



NSHE Scholarly and Professional Outside Compensated Services Report

June 2014

Prepared by the Office of Academic and Student Affairs

Board of Regents

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Nevada System of Higher Education
Scholarly and Professional Outside Compensated Services Report
June 2014

The *NSHE Scholarly and Professional Outside Compensated Services Report* is prepared annually in accordance with Board policy (*Title 4, Chapter 3, Section 9, Subsection 15* and *Title 4, Chapter 11, Section 12, Subsection 14* for the Desert Research Institute):

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.

This report summarizes such services performed by full-time faculty members across NSHE, as reported by the institutions.

UNLV

UNLV
Background

Disclosure, 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 (a) new and useful products that can have implication for economic development and diversification and (b) the development of new collaborative partnerships that can have important implications for garnering external research funding. In addition, UNLV understands that outside activities can also contribute to individual professional development, increased institutional visibility and reputation, and student educational enrichment.

As individual participation in outside activities increase however, there is potential for actual or perceived conflicts of interest (COI) or conflicts of commitment (COC). A conflict of interest exists when an employee's financial or personal interests/activities compromise personal judgment in management, instruction, research, and other professional activities. A conflict of commitment exists when professional service or research contracted outside the University interferes with the employee's obligations to students, colleagues, and the primary missions of the University. The University is concerned about COI and COS because they may compromise the institution and its mission. While it is appropriate for University employees to be rewarded for their participation in outside activities, they have a fundamental obligation to act in the best interest of the University.

It is critical that the University protect the integrity of instruction and scholarly and research endeavors. Therefore, disclosure and management of potential conflicts of interest and commitment by the University is essential and is also required by federal and state regulations. Evaluation of potential conflicts of interest (COI) and compensated outside services are required by both the federal granting agencies and Nevada System of Higher Education (NSHE) code.*

UNLV significantly revised procedures in relation to the evaluation of potential conflicts of interest in Fall 2013. First, we launched a new Request for Outside Compensation procedure in November of 2013 which, required employees to request approval for engaging in outside activities (**Refer to Addendum A**). Second, we revised the Annual Disclosure of the Outside Compensated Services (**refer to Addendum B**) to an electronic format and to more closely align with required NSHE reporting metrics. Together these changes in process have dramatically improved efficiency in UNLV's COI oversight and additionally led to further clarification/revision in NSHE policy and reporting procedures.

*Federal requirements are detailed in 42 CFR part 50, 45 CFR part 94, grant acceptance requirements, including NSF grant policy manual 510 and investigator disclosure policy 60 F.R. 132. NSHE requirements are detailed in title 4, chapter 3, section 8; title 4, chapter 12, sections 1-8; and title 4, chapter 10, section 1.7 of the NSHE Board of Regents Handbook.

This document serves as the 2013 calendar year report for the University of Nevada, Las Vegas. As required by NHSE (Title 4, Chapter 3, Section 8.15), all COI and COS must be reviewed and approved, managed, or disapproved.

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.

Results of Required Disclosures

The 2013 summary for COS and COI disclosures are presented in Table 1. All requests for outside compensation were reviewed by the employee's supervisor, and Dean/Director in accordance with the administrative procedures outlined in **Addendum C**.

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 SPOCS requests at a Level Higher than the Employee's Supervisor:** In 2013, all SPOCS request were reviewed at a higher level than the employee's supervisor (e.g., Dean or Director). For this reason, the numbers in this column are equal to or higher than the number of faculty/prostaff requesting SPOCS because individual faculty/prostaff may have had more than one SPOCS.
5. **SPOCS Requests Approved with a Management Plan:** This column reflects the number of SPOCS that were approved once a management plan was developed to modify the activity to prevent or address a conflict of interest.

6. Number of Annual COI Reports Submitted: Annual disclosures for 2013 were required of employees in February. Newly hired employees, employees leaving the university, and employees on FMLA account for some of the missing annual disclosures. An additional forty-six employees did not submit a COI report (2% of those required) *
7. Percentage of Faculty/Prostaff submitting the Annual Disclosure: This column represents the percentage of completed COI reports per unit.
8. Number of Actual COIs: One COI was found.

Table 2 is an aggregate report of the sources of funding provided for SPOCS by administrative unit. Private-sector entities funded 146 COS activities; academic institutions outside of NSHE funded 379 COS activities; Government agencies provided funding for 30 COS activities; and other sources funded 92 COS activities. The number of SPOCS request does not equal the sum of business, government, academic or other because employees could use more than one descriptor to identify the nature of the COS.

UNLV Athletics**

In 2013 the Athletics Department had 85 full time staff. In accordance with NCAA, all outside compensation activities for athletics staff are monitored and reported annually During the 2013 fiscal year, 2 members applied and were approved for COS activities. None of these requests required a management plan and no conflicts of interest were found.

*Identification of UNLV employees required to complete the Conflict of Interest Annual Disclosure was determined through human resources pulled data of all employees who had full-time administrative, executive or post doc scholars status in 2103. This process identified a total of 2005 UNLV employees required to complete the Conflict of Interest Annual Report In the previous year (2012) a total of 1,915 individuals completed the report with thirty-one employees not submitting a COI report (2%).

**As per 2014 NSHE revised report guidelines, to avoid procedural duplication as required by the NCAA, Athletics Departments are able provide a short narrative of SPOC and COIs reflecting NSHE metrics.

Further Information on COI/COS Reporting

This process was designed for a high degree of transparency related to COI and COS within the organization. Individual COI and COS disclosures are part of each employee's personnel file. Further information about COI and COS can be found at: <http://research.unlv.edu/compliance/coi/> and <http://unlv.research.edu/coi/>.

Further information about the Outside Academic Affiliation disclosure and approval process may be found at <http://www.unlv.edu/assets/provost/policies-forms/Outside-Academic-AffiliationDec2012.pdf> and <http://www.unlv.edu/assets/provost/policies-forms/Outside-Academic-Affiliation11.28.docx>

**NSHE Scholarly and Professional Outside Compensated Services Report
Reporting Form for Universities and Desert Research Institute
(Form Revised April 2014)**

Institution: UNLV
Reporting Period: 2013 January 1, 2013 - December 31, 2013

Table 1

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 1-5).
2. Report aggregated number of Conflict of Interest (COI) reports (columns 6-8).

Administrative Unit	Scholarly and Professional Outside Compensated Services (SPOCS)					Conflict of Interest (COI)		
	1 # of Faculty/ Prostaff requesting SPOCS	2 Total # of Faculty/ Prostaff	3 % of Faculty/ Prostaff Requesting SPOCS	4 SPOCS Requests Reviewed at Level Higher than Supervisor	5 SPOCS Requests Approved with Management Plans	6 # Annual Disclosure Reports Submitted	7 % of Faculty/ Prostaff Submitting Annual Disclosure	8 # of COI with Management Plans
(AA) Provost	7	60	11.7%	7	0	60	100.0%	0
(AH) Allied Health Sciences, School of	17	40	42.5%	20	0	40	100.0%	0
(AR) Research & Economic Development	2	40 ¹	5.0%	3	0	39	97.5%	0
(AV) Advancement	10	55 ²	18.2%	10	0	54	98.2%	0
(BE) Business, School of	19	95	20.0%	19	0	94	98.9%	0
(DE) Dental Medicine, School of	27	81	33.3%	72	1	62	76.5%	1
(DI) Diversity Initiatives	0	4	0.0%	0	0	4	100.0%	0
(ED) Education, College of	31	91	34.1%	44	2	91	100.0%	2
(EE) Educational Outreach	3	23	13.0%	4	0	23	100.0%	0
(EG) Engineering, College of	18	92	19.6%	21	2	86	93.5%	2
(FI) Finance & Business	10	134 ^{2,4}	7.5%	10	2	131	97.8%	2
(FP) Fine Arts, College of	53	107	49.5%	173	3	104	97.2%	3
(GC) General Counsel	1	8	12.5%	0	0	8	100.0%	0
(GR) Graduate College	1	11 ³	9.1%	1	0	12	109.1%	0
(HN) Honors College	3	5	60.0%	7	0	5	100.0%	0
(HO) Hotel Admin, College of	24	65	36.9%	24	0	57	87.7%	0
(IT) Information Technology	10	73	13.7%	10	2	73	100.0%	0
(LA) Liberal Arts, College of	62	182	34.1%	95	0	180	98.9%	2
(LB) Library	8	59	13.6%	10	0	58	98.3%	0
(LW) Law, School of	26	68 ³	38.2%	51	1	69	101.5%	1
(NU) Nursing, School of	21	48	43.8%	21	0	47	97.9%	0
(PH) Community Health Sciences, School of	13	40	32.5%	132	0	40	100.0%	0
(PR) President's Office	3	15	20.0%	5	0	14	93.3%	0
(SL) Student Affairs	16	229 ³	7.0%	16	1	233	101.7%	1
(SM) Sciences, College of	24	189	12.7%	26	0	189	100.0%	0
(UA) Urban Affairs, College of	19	91 ⁴	20.9%	21	1	90	98.9%	1
(UC) Academic Success Center	3	16	18.8%	3	0	17	106.3%	0

* On a separate narrative, please describe in general the Conflicts of Interest (column 8) that were identified and how they were resolved.

¹ One employee was no longer employed when the annual disclosure was completed.

² All employees started but not all employees completed the annual disclosure.

³ Unit employees not required to submit requested the disclosure and submitted

⁴ Employee on FMLA while annual disclosure was being collected

**NSHE Scholarly and Professional Outside Compensated Services Report
Reporting Form for Universities and Desert Research Institute
(Form Revised April 2014)**

Table 2

Instructions:

Report the aggregate *number of requests* to perform compensated outside professional services (COPS) including funding sources and those that are research related. The number of requests (Column 1 of Table 2) should equal or exceed the number of faculty/professional staff requesting SPOCS (Column 1 of Table 1) as some individuals may have made multiple SPOCS requests.

Administrative Unit	1	Funding Sources (must equal column 1 figure)				
	# of SPOCS Requests**	Not Approved	Business	Academic Institution	Government	Other
(AA) Provost	7	0	0	5	1	2
(AH) Allied Health Sciences, School of	20	0	6	2	2	12
(AR) Research & Economic Development	3	0	3	0	0	0
(AV) Advancement	10	0	1	1	0	1
(BE) Business, School of	19	0	7	10	1	1
(DE) Dental Medicine, School of	72	0	25	31	8	8
(DI) Diversity Initiatives	0	0	0	0	0	0
(ED) Education, College of	44	0	9	27	1	4
(EE) Educational Outreach	4	0	0	4	0	0
(EG) Engineering, College of	21	0	12	4	0	1
(FI) Finance & Business	10	0	6	1	0	2
(FP) Fine Arts, College of	173	0	23	131	0	22
(GC) General Counsel	0	0	0	0	0	0
(GR) Graduate College	1	0	0	1	0	0
(HN) Honors College	7	0	3	3	0	0
(HO) Hotel Admin, College of	24	0	9	4	0	9
(IT) Information Technology	10	0	8	1	1	0
(LA) Liberal Arts, College of	95	0	5	71	3	13
(LB) Library	10	0	6	4	0	0
(LW) Law, School of	51	0	6	35	2	4
(NU) Nursing, School of	21	0	2	8	3	4
(PH) Community Health Sciences, School of	132	0	2	9	1	1
(PR) President's Office	5	0	0	1	0	0
(SL) Student Affairs	16	0	5	3	0	3
(SM) Sciences, College of	26	0	3	15	6	1
(UA) Urban Affairs, College of	21	0	5	8	1	2
(UC) Academic Success Center	3	0	0	0	0	2
Total	805	0	146	379	30	92

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.

Administrative Unit - Universities: College or Vice President Office

Administrative Unit - DRI: Division

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

Reporting for the purposes of this form does not include outside activities specifically allowed in contracts of athletic department employees.

** # of SPOCS Requests does not equal the sum of Business, Government, Academic, and Other requests because employees were allowed to enter more than one type for each request and several faculty and staff did not identify the type of entity or identified the entity as Research.

UNR

NSHE Scholarly and Professional Outside Compensated Services Report
Reporting Form for Universities and Desert Research Institute
(Form Revised April 2014)

Institution: University of Nevada, Reno
Reporting Period: January 1 - December 31, 2013

Table 1

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 1-5**).
2. Report aggregated number of Conflict of Interest (COI) reports (**columns 6-8**).

	Scholarly and Professional Outside Compensated Services (SPOCS)					Conflict of Interest (COI)		
	1	2	3	4	5	6	7	8
Administrative Unit	# of Faculty/ Prostaff requesting SPOCS	Total # of Faculty/ Prostaff	% of Faculty/ Prostaff Requesting SPOCS	SPOCS Requests Reviewed at Level Higher than Supervisor	SPOCS Requests Approved with Management Plans	# Annual Disclosure Reports Submitted	% of Faculty/ Prostaff Submitting Annual Disclosure	# of COI with Management Plans
Administration & Finance, VP		386	0%			237	61%	
Agriculture, Biotech & Natural Resources	6	187	3%	2		96	51%	1
Business, College of	12	188	6%	7		86	46%	1
Continuing Education		275	0%	4		57	21%	
Cooperative Extension	1	201	0%			108	54%	
Development & Alumni Relations								
	1	58	2%	1		43	74%	
Education, College of	12	250	5%	4		130	52%	
Engineering, College of	10	304	3%	7		163	54%	2
Health Sciences, College of	3	224	1%	2		98	44%	
Information Technology	3	87	3%	1		69	79%	
Intercollegiate Athletics		120	0%			38	32%	
Journalism, School of	2	45	4%	2		16	36%	
Liberal Arts, College of	8	636	1%	9		304	48%	
Libraries		87	0%			59	68%	
Medicine, School of	27	1044	3%	8		637	61%	4
President, Office of	1	46	2%			24	52%	
Provost, Office of	3	146	2%			70	48%	
Research and Innovation, VP	3	97	3%	1		69	71%	
Science, College of	6	549	1%	4		330	60%	1
Student Services, VP	2	281	1%	1		225	80%	
UNSOM Clinical Staff		467	0%			242	52%	

* On a separate narrative, please describe in general the Conflicts of Interest (column 8) that were identified and how they were resolved.

***Narrative for Column 8**

During the past year, the University monitored 9 Management Plans. Each faculty member's Dean/Chair assisted and guided the employee on University and NSHE policy. UNSOM faculty members' plans were monitored by the Senior Associate Dean for Research. The COI Committee received and accepted each Annual Report as sufficient information and monitoring of the plan by the Chair/Dean.

**NSHE Scholarly and Professional Outside Compensated Services Report
Reporting Form for Universities and Desert Research Institute
(Form Revised April 2014)**

Table 2

Instructions:

Report the aggregate *number of requests* to perform compensated outside professional services (COPS) including funding sources and those that are research related. The number of requests (Column 1 of Table 2) should equal or exceed the number of faculty/professional staff requesting SPOCS (Column 1 of Table 1) as some individuals may have made multiple SPOCS requests.

Administrative Unit	1	Funding Sources (must equal column 1 figure)				
	# of SPOCS Requests**	Not Approved	Business	Academic Institution	Government	Other
Administration & Finance, VP						
Agriculture, Biotech & Natural	6		5		1	
Business, College of	5		2	1	2	
Continuing Education						
Cooperative Extension	2		1	1		
Development & Alumni Relations						
	1		1			
Education, College of	10		1	8	1	
Engineering, College of	3		2	1		
Health Sciences, College of	3		2	1		
Information Technology	3		2		1	
Intercollegiate Athletics						
Journalism, School of	1		1			
Liberal Arts, College of	9		7	2		
Libraries	0					
Medicine, School of	19		9	1	2	7
President, Office of	2			1	1	
Provost, Office of	1			1		
Research and Innovation, VP	3		3			
Science, College of	5		3		2	
Student Services, VP	8		6	2		
UNSOM Clinical Staff						
Total	81	0	45	19	10	7

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.

Administrative Unit - Universities: College or Vice President Office

Administrative Unit - DRI: Division

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

Reporting for the purposes of this form does not include outside activities specifically allowed in contracts of athletic department employees.

** Number of SPOCS Requests (Column 1 of Table 2) does not equal or exceed the number of faculty/professional staff requesting SPOCS (Column 1 of Table 1) in all units due to faculty/professional staff combining multiple requests on one request form.

NSC

**NSHE Scholarly and Professional Outside Compensated Services Report
Reporting Form for Community Colleges and State College
(Form Revised April 2014)**

Institution: Nevada State College
Reporting Period: January 1 - December 31, 2013

Table 1

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).

	Scholarly and Professional Outside Compensated Services (SPOCS)			Conflict of Interest (COI)		
	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* with management plans
School of Education	0	13	0.00%	0	0	0
School of Nursing	5	14	35.71%	0	0	0
Department of Physical and Life Sciences	1	10	10.00%			
Department of Humanities	0	6	0.00%			
Department of Social Sciences	1	12	8.33%			

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

Table 2

Instructions:

Report the aggregate *number of requests* to perform compensated outside professional services (COPS) including funding sources and those that are research related. The number of requests (Column 1 of Table 2) should equal or exceed the number of faculty/professional staff requesting SPOCS (Column 1 of Table 1) as some individuals may have made multiple SPOCS requests.

Administrative Unit	1	Funding Sources (must equal column 1 figure)				
	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other
School of Education	0	0	0	0	0	0
School of Nursing	5	0	2	0	0	3
Department of Physical and Life Sciences	1	0	0	0	1	0
Department of Humanities	0	0	0	0	0	0
Department of Social Sciences	2	0	0	0	2	0
Total	8	0	2	0	3	3

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.

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
Reporting Form for Community Colleges and State College
(Form Revised April 2014)**

Institution: College of Southern Nevada
Reporting Period: January 1 - December 31, 2013

Table 1

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).

	Scholarly and Professional Outside Compensated Services (SPOCS)			Conflict of Interest (COI)		
	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* with management plans
Academic Affairs	103	350	29.50%			

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

Table 2

Instructions:

Report the aggregate *number of requests* to perform compensated outside professional services (COPS) including funding sources and those that are research related. The number of requests (Column 1 of Table 2) should equal or exceed the number of faculty/professional staff requesting SPOCS (Column 1 of Table 1) as some individuals may have made multiple SPOCS requests.

	1	Funding Sources (must equal column 1 figure)				
	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other
Administrative Unit						
Academic Affairs	103	0	0	103	0	0
Total	103	0	0	103	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.

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
Reporting Form for Community Colleges and State College
(Form Revised April 2014)**

Institution: Great Basin College
Reporting Period: January 1, 2013 - December 31, 2013

Table 1

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).

	Scholarly and Professional Outside Compensated Services (SPOCS)			Conflict of Interest (COI)		
	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* with management plans
GBC Academic and Administrative Staff	15	124	12.10%	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.

Table 2

Instructions:

Report the aggregate *number of requests* to perform compensated outside professional services (COPS) including funding sources and those that are research related. The number of requests (Column 1 of Table 2) should equal or exceed the number of faculty/professional staff requesting SPOCS (Column 1 of Table 1) as some individuals may have made multiple SPOCS requests.

Administrative Unit	1	Funding Sources (must equal column 1 figure)				
	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other
GBC Academic and Administrative Staff	15	0	10	5	0	0
Total	15	0	10	5	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.

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
Reporting Form for Community Colleges and State College
(Form Revised April 2014)**

Institution: Truckee Meadows Community College
Reporting Period: **January 1 - December 31, 2013**

Table 1

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).

	Scholarly and Professional Outside Compensated Services (SPOCS)			Conflict of Interest (COI)		
	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* with management plans
Academic Affairs	48	203	23.65%	8	0	0
Finance and Administration	1	35	2.86%	0	0	0
Presidents Office	3	18	16.67%	0	0	0
Student Services	2	40	5.00%	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.

Table 2

Instructions:

Report the aggregate *number of requests* to perform compensated outside professional services (COPS) including funding sources and those that are research related. The number of requests (Column 1 of Table 2) should equal or exceed the number of faculty/professional staff requesting SPOCS (Column 1 of Table 1) as some individuals may have made multiple SPOCS requests.

Administrative Unit	1	Funding Sources (must equal column 1 figure)				
	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other
Academic Affairs	48	0	19	14	4	11
Finance and Administration	1	0	0	0	0	1
Presidents Office	3	0	1	0	2	0
Student Services	2	0	0	1	0	1
Total	54	0	20	15	6	13

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.

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
Reporting Form for Community Colleges and State College
(Form Revised April 2014)**

Institution: Western Nevada College
Reporting Period: January 1, 2013 - December 31, 2013

Table 1

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).

	Scholarly and Professional Outside Compensated Services (SPOCS)			Conflict of Interest (COI)		
	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* with management plans
VP Academic and Student Affairs	3	108	2.78%	0		
President's Office	1	19	5.26%	0		

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

Table 2

Instructions:

Report the aggregate *number of requests* to perform compensated outside professional services (COPS) including funding sources and those that are research related. The number of requests (Column 1 of Table 2) should equal or exceed the number of faculty/professional staff requesting SPOCS (Column 1 of Table 1) as some individuals may have made multiple SPOCS requests.

Administrative Unit	1	Funding Sources (must equal column 1 figure)				
	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other
VP Academic and Student Affairs	3			2		1
President's Office	1		1			
Total	4	0	1	2	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.

Administrative Unit - Universities: College or Vice President Office

Administrative Unit - DRI: Division

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

DRI

**NSHE Scholarly and Professional Outside Compensated Services Report
Reporting Form for Universities and Desert Research Institute
(Form Revised April 2014)**

Institution: Desert Research Institute
Reporting Period: January 1, 2013 - Decemember 31, 2013

Table 1

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 1-5**).
2. Report aggregated number of Conflict of Interest (COI) reports (**columns 6-8**).

	Scholarly and Professional Outside Compensated Services (SPOCS)					Conflict of Interest (COI)		
	1	2	3	4	5	6	7	8
Administrative Unit	# of Faculty/Prostaff requesting SPOCS	Total # of Faculty/Prostaff	% of Faculty/Prostaff Requesting SPOCS	SPOCS Requests Reviewed at Level Higher than Supervisor	SPOCS Requests Approved with Management Plans	# Annual Disclosure Reports Submitted	% of Faculty/Prostaff Submitting Annual Disclosure	# of COI with Management Plans
Division of Hydrologic Sciences	0	51	0.00%	0	0	41	87%	0
Division of Atmospheric Sciences	1	58	1.72%	0	0	38	72%	2
Division of Earth and Ecosystem	0	38	0.00%	1	0	23	60%	1
Administration	0	72	0.00%	0	0	14	86%	0
Note: All Outside Compensated requests are reviewed by the VP for Research.								

* On a separate narrative, please describe in general the Conflicts of Interest (column 8) that were identified and how they were resolved.

Table 2

Instructions:

Report the aggregate *number of requests* to perform compensated outside professional services (COPS) including funding sources and those that are research related. The number of requests (Column 1 of Table 2) should equal or exceed the number of faculty/professional staff requesting SPOCS (Column 1 of Table 1) as some individuals may have made multiple SPOCS requests.

Administrative Unit	1	Funding Sources (must equal column 1 figure)				
	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other
Division of Hydrologic Sciences	0	0	0	0	0	0
Division of Atmospheric Sciences	1	0	1	0	0	0
Division of Earth and Ecosystem	0	0	0	0	0	0
Administration	0	0	0	0	0	0
Total	1	0	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 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.

Administrative Unit - Universities: College or Vice President Office

Administrative Unit - DRI: Division

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

Reporting for the purposes of this form does not include outside activities specifically allowed in contracts of athletic department employees.

Desert Research Institute

Narrative for Column 8

DRI administration and the Technology Transfer legal team worked with the DEES PI to establish a management plan for dealing with potential conflicts for the PI and his company he started with a colleague. The company does work related to the PI's research, but the company would like to retain the services of the PI as an employee of DRI and other personnel at DRI. The management plan is on file with the Technology Transfer office and the Sponsored Projects Office. There is the potential for more than \$10,000 in revenue from the company this year.

DRI administration established a management plan years ago that the DRI President with approval from BOR for a jointly owned company of two DRI employees to create the company that has licensed intellectual property. The company is entitled to fabricate, sell, lease and market the technology. There is a management plan in place to mitigate any potential conflicts of interest as they arise. There is the potential that there will be more than \$10,000 in revenue for the company from the IP.