



NEVADA SYSTEM OF HIGHER EDUCATION

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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 2011

Prepared by the Office of Academic and Student Affairs



NEVADA SYSTEM OF HIGHER EDUCATION

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DRI

NSHE Scholarly and Professional Outside Compensated Services Report

Institution: DRI
Reporting Period: Jan 1, 2010 to Dec 31, 2010

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	1	32	3.13%	0	0	0
Division of Atmospheric Sciences	1	50	2.00%	2	1	0
Division of Earth and Ecosystem Sciences	2	49	4.08%	1	1	1
Division of Hydrologic Sciences	3	55	5.45%	1	0	0
Total	7	186	3.76%	4	2	1

* 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	3	0	0	2	1	0	0
Division of Atmospheric Sciences	1	0	1	0	0	0	1
Division of Earth and Ecosystem Sciences	2	1	0	1	0	0	0
Division of Hydrologic Sciences	3						
0							
Total	9	1	1	3	1	0	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.

UNLV

The University of Nevada, Las Vegas' Scholarly and Professional Outside Compensated Services Report to NSHE for Calendar Year 2010

Disclosure and review of potential conflicts of interest and/or compensated outside services have become routine at institutions of higher education. Review and approval of Scholarly and Professional Outside Compensated Services (SPOCS) are also required by NSHE policy (NSHE Title 4, Chapter 3, Section 8.7). UNLV acknowledges that outside activities can lead to the development of new and useful products and processes and the publication of scholarly works, which may be shared with both public- and private-sector interests. Such activities (1) contribute to the professional development of the individuals involved, (2) enhance the reputation of the institutions concerned, (3) provide additional educational opportunities for participating students, and (4) promote the general welfare of the public at large.

These activities, if properly disclosed, can be adequately managed without detriment to the reputation, integrity, or position of the institution and/or the individual. Therefore, UNLV utilizes a disclosure mechanism that allows university employees to regularly report potential conflicts of interest and compensated outside services for review and approval by the appropriate official. UNLV requires annual disclosure forms from all faculty and professional staff, whether or not they have an activity or conflict to report. Faculty and professional staff must also disclose all new pertinent activities and have them approved prior to initiation. All disclosures are reviewed by the employee's supervisor, Dean/Director, the Vice President, and the Provost.

The attached tables detail the data collected during disclosures of activities as well as the annual required reporting by faculty and professional staff. Each section is briefly described below.

1. **Number of Faculty Requesting SPOCS:** As required by NSHE policy, all requests for SPOCS from full-time faculty must be made in writing prior to starting the professional outside compensated service. Therefore, UNLV's data as reported on this table reflect a comprehensive snapshot of UNLV requests for SPOCS.
2. **Total # of Faculty/Prostaff:** This is a listing of total number of faculty by unit.
3. **Percent of Faculty/Prostaff requesting SPOCS:** This percentage is an accurate reflection of those individuals per unit who have requested outside compensated service.
4. **Number of COI Reports Submitted:** Annual disclosures are required in the fall of each year for all employees. In addition, employees are required to submit a disclosure prior to initiation of a new SPOCS or COI. All available employees submitted disclosures; two employees were on extended leave.
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 all forms are reviewed by the employee's supervisor, Dean/Director, the Vice President, and the Provost.
6. **Number of Actual COIs:** There were no COIs reported or requiring management during CY2010.

NSHE Scholarly and Professional Outside Compensated Services Report

Institution: University of Nevada, Las Vegas
Reporting Period: January 1 - December 31, 2010

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	6	16	38%	16	16	
Advancement	13	51	25%	50†	50†	
Allied Health Sciences, School of	18	31	58%	31	31	
Athletics	14	120	12%	120	120	
Business, College of	28	100	28%	100	100	
Community Health, School of	4	23	17%	23	23	
Dental Medicine, School of	29	63	46%	63	63	
Education, College of	35	111	32%	111	111	
Educational Outreach	11	46	24%	46	46	
Engineering, College of	24	90	27%	90	90	
Finance & Business	7	89	8%	87†	87†	
Fine Arts, College of	46	106	43%	106	106	
General Counsel	1	6	17%	6	6	
Honors	0	3	0%	3	3	
Hotel Administration, College of	31	68	46%	68	68	
Information Technology, Office of	8	66	12%	65†	65†	
Law, Boyd School of	26	62	42%	62	62	
Liberal Arts, College of	58	167	35%	167	167	
Libraries	11	54	20%	54	54	
Nursing	16	44	36%	44	44	
President	0	5	0%	5	5	
Provost	5	23	22%	23	23	
Research & Grad Studies	10	84	12%	84	84	
Sciences, College of	26	134	19%	134	134	
Student Affairs, Division of	26	212	12%	212	212	
Urban Affairs	25	84	30%	84	84	
Total	478	1858	26.00%	1856†	1856†	

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

NSHE Scholarly and Professional Outside Compensated Services Report

‡ This number reflects staff on extended leave (FMLA, etc.)

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 # of SPOCS Requests	Funding Sources (Must total column 1)					# SPOCS Requests that are Research Related
		Not Approved	Business	Academic Institution	Government	Other	
Academic Success Center	6		1	4		1	
Advancement	13		6	1		6	
Allied Health Sciences, School of	18		13	3	1		1
Athletics	14		7	1		6	
Business, College of	28		14	7		7	
Community Health, School of	4		2	2			
Dental Medicine, School of	29		21	1	7		
Education, College of	35		17	13		5	
Educational Outreach	11		3	6	1	1	
Engineering, College of	24		16	2	1	5	
Finance & Business	7		4		1	2	
Fine Arts, College of	46		21	14		11	
General Counsel	1				1		
Honors	0						
Hotel Administration, College of	31		19	5	1	6	
Information Technology, Office of	8		4	1		3	
Law, Boyd School of	26		12	10	1	3	
Liberal Arts, College of	58		47	1	3	7	
Libraries	11		5	3		3	
Nursing	16		11	3		2	
President	0						
Provost	5		1	2		2	
Research & Grad Studies	10		6	2	1	1	
Sciences, College of	26		14	3	5	4	
Student Affairs, Division of	26		12	9		5	
Urban Affairs	25		14	1	3	7	
TOTAL	478	0	270	94	26	87	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.

UNR

The University of Nevada, Reno's Scholarly and Professional Outside Compensated Services Report to NSHE for Calendar Year 2010

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

Section 1:

1. The numbers reported are therefore the number of faculty reporting COPS activities.
2. Total Number of Faculty: these numbers are the total number of full-time faculty, by administrative unit.
3. 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 28, 2011. The data collection process began in January 2010 and was closed on December 2010 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:
 - a. One of the two conflicts that were identified in CY2010 involved a faculty member who is part-owner of a corporation that issues sub-awards to UNR. A Management Plan was crafted by the COI committee and agreed to by the Dean of the college, the Chair of the department and the affected faculty member. That plan was approved by President Glick and is currently in place.
 - b. The second identified conflict involves a faculty member who has a potentially patentable element and who consults to the company that may license the invention. A Management Plan was crafted by the COI committee, approved by President Glick and is currently in place.
 - c. Both Management Plans have reporting requirements and are monitored jointly by the Department Chair and the COI Designated Official.

Section 2:

1. Several faculty have more than one SPOCS activity to report, often for different funding sources. The totals in column one will not therefore match the totals in in column one from the first section, which asks for the number of faculty requesting SPOCS approval.
2. 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. A revised policy is under review by the committee charged with maintaining the University Administrative Manual. A form is under development.

Section 2:

1. Several faculty have more than one SPOCS activity to report, often for different funding sources. The totals in column one will not therefore match the totals in in column one from the first section, which asks for the number of faculty requesting SPOCS approval.
2. 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. A revised policy is under review by the committee charged with maintaining the University Administrative Manual. A form is under development.

NSHE Scholarly and Professional Outside Compensated Services Report

Institution: UNR
Reporting Period: January 1, - December 31, 2010

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 & FINANCE, VP	0	8	0%	7	7	
AG, BIOTECH & NATRL RESOURCES	0	77	0%	69	69	
BUSINESS & FINANCE	0	13	0%	13	13	
BUSINESS, COLLEGE OF	6	80	8%	64	64	
POLICE	0	3	0%	3	3	
COOPERATIVE EXTENSION DEAN	8	62	13%	60	60	
DEV & ALUMNI RELATIONS, VP	1	40	3%	40	40	
EDUCATION, COLLEGE OF	6	58	10%	54	54	
ENGINEERING, COLLEGE OF	3	81	4%	78	78	1
ENROLLMENT SERVICES	0	30	0%	29	29	
EXTENDED STUDIES	0	19	0%	18	18	
FACILITIES SERVICES	0	12	0%	11	11	
HEALTH SCIENCES, VP	3	86	3%	79	79	
INFORMATION TECHNOLOGY, VP	0	77	0%	75	75	
INTERCOLLEGIATE ATHLETICS	0	70	0%	34	34	
JOURNALISM, SCHOOL OF	2	18	11%	15	15	
LIBERAL ARTS, COLLEGE OF	8	201	4%	183	183	
LIBRARIES	0	24	0%	23	23	
MEDICINE, SCHOOL OF	6	233	3%	180	180	1
PLANNING, BUDGET, ANALYSIS	0	8	0%	7	7	
PRESIDENT'S OFFICE	0	26	0%	25	25	
PROVOST, OFFICE OF	0	42	0%	40	40	
RESEARCH, VP	1	31	3%	30	30	
SCIENCE, COLLEGE OF	5	163	3%	134	134	
STUDENT LIFE SERVICES	0	31	0%	31	31	
STUDENT SERVICES, VP	0	2	0%	2	2	
STUDENT SUCCESS SERVICES	0	19	0%	19	19	
TOTALS	49	1597	3%	1398	1398	

* 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 <i>Reported</i>	Not Approved	Business	Academic Institution	Government	Other	# SPOCS <i>Reported</i> that are Research Related
ADMINISTRATION & FINANCE, VP	0	0	0	0	0	0	0
AG, BIOTECH & NATRL RESOURCES	2	0	1	1	0	0	2
ASST VP FOR HUMAN RESOURCES	0	0	0	0	0	0	0
AG, BIOTECH & NATRL RESOURCES	0	0	0	0	0	0	0

NSHE Scholarly and Professional Outside Compensated Services Report

BUSINESS & FINANCE	0	0	0	0	0	0	0
BUSINESS, COLLEGE OF	10	0	6	1	3	0	10
POLICE	0	0	0	0	0	0	0
COOPERATIVE EXTENSION DEAN	8	0	1	2	1	4	7
DEV & ALUMNI RELATIONS, VP	1	0	1	0	0	0	0
EDUCATION, COLLEGE OF	9	0	2	5	2	0	8
ENGINEERING, COLLEGE OF	4	0	3	1	0	0	4
ENROLLMENT SERVICES	0	0	0	0	0	0	0
EXTENDED STUDIES	0	0	0	0	0	0	0
FACILITIES SERVICES	0	0	0	0	0	0	0
HEALTH SCIENCES, VP	3	0	1	1	1	0	3
INFORMATION TECHNOLOGY, VP	0	0	0	0		0	0
INTERCOLLEGIATE ATHLETICS	0	0	0	0	0	0	0
JOURNALISM, SCHOOL OF	4	0	2	1	1	0	2
LIBERAL ARTS, COLLEGE OF	11	0	3	2	5	1	10
LIBRARIES	0	0	0	0	0	0	0
MEDICINE, SCHOOL OF	7	0	3		2	2	7
PLANNING, BUDGET, ANALYSIS	0	0	0	0	0	0	0
PRESIDENT'S OFFICE	0	0	0	0	0	0	0
PROVOST, OFFICE OF	0	0	0	0	0	0	0
RESEARCH, VP	2	0	1	0	1	0	2
SCIENCE, COLLEGE OF	5	0	3	0	2	0	5
STUDENT LIFE SERVICES	0	0	0	0	0	0	0
STUDENT SERVICES, VP	0	0	0	0	0	0	0
STUDENT SUCCESS SERVICES	0	0	0	0	0	0	0
TOTALS	66	0	27	14	18	7	60

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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.

NSC

NSHE Scholarly and Professional Outside Compensated Services Report

Institution: Nevada State College
Reporting Period: January 1 - December 31, 2010

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 Relations	0	2	0%	0	0	0
Development	0	1	0%	0	0	0
Education, School of	0	6	0%	0	0	0
Enrollment Management & Student Services	0	15	0%	0	0	0
Finance & Administration	0	8	0%	0	0	0
Liberal Arts & Sciences, School of	1	23	4%	0	0	0
Nursing, School of	6	17	35%	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 Relations	0						
Development	0						
Education, School of	0						
Enrollment Management & Student Services	0						
Finance & Administration	0						
Liberal Arts & Sciences, School of	1			1			1
Nursing, School of	6		4	2			
Total	7	0	4	3	0	0	1

Definitions:

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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.

CSN

NSHE Scholarly and Professional Outside Compensated Services Report

Institution: College of Southern Nevada
Reporting Period: 2009/2010

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	111	503	22%	1	1	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							
Total	111	0	83	28	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 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.

GBC

NSHE Scholarly and Professional Outside Compensated Services Report

Institution: GBC
Reporting Period: 2010-2011

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*
GBC Academic & Administrative Faculty	8	127	6.30%	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
GBC Academic & Administrative Faculty	8	0	3	3	1	1	1
	0						
	0						
	0						
	0						
Total	8	0	3	3	1	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.

TMCC

NSHE Scholarly and Professional Outside Compensated Services Report

Institution: Truckee Meadows Community College
Reporting Period: 1/1/10-12/31/10

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	58	199	29%	0	0	0
Finance and Administration	2	38	5%	0	0	0
President's Office	3	12	25%	0	0	0
Student Services	4	39	10%	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	
Academic Affairs	58	0	25	14	6	13	15
Finance and Administration	2	0	2	0	0	0	0
President's Office	3	0	0	0	2	1	1
Student Services	4	0	1	2	0	1	0
	0						
	0						
Total	67	0	28	16	8	15	16

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.

WNC

NSHE Scholarly and Professional Outside Compensated Services Report

Institution: Western Nevada College
Reporting Period: January 1, - December 31, 2010

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*
President's Office						
Academic and Student Affairs						
Communications & Fine Arts	1	13	8	1	1	0
Nursing and Allied Health	5	8	63	5	5	0
Science, Mathematics & Engineering	0	17	0	0	0	0
Social Sc., Educ., Humanities & Public Srvc	2	16	13	2	2	0
Technology	0	8	0	0	0	0
Administrative Departments	2	43	5	2	2	0
Development and External Affairs	1	4	25	0	0	0
Finance and Administrative Services	0	8	0	0	0	0
Human Resources and Legal Services	0	3	0	0	0	0
All Faculty	11					

* 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
Communications & Fine Arts	1			1			
Nursing and Allied Health	5		5				
Science, Mathematics & Engineering	0						
Social Sc., Educ., Humanities & Public Srvc	2			1		1	
Administrative Departments	2		1			1	
All Faculty							
Total	10	0	6	2	0	2	0

Definitions:

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Administrative Unit - Universities: College or Vice President Office
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NSHE Procedures and Guidelines Manual

CHAPTER 3, new SECTION 7

Compensated Outside Services/Entrepreneurial Activities

Additions appear in ***boldface italics***; deletions are [~~stricken~~ and bracketed]

Section 7. Compensated Outside Services/Entrepreneurial Activities

In accordance with Board policy, outside professional services, scholarly services, or entrepreneurial activities by NSHE faculty members within their subject matter field and for compensation is recognized as a legitimate activity unless specifically prohibited by the employee's contract. Annually, each institution shall report aggregated information on the professional, scholarly and entrepreneurial activities engaged in by the institution's respective faculty using the form prescribed by the Chancellor that is included in the Forms Appendix of this Procedures and Guidelines Manual.

Board of Regents Handbook

Title 4, Chapter 3

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)

<p style="text-align: center;">Board of Regents Handbook Title 4, Chapter 11</p>
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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)