N/A	3	8	5	1	N/A
ENGINEERING, COLLEGE OF	16	N/A	12	1	2	1	N/A
ENROLLMENT SERVICES	2	N/A				2	N/A
EXTENDED STUDIES	2	N/A	2				N/A
FACILITIES SERVICES	0	N/A					N/A
HEALTH SCIENCES	11	N/A	6	1	2	2	N/A
INFORMATION TECHNOLOGY	0	N/A					N/A
INTERCOLLEGIATE ATHLETICS	7	N/A	4	1		2	N/A
JOURNALISM, SCHOOL OF	2	N/A	2				N/A
LIBERAL ARTS, COLLEGE OF	35	N/A	10	9	8	8	N/A
LIBRARIES	2	N/A	1	1			N/A
MEDICINE, SCHOOL OF	21	N/A	14	4	1	2	N/A
PLANNING, BUDGET, ANALYSIS	1	N/A		1			N/A
PRESIDENT'S OFFICE	0	N/A					N/A
PROVOST, OFFICE OF	2	N/A		2			N/A
RESEARCH, VP	5	N/A	4		1		N/A
SCIENCE, COLLEGE OF	35	N/A	20	5	8	2	N/A
STUDENT LIFE SERVICES	1	N/A		1			N/A
STUDENT SUCCESS SERVICES	2	N/A	1	1			N/A
<b>Total</b>	<b>202</b>	<b>0</b>	<b>104</b>	<b>37</b>	<b>37</b>	<b>24</b>	<b>0</b>

**Definitions:**

**Conflict of Interest (COI):** Conflict of Interest means any outside activity or interest that may adversely affect, compromise or be incompatible with the obligations of an employee to the institution.

**Scholarly or Professional Outside Compensated Services (SPOCS):** Any outside scholarly or professional service by an faculty or professional staff member within his/her subject matter field and for which he/she is compensated by an outside entity, e.g., consulting.

**Research Related:** The SPOCS request is research related if it is considered to be part of, or related to, the instructional faculty or professional staff member's research obligation to the institution.

**Administrative Unit - Universities:** College or Vice President Office

**Administrative Unit - DRI:** Division

**Administrative Unit - Colleges:** Vice President's Office reporting more than two SPOCS.

## NSHE Scholarly and Professional Outside Compensated Services Report

Nevada State College
January 2009-December 2009

**Instructions:**

1. Report aggregated *number (headcount)* of faculty and professional staff (hereafter called faculty/prostaff) who request to perform scholarly and professional outside compensated services (SPOCS) (columns 1-3).
2. Report aggregated number of Conflict of Interest (COI) reports (columns 4-6).

	1	2	3	4	5	6
Administrative Unit	# of Faculty/ Prostaff requesting SPOCS	Total # of Faculty/ Prostaff	% of Faculty/ Prostaff requesting SPOCS	# COI Reports Submitted	# COI Reports Reviewed at a level higher than the employee's supervisor	# Actual COI*
Student Experience	0	4	0	0	0	0
Department of Humanities	0	5	0	0	0	0
Department of Physical Sciences	0	11	0	0	0	0
Department of Social Sciences	1	7	14%	0	0	0
School of Nursing	9	17	9%	0	0	0

\* On a separate narrative, please describe in general the Conflicts of Interest (column 6) that were identified and how they were resolved.

**Instructions:**

1. Report aggregated *number of requests* to perform compensated outside professional services (COPS) including funding sources and those that are research related.

	1	Funding Sources (Must total column 1)					# SPOCS Requests that are Research Related
Administrative Unit	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other	
Student Experience	0	0	0	0	0	0	0
Department of Humanities	0	0	0	0	0	0	0
Department of Physical Sciences	0	0	0	0	0	0	0
Department of Social Sciences	1	0	1	0	0	0	0
School of Nursing	9	0	7	2	0	0	0
<b>Total</b>	<b>10</b>	<b>0</b>	<b>8</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>

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**Research Related:** The SPOCS request is research related if it is considered to be part of, or related to, the instructional faculty or professional staff member's research obligation to the institution.

Administrative Unit - Universities: College or Vice President Office  
 Administrative Unit - DRI: Division  
 Administrative Unit - Colleges: Vice President's Office reporting more than two SPOCS.

## NSHE Scholarly and Professional Outside Compensated Services Report

Institution: College of Southern Nevada
Reporting Period: Jan 1, 2009 to Dec 31, 2009

**Instructions:**

1. Report aggregated *number (headcount)* of faculty and professional staff (hereafter called faculty/prostaff) who request to perform scholarly and professional outside compensated services (SPOCS) (columns 1-3).
2. Report aggregated number of Conflict of Interest (COI) reports (columns 4-6).

	1	2	3	4	5	6
Administrative Unit	# of Faculty/ Prostaff requesting SPOCS	Total # of Faculty/ Prostaff	% of Faculty/ Prostaff requesting SPOCS	# COI Reports Submitted	# COI Reports Reviewed at a level higher than the employee's supervisor	# Actual COI*
College of Southern Nevada	0	0	0	0	0	0

\* On a separate narrative, please describe in general the Conflicts of Interest (column 6) that were identified and how they were resolved.

**Instructions:**

1. Report aggregated *number of requests* to perform compensated outside professional services (COPS) including funding sources and those that are research related.

	1	Funding Sources (Must total column 1)					
Administrative Unit	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other	# SPOCS Requests that are Research Related
College of Southern Nevada	0	0	0	0	0	0	0
	0						
	0						
	0						
	0						
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Definitions:**

**Conflict of Interest (COI):** Conflict of Interest means any outside activity or interest that may adversely affect, compromise or be incompatible with the obligations of an employee to the institution.

**Scholarly or Professional Outside Compensated Services (SPOCS):** Any outside scholarly or professional service by an faculty or professional staff member within his/her subject matter field and for which he/she is compensated by an outside entity, e.g., consulting.

**Research Related:** The SPOCS request is research related if it is considered to be part of, or related to, the instructional faculty or professional staff member's research obligation to the institution.

Administrative Unit - Universities: College or Vice President Office  
 Administrative Unit - DRI: Division  
 Administrative Unit - Colleges: Vice President's Office reporting more than two SPOCS.

## NSHE Scholarly and Professional Outside Compensated Services Report

Institution: Great Basin College
Reporting Period: July 1 - December 31, 2009

**Instructions:**

1. Report aggregated *number (headcount)* of teaching faculty and professional staff (hereafter called faculty/prostaff) who request to perform scholarly and professional outside compensated services (SPOCS) (columns 1-3).
2. Report aggregated number of Conflict of Interest (COI) reports (columns 4-6).

	1	2	3	4	5	6
Administrative Unit	# of Faculty/ Prostaff requesting SPOCS	Total # of Faculty/ Prostaff	% of Faculty/ Prostaff requesting SPOCS	# COI Reports Submitted	# COI Reports Reviewed at a level higher than the employee's supervisor	# Actual COI*
Great Basin College	12	134	9%			

\* On a separate narrative, please describe in general the Conflicts of Interest (column 6) that were identified and how they were resolved.

**Instructions:**

1. Report aggregated *number of requests* to perform compensated outside professional services (COPS) including funding sources and those that are research related.

	1	Funding Sources (Must total column 1)					# SPOCS Requests that are Research Related
Administrative Unit	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other	
Great Basin College	12	0	11	1			
	0						
	0						
	0						
	0						
	0						
Total	12	0	11	1	0	0	0

**Definitions:**

Conflict of Interest (COI): Conflict of Interest means any outside activity or interest that may adversely affect, compromise or be incompatible with the obligations of an employee to the institution.

Scholarly or Professional Outside Compensated Services (SPOCS): Any outside scholarly or professional service by an instructional faculty or professional staff member within his/her subject matter field and for which he/she is compensated by an outside entity, e.g., consulting.

Research Related: The SPOCS request is research related if it is considered to be part of, or related to, the instructional faculty or professional staff member's research obligation to the institution.

Administrative Unit - Universities: College or Vice President Office  
 Administrative Unit - DRI: Division  
 Administrative Unit - Colleges: Vice President's Office reporting more than two SPOCS

## NSHE Scholarly and Professional Outside Compensated Services Report

Institution: Truckee Meadows Community College
Reporting Period: 1/1/09-12/31/09

**Instructions:**

1. Report aggregated *number (headcount)* of faculty and professional staff (hereafter called faculty/prostaff) who request to perform scholarly and professional outside compensated services (SPOCS) (columns 1-3).
2. Report aggregated number of Conflict of Interest (COI) reports (columns 4-6).

	1	2	3	4	5	6
Administrative Unit	# of Faculty/ Prostaff requesting SPOCS	Total # of Faculty/ Prostaff	% of Faculty/ Prostaff requesting SPOCS	# COI Reports Submitted	# COI Reports Reviewed at a level higher than the employee's supervisor	# Actual COI*
Academic Affairs	42	199	21%	0	0	0
Finance and Administration	1	36	3%	0	0	0
President's Office	3	13	23%	0	0	0
Student Services	4	46	9%	0	0	0

\* On a separate narrative, please describe in general the Conflicts of Interest (column 6) that were identified and how they were resolved.

**Instructions:**

1. Report aggregated *number of requests* to perform compensated outside professional services (COPS) including funding sources and those that are research related.

	1	Funding Sources (Must total column 1)					
Administrative Unit	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other	# SPOCS Requests that are Research Related
Academic Affairs	42	0	24	7	4	7	13
Finance and Administration	1	0	1	0	0	0	0
President's Office	3	0	1	0	1	1	1
Student Services	4	0	1	1	1	1	0
	0						
	0						
<b>Total</b>	<b>50</b>	<b>0</b>	<b>27</b>	<b>8</b>	<b>6</b>	<b>9</b>	<b>14</b>

**Definitions:**

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**Research Related:** The SPOCS request is research related if it is considered to be part of, or related to, the instructional faculty or professional staff member's research obligation to the institution.

**Administrative Unit - Universities:** College or Vice President Office

**Administrative Unit - DRI:** Division

**Administrative Unit - Colleges:** Vice President's Office reporting more than two SPOCS.

## NSHE Scholarly and Professional Outside Compensated Services Report

Institution: **Western Nevada College**

Reporting Period: **January 1, 2009 thru December 31, 2009**

**Instructions:**

1. Report aggregated *number (headcount)* of faculty and professional staff (hereafter called faculty/prostaff) who request to perform scholarly and professional outside compensated services (SPOCS) (columns 1-3).
2. Report aggregated number of Conflict of Interest (COI) reports (columns 4-6).

	1	2	3	4	5	6
Administrative Unit	# of Faculty/ Prostaff requesting SPOCS	Total # of Faculty/ Prostaff	% of Faculty/ Prostaff requesting SPOCS	# COI Reports Submitted	# COI Reports Reviewed at a level higher than the employee's supervisor	# Actual COI*
<b>PRESIDENT'S OFFICE</b>	0	5	0%	0	0	0
<b>ACADEMIC AND STUDENT AFFAIRS</b>						
<b>ACADEMIC DIVISIONS</b>						
Communications & Fine Arts	1	14	7%	1	1	0
Nursing & Allied Health	6	10	60%	6	6	0
Science, Mathematics & Engineering	1	17	6%	1	1	0
Social Sc., Educ., Humanities & Public Srvc	1	17	6%	1	1	0
Technology	0	8	0%	0	0	0
<b>ADMINISTRATIVE DEPARTMENTS</b>	1	43	2%	1	1	
<b>DEVELOPMENT AND EXTERNAL AFFAIRS</b>	1	4	25%	1	1	0
<b>FINANCE AND ADMINISTRATIVE SERVICES</b>	0	8	0%	0	0	0
<b>HUMAN RESOURCES &amp; LEGAL SERVICES</b>	0	3	0%	0	0	0
<b>ALL FACULTY</b>	11	124	9%	11	11	0

**Instructions:**

1. Report aggregated *number of requests* to perform compensated outside professional services (COPS) including funding sources and those that are research related.

	1	Funding Sources (Must total column 1)					
Administrative Unit	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other	# SPOCS Requests that are Research Related
<b>PRESIDENT'S OFFICE</b>	0						
<b>ACADEMIC AND STUDENT AFFAIRS</b>							
<b>ACADEMIC DIVISIONS</b>							
Communications & Fine Arts	1					1	
Nursing & Allied Health	6		5	1			
Science, Mathematics & Engineering	1		1				1
Social Sc., Educ., Humanities & Public Srvc	1			1			
Technology	0						
<b>ADMINISTRATIVE DEPARTMENTS</b>	1					1	

**NSHE Scholarly and Professional Outside Compensated Services Report**

<b>DEVELOPMENT AND EXTERNAL AFFAIRS</b>	1						1	
<b>FINANCE AND ADMINISTRATIVE SERVICES</b>	0							
<b>HUMAN RESOURCES &amp; LEGAL SERVICES</b>	0							
Total	11	0	6	2	0		3	1

**Definitions:**

**Conflict of Interest (COI):** Conflict of Interest means any outside activity or interest that may adversely affect, compromise or be incompatible with the obligations of an employee to the institution.

**Scholarly or Professional Outside Compensated Services (SPOCS):** Any outside scholarly or professional service by an faculty or professional staff member within his/her subject matter field and for which he/she is compensated by an outside entity, e.g., consulting.

**Research Related:** The SPOCS request is research related if it is considered to be part of, or related to, the instructional faculty or professional staff member's research obligation to the institution.

**Administrative Unit - Universities:** College or Vice President Office

**Administrative Unit - DRI:** Division

**Administrative Unit - Colleges:** Vice President's Office reporting more than two SPOCS.

## NSHE Scholarly and Professional Outside Compensated Services Report

Institution: Desert Research Institute
Reporting Period: Jan 1, 2009 to Dec 31, 2009

**Instructions:**

1. Report aggregated *number (headcount)* of faculty and professional staff (hereafter called faculty/prostaff) who request to perform scholarly and professional outside compensated services (SPOCS) (columns 1-3).
2. Report aggregated number of Conflict of Interest (COI) reports (columns 4-6).

	1	2	3	4	5	6
Administrative Unit	# of Faculty/ Prostaff requesting SPOCS	Total # of Faculty/ Prostaff	% of Faculty/ Prostaff requesting SPOCS	# COI Reports Submitted	# COI Reports Reviewed at a level higher than the employee's supervisor	# Actual COI*
Administration	0	27	0.00%	0	0	0
Division of Atmospheric Sciences	9	50	18.00%	0	0	0
Division of Earth and Ecosystem Sciences	0	51	0.00%	0	0	0
Division of Hydrologic Sciences	4	55	7.27%	0	0	0
<b>Total</b>	<b>13</b>	<b>183</b>	<b>7.10%</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* On a separate narrative, please describe in general the Conflicts of Interest (column 6) that were identified and how they were resolved.

**Instructions:**

1. Report aggregated *number of requests* to perform compensated outside professional services (COPS) including funding sources and those that are research related.

	1	Funding Sources (Must total column 1)					
Administrative Unit	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other	# SPOCS Requests that are Research Related
Administration	0	0	0	0	0	0	0
Division of Atmospheric Sciences	9	0	4	2	2	1	9
Division of Earth and Ecosystem Sciences	2	0	1	0	1	0	0
Division of Hydrologic Sciences	5	0	1	1	3	0	5
<b>Total</b>	<b>16</b>	<b>0</b>	<b>6</b>	<b>3</b>	<b>6</b>	<b>1</b>	<b>14</b>

**Definitions:**

**Conflict of Interest (COI):** Conflict of Interest means any outside activity or interest that may adversely affect, compromise or be incompatible with the obligations of an employee to the institution.

**Scholarly or Professional Outside Compensated Services (SPOCS):** Any outside scholarly or professional service by an faculty or professional staff member within his/her subject matter field and for which he/she is compensated by an outside entity, e.g., consulting.

**Research Related:** The SPOCS request is research related if it is considered to be part of, or related to, the instructional faculty or professional staff member's research obligation to the institution.

**Administrative Unit - Universities:** College or Vice President Office

**Administrative Unit - DRI:** Division

**Administrative Unit - Colleges:** Vice President's Office reporting more than two SPOCS.



## NSHE Scholarly and Professional Outside Compensated Services Report

Institution: Nevada System of Higher Education-SA
Reporting Period: January 1 - December 31, 2009

**Instructions:**

1. Report aggregated *number (headcount)* of faculty and professional staff (hereafter called faculty/prostaff) who request to perform scholarly and professional outside compensated services (SPOCS) (columns 1-3).
2. Report aggregated number of Conflict of Interest (COI) reports (columns 4-6).

	1	2	3	4	5	6
Administrative Unit	# of Faculty/ Prostaff requesting SPOCS	Total # of Faculty/ Prostaff	% of Faculty/ Prostaff requesting SPOCS	# COI Reports Submitted	# COI Reports Reviewed at a level higher than the employee's supervisor	# Actual COI*
SA	2	39	5%	0	0	
SPO	0	6	0	0	0	
NIE (MAP)	1	12	8%	0	0	
PRESS	2	6	33%	0	0	
SCS	1	73	1%	0	0	

\* On a separate narrative, please describe in general the Conflicts of Interest (column 6) that were identified and how they were resolved.

**Instructions:**

1. Report aggregated *number of requests* to perform compensated outside professional services (COPS) including funding sources and those that are research related.

	1	Funding Sources (Must total column 1)					# SPOCS Requests that are Research Related
Administrative Unit	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other	
SA	2		1				1
SPO							
NIE (MAP)	1		1				
PRESS	2			2			
SCS	1		1				
0							
Total	6	0	3	2	0	1	1

**Definitions:**

**Conflict of Interest (COI):** Conflict of Interest means any outside activity or interest that may adversely affect, compromise or be incompatible with the obligations of an employee to the institution.

**Scholarly or Professional Outside Compensated Services (SPOCS):** Any outside scholarly or professional service by an faculty or professional staff member within his/her subject matter field and for which he/she is compensated by an outside entity, e.g., consulting.

**Research Related:** The SPOCS request is research related if it is considered to be part of, or related to, the instructional faculty or professional staff member's research obligation to the institution.

Administrative Unit - Universities: College or Vice President Office

Administrative Unit - DRI: Division

Administrative Unit - Colleges: Vice President's Office reporting more than two SPOCS.

## **Section 8. Compensated Outside Professional Services**

(For DRI Faculty Members, See Title 4, Chapter 11, Sec. 12)

1. Outside professional or scholarly service by faculty members within their subject matter field and for compensation is recognized as a legitimate activity unless specifically prohibited by the employee's contract with the institution.
2. Outside professional or scholarly service as contemplated by this section shall not interfere with the performance of the duties of any faculty member. If taken during the faculty member's standard workweek, such service shall occupy no more than one day's equivalent time per work week (20%) for full-time faculty members. Faculty members on 12-month contracts must take annual leave if providing outside professional or scholarly service during the standard work week. For the purposes of this paragraph, annual leave is not required to be taken if the activity is scholarly in nature and advances the reputation of the institution, such as serving on a national review board, and the amount of compensation, above expenses, is less than the monetary value of taking a half-day leave.
3. No faculty member may undertake outside professional or scholarly service that would result in a conflict of interest with his or her assigned duties. Conflict of interest means any outside activity or interest that may adversely affect, compromise, or be incompatible with the obligations of an employee to the institution.
4. Faculty members performing compensated outside professional or scholarly service are subject to the code of ethical standards of the State of Nevada (NRS 281A.400-281A.660), which governs the conduct of public officers and employees.
5. A faculty member may not perform an official act on behalf of the institution that directly benefits a business or other undertaking in which he or she either has a substantial financial interest or is engaged as counsel, consultant, representative, agent, director, or officer. This prohibition is not intended to limit a faculty member's ability to enter into a contract between a governmental entity, the institution, and a private entity to the extent authorized by and in conformity with NRS 396.255, NRS 281.221(3), NRS 281.230(3), NRS 281A.430(3), the Board of Regents Intellectual Property Policy (Title 4, Chapter 12, Sections 1-8), and the Board of Regents Conflict of Interest Policy (Title 4, Chapter 10, Section 1.7).
6. For the purpose of this section, potential conflicts of interest include a faculty member's involvement in transactions or decisions on behalf of an institution, in which the faculty member knows that benefits accrue to individuals in the faculty member's household, persons to whom the faculty member is related by blood, adoption or marriage within the third degree of consanguinity, or persons with whom the faculty member has substantial and continuing outside business relationships.

Relationships within the third degree of consanguinity or affinity are defined as:

(a) The faculty member's spouse, child, parent, sibling, half-sibling, or step-relatives in the same relationship;

(b) The spouse of the faculty member's child, parent, sibling, half-sibling, or step-relative; or

(c) The faculty member's in-laws, aunt, uncle, niece, nephew, grandparent, grandchild, or first cousin.

7. Full-time faculty members engaged in providing compensated outside professional or scholarly service shall provide advance notification in writing to their immediate supervisor about the nature of the work to be performed, the company/organization for which the work will be performed, and the estimated time involved. The request must be approved in advance by the supervisor within 10 working days. Individual requests to perform outside professional or scholarly service shall be considered confidential personnel documents pursuant to Title 2, Chapter 5, Section 5.6.2.

8. When a supervisor believes that a conflict exists with obligations currently incurred or assumed by the institution regarding a faculty member's consulting activities, the supervisor shall inform the faculty member of these concerns and negotiate a mutually acceptable course of action. If a mutually acceptable course of action cannot be negotiated, the appropriate vice president or vice chancellor, as the case may be, will hear and evaluate the evidence and render a decision, or appoint a review committee if necessary. The vice president or vice chancellor may require the faculty member to cease performance of existing obligations while the faculty member remains a NSHE employee.

9. Faculty members performing compensated outside professional or scholarly service shall inform those who engage them that they are not acting in the name of the institution and that the institution is not a party to the contract nor liable for any actions of such faculty member.

10. In negotiating for a contract for outside compensated professional or scholarly services, faculty members shall not use institutional stationery or forms in any manner.

11. Full-time faculty members may make a general announcement of their availability as consultants but may not solicit consulting assignments.

12. Faculty members working independently on their own time may obtain patents or copyrights on the results of their work.

13. Faculty members performing compensated outside professional or scholarly service are subject to the Board policy on personal use of System property or resources (Title 4, Chapter 1, Section 25). A faculty member working independently on an outside-compensated contract shall not use NSHE facilities, equipment or personnel unless such use is authorized in advance by the supervisor. Reimbursement of any costs to the institution shall be in accordance with Title 4, Chapter 1, Section 25.

14. It is the responsibility of each full-time faculty member to timely report outside compensated services and to certify the accuracy of the disclosures. Failure to accurately and timely disclose outside compensated services constitutes a basis for disciplinary action under Title 2, Chapter 6. Records are to be kept annually by the dean or appropriate vice president, or vice chancellor as the case may be, of all approved consulting activities in each department or division.

15. Each NSHE institution shall publish an annual report regarding compensated outside professional or scholarly service completed by its full-time faculty (aggregate data) and approved by the institution in accordance with the provisions of this section. This report will verify that all potential conflicts of interest have been reviewed and approved in accordance with the provisions of this section. A summary of these reports will be sent to the Board of Regents annually.

(B/R 12/09)

## **Section 12. Compensated Outside Professional Service**

(For NSHE General Policy, See Chapter 3, Sec. 8)

1. Under conditions set forth below, limited professional services rendered by a Desert Research Institute (DRI) faculty member to organizations or individuals outside of DRI for compensation is recognized as a legitimate, and often desirable, activity for a faculty member.

2. Outside professional or scholarly service as contemplated by this section shall not adversely affect the performance of the faculty member in regard to his or her obligation and duties to DRI. A faculty member is to perform compensated outside professional activities on his or her own time. For the purposes of this section, compensated outside professional or scholarly service does not include work conducted as part of the regular duties of or the professional responsibilities of the faculty member, such as serving on a national review board. (B/R 3/10)

3. No faculty member may undertake outside professional or scholarly service that would result in a conflict of interest with his or her assigned duties. Conflict of interest means any outside activity or interest that may adversely affect, compromise, or be incompatible with the obligations of an employee to the institution.

4. DRI faculty members performing compensated outside professional or scholarly service are subject to the code of ethical standards of the State of Nevada (*Nevada Revised Statutes* (NRS) 281A.400-281A.660), which governs the conduct of public officers and employees.

5. A faculty member may not perform an official act on behalf of the institution that directly benefits a business or other undertaking in which he or she either has a substantial financial interest or is engaged as counsel, consultant, representative, agent, director, or officer. This prohibition is not intended to limit a faculty member's ability to enter into a contract between a governmental entity, the institution, and a private entity to the extent authorized by, and in

conformity, with NRS 396.255, NRS 281.221(3), NRS 281.230(3), NRS 281A.430(3), the Board of Regents Intellectual Property Policy (Title 4, Chapter 12, Sections 1-8), and the Board of Regents Conflict of Interest Policy (Title 4, Chapter 10, Section 1.7).

6. For the purpose of this section, potential conflicts of interest include a faculty member's involvement in transactions or decisions on behalf of an institution, in which the faculty member knows that benefits accrue to individuals in the faculty member's household, persons to whom the faculty member is related by blood, adoption or marriage within the third degree of consanguinity, or persons with whom the faculty member has substantial and continuing outside business relationships.

Relationships within the third degree of consanguinity or affinity are defined as:

- (a) The faculty member's spouse, child, parent, sibling, half-sibling, or step-relatives in the same relationship;
- (b) The spouse of the faculty member's child, parent, sibling, half-sibling, or step-relative; or
- (c) The faculty member's in-laws, aunt, uncle, niece, nephew, grandparent, grandchild, or first cousin.

7. A full-time faculty member engaged in providing compensated outside professional service shall provide advance notification in writing to his or her supervisor (*the Executive Director of the Division or the appropriate Vice President if not in a division*) of the nature of the work to be performed, the company/organization for which the work will be performed, and the amount of his or her time likely to be involved. The request must be approved in advance by the supervisor within 10 working days and shall indicate that the intended compensated outside professional service is not in conflict with any obligations currently incurred or assumed by the Institute. Activity in new areas not presently a regular part of the DRI efforts will not be considered to be in conflict even if DRI subsequently moves into such work. Individual requests to perform outside professional or scholarly service shall be considered confidential personnel documents pursuant to Title 2, Chapter 5, Section 5.6.2.

8. When a supervisor believes that a conflict exists with obligations currently incurred or assumed by the Institute regarding a faculty member's consulting activities, the supervisor shall inform the faculty member of these concerns and negotiate a mutually acceptable course of action. If a mutually acceptable course of action cannot be negotiated, the faculty member or the supervisor may request the DRI Senate to appoint a panel of three DRI professional members to hear and evaluate the evidence and make a recommendation to President. The President will review the recommendation and render a final decision. The President may require the faculty member to cease performance of existing obligations while the faculty member remains a DRI employee. (B/R 6/05)

9. Any faculty member performing outside professional service shall inform those who engage him or her that they are not acting in the name of the DRI and that the DRI is neither a party to the contract nor liable for any actions of such faculty member.

10. In negotiating for a contract or any contract activities for outside compensated professional service, a faculty member shall not use DRI stationery or forms in any manner.

11. Faculty members performing compensated outside professional or scholarly service are subject to the Board policy on personal use of System property or resources (*Title 4, Chapter 1, Section 25*). A faculty member working independently on an outside compensated contract shall not use DRI facilities, equipment or personnel not available to members of the general public unless such use is authorized in advance by the supervisor. Reimbursement of any added direct costs to DRI shall be in accordance with Title 4, Chapter 1, Section 25.

12. A faculty member working independently on his or her own time may obtain patents or copyrights on the results of his or her work, providing DRI resources were not used in the preparation of the inventions or copyrighted work.

13. It is the responsibility of each full-time faculty member to timely report outside compensated services and to certify the accuracy of the disclosures. Failure to accurately and timely disclose outside compensated services constitutes a basis for disciplinary action under Title 2, Chapter 6. Records are to be kept annually by each supervisor of all approved consulting activities.

14. The Desert Research Institute shall publish an annual report regarding compensated outside professional or scholarly service completed by its full-time faculty (aggregate data) and approved by the institution in accordance with the provisions of this section. This report will verify that all potential conflicts of interest have been reviewed and approved in accordance with the provisions of this section. A summary of these reports will be sent to the Board of Regents annually.

(B/R 12/09)