



NSHE Scholarly and Professional Outside Compensated Services Report

July 2018

Prepared by the Office of Academic and
Student Affairs

NSHE Leadership

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Nevada System of Higher Education
Scholarly and Professional Outside Compensated Services Report
June 2018

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. A copy of the full policy is available under Appendix A.

UNLV

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

Institution: University of Nevada, Las Vegas (UNLV)
 Reporting Period: January 1-December 31, 2017

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	2	3	4	5	6	7	8
	# 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
Academic Success Center	1	26	3.85%	0	0	26	100.00%	0
Allied Health Sciences, School of	16	53	30.19%	1	0	53	100.00%	0
Athletics, Division of	19	113	16.81%	0	0	113	100.00%	0
Business School, Lee	17	104	16.35%	8	0	104	100.00%	0
Community Health Sciences, School of	10	59	16.95%	7	0	59	100.00%	0
Dental Medicine, School of	21	79	26.58%	8	0	79	100.00%	0
Education, College of	28	109	25.69%	4	0	109	100.00%	0
Educational Outreach, Division of	1	17	5.88%	0	0	17	100.00%	0
Engineering, Howard R. Hughes College of	20	109	18.35%	8	0	109	100.00%	0
Executive Vice President and Provost, Office of the	10	79	12.66%	3	1	79	100.00%	0
Finance and Business, Division of	5	108	4.63%	2	1	108	100.00%	0
Fine Arts, College of	37	128	28.91%	3	0	125	97.66%	0
Graduate College	1	19	5.26%	0	0	19	100.00%	0
Honors College	3	16	18.75%	1	0	16	100.00%	0
Hospitality, William F. Harrah College of	19	64	29.69%	3	0	64	100.00%	0
Information Technology, Division of	11	83	13.25%	5	1	83	100.00%	0
Integrated Marketing & Branding, Division of	3	25	12.00%	0	0	25	100.00%	0
Law, William S. Boyd School of	27	72	37.50%	14	0	72	100.00%	0
Liberal Arts, College of	58	208	27.88%	9	0	208	100.00%	0
Libraries, University	15	79	18.99%	5	0	79	100.00%	0
Medicine, UNLV School of	34	167	20.36%	15	8	167	100.00%	0
Nursing, School of	21	55	38.18%	3	1	55	100.00%	0
Philanthropy and Alumni Engagement, Division of	3	49	6.12%	0	0	49	100.00%	0
President, Office of the	5	28	17.86%	3	0	28	100.00%	0
Research and Economic Development, Division of	10	67	14.93%	8	0	67	100.00%	0
Sciences, College of	35	199	17.59%	2	0	198	99.50%	0
Student Affairs, Division of	20	274	7.30%	15	1	272	99.27%	0
Urban Affairs, Greenspun College of	28	100	28.00%	7	0	100	100.00%	0
Total	478	2489	19.20%	134	13	2483	99.76%	0

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

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
Academic Success Center	4	0	0	0	0	4
Allied Health Sciences, School of	33	0	3	16	2	12
Athletics, Division of	89	0	13	1	60	15
Business School, Lee	23	0	7	10	4	2
Community Health Sciences, School of	28	0	16	10	1	1
Dental Medicine, School of	123	0	59	45	0	19
Education, College of	32	1	3	23	1	4
Educational Outreach, Division of	1	0	0	0	0	1
Engineering, Howard R. Hughes College of	59	0	38	18	2	1
Executive Vice President and Provost, Office of the	29	0	2	27	0	0
Finance and Business, Division of	2	0	0	0	1	1
Fine Arts, College of	154	2	9	65	0	78
Graduate College	1	0	0	0	1	0
Honors College	4	0	0	4	0	0
Hospitality, William F. Harrah College of	33	3	12	15	0	3
Information Technology, Division of	24	0	7	1	1	15
Integrated Marketing & Branding, Division of	25	0	7	0	0	18
Law, William S. Boyd School of	66	0	9	51	4	2
Liberal Arts, College of	161	3	11	121	3	23
Libraries, University	29	0	6	8	1	14
Medicine, UNLV School of	80	0	24	45	2	9
Nursing, School of	25	0	4	11	0	10
Philanthropy and Alumni Engagement, Division of	4	0	1	0	0	3
President, Office of the	6	0	0	4	0	2
Research and Economic Development, Division of	25	2	9	6	2	6
Sciences, College of	52	3	3	32	8	6
Student Affairs, Division of	55	0	24	13	0	18
Urban Affairs, Greenspun College of	56	0	6	25	2	23
Total	1223	14	273	551	95	290

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.

UNLV
Results of Required Disclosures

With the exception of pre-approved compensated outside activities, the employee's supervisor reviewed and approved requests for outside compensation. Both the employee and the employee's supervisor received an electronic copy of their completed 2017 annual disclosure.

1. Number of Faculty Requesting SPOCS: UNLV's data in this column reflect pre-approved compensated outside activities as well as requested and approved compensated outside activities.
2. Total Number of Faculty/Prostaff: This is a listing of the total number of faculty/staff by unit.
3. Percent of Faculty/Prostaff Requesting SPOCS: This is the percentage of individuals per unit who have requested compensated outside activities.
4. Number of SPOCS Requests Reviewed at a Level Higher than the Employee's Supervisor: In 2017, pre-approved SPOCS were not reviewed prior to engaging in the outside activity. All other SPOCS were reviewed at a level higher than the employee's supervisor (e.g., Dean or Director).
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. In 2017, there were 13 SPOCS that were approved with a management plan.
6. Number of Annual COI Disclosure Reports Submitted: Annual disclosures for 2017 were required of employees by the end of March. Employees on extended leave account for some of the missing annual disclosures.
7. Percentage of Faculty/Prostaff Submitting the Annual Disclosure: This column represents the percentage of completed COI reports per unit.
8. Number of COIs with a Management Plan: As stated above, 13 SPOCS were approved with a management plan, which were created to modify the activity to prevent or address a conflict of interest. In each case, the conflict of interest was mitigated. As such, there were no COIs in 2017.

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, 2017

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	2	3	4	5	6	7	8
	# 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
Agriculture, Biotech & NR	1	82	1%	0	0	82	100%	1
College of Business	5	102	5%	0	0	99	97%	0
College of Education	10	87	11%	0	0	84	97%	0
College of Engineering	8	113	7%	0	0	113	100%	2
College of Liberal Arts	16	280	6%	0	0	279	100%	0
College of Science	6	211	3%	0	0	210	100%	1
Division of Health Sciences	1	4	25%	0	0	3	75%	0
Extended Studies	0	24	0%	0	0	24	100%	0
Financial Aid & Scholarships	0	19	0%	0	0	19	100%	0
Graduate School	0	4	0%	0	0	4	100%	0
Intercollegiate Athletics	0	98	0%	0	0	47	48%	0
Lawlor Events Center	0	1	0%	0	0	1	100%	0
NV Cooperative Extension	1	58	2%	0	0	54	93%	0
Nevada Humanities	0	3	0%	0	0	3	100%	0
Office of the Provost	1	46	2%	0	0	45	98%	0
Orvis School of Nursing	1	28	4%	0	0	27	96%	0
President's Office	0	30	0%	0	0	29	97%	0
Research & Innovation	6	71	8%	0	0	71	100%	0
Schl of Com. Health Sci	7	75	9%	0	0	75	100%	0
School of Journalism	0	23	0%	0	0	22	96%	0
School of Medicine	20	253	8%	0	0	247	98%	6
School of Social Work	2	18	11%	0	0	18	100%	0
University Libraries	0	48	0%	0	0	48	100%	0
VP Administration & Finance	1	95	1%	0	0	95	100%	0
VP Develop & Alumni Relations	0	48	0%	0	0	48	100%	0
VP Information Technology	1	73	1%	0	0	73	100%	0
VP Student Services	2	132	2%	0	0	132	100%	0
Total	89	2026	4%	0	0	1952	96%	10

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

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
Agriculture, Biotech & NR	1	0	1	0	0	0
College of Business	5	0	3	1	0	1
College of Education	18	0	4	9	0	5
College of Engineering	9	0	7	1	0	1
College of Liberal Arts	18	0	7	5	2	4
College of Science	7	0	5	1	0	1
Division of Health Sciences	2	0	1	0	0	1
Extended Studies	0	0	0	0	0	0
Financial Aid & Scholarships	0	0	0	0	0	0
Graduate School	0	0	0	0	0	0
Intercollegiate Athletics	0	0	0	0	0	0
Lawlor Events Center	0	0	0	0	0	0
NV Cooperative Extension	1	0	0	0	0	1
Nevada Humanities	0	0	0	0	0	0
Office of the Provost	1	0	0	0	1	0
Orvis School of Nursing	1	0	1	0	0	0
President's Office	0	0	0	0	0	0
Research & Innovation	7	0	5	2	0	0
Schl of Com. Health Sci	10	0	3	5	1	1
School of Journalism	0	0	0	0	0	0
School of Medicine	35	0	26	3	2	4
School of Social Work	2	0	2	0	0	0
University Libraries	0	0	0	0	0	0
VP Administration & Finance	1	0	1	0	0	0
VP Develop & Alumni Relations	0	0	0	0	0	0
VP Information Technology	1	0	1	0	0	0
VP Student Services	2	0	2	0	0	0
Total	121	0	69	27	6	19

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.

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.



NSHE Scholarly and Professional Outside Compensated Services Report

University of Nevada, Reno

Column 8 Narrative

<u>Administrative Unit</u>	<u>External Business</u>	<u>Nature of COI</u>	<u>Resolution</u>
School of Medicine	Biotechnology	Remuneration, equity interest, corporate officer, sponsored research	Management Plan
School of Medicine	Pharmaceutical	Equity interest, sponsored research	
School of Medicine	Biotechnology	Remuneration, equity interest, corporate officer, sponsored research	Management Plan
School of Medicine	Pharmaceutical	Remuneration, sponsored research	Management Plan
School of Medicine	Pharmaceutical	Remuneration, paid travel, sponsored research	Management Plan
School of Medicine	Pharmaceutical	Remuneration, equity interest, sponsored research	Management Plan
College of Engineering	Biotechnology	Corporate officer, equity interest, sponsored research	Management Plan
College of Engineering	Geothermal	Remuneration, sponsored research	Management Plan
College of Science	Mining	Remuneration, equity interest, IP income, paid travel, sponsored research	Management Plan
Ag, Biotech & NR	Biotechnology	Corporate officer, remuneration, equity interest, sponsored research	Management Plan

Management Plans address conflicts of commitment, use of University resources, disclosure requirements, invention disclosures and Intellectual Property, student/fellow/training involvement in research, independent review of research for bias, the employee's representation on behalf of the company, and recusal from deliberations related to the company. An Administrator is assigned to implement and monitor the Management Plan for compliance, and, if relevant, a student advocate is assigned to meet with students to ensure that student involvement in company-related research does not adversely affect their academic progress.

Sponsored Projects
 Ross Hall, Room 204
 University of Nevada, Reno/325
 Reno, Nevada 89557-0325
 (775) 784-4040 office
 (775) 784-6680 fax
www.unr.edu/ospa

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-December 31, 2017

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	2	3	4	5	6	7	8
	# 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	0	21	0.00%	0	0	21	100.00%	0
Division of Earth and Ecosystem Science	1	44	2.27%	1	1	44	100.00%	1
Division of Hydrologic Science	1	50	2.00%	0	0	50	100.00%	1
Division of Atmospheric Science	11	33	33.33%	10	3	33	100.00%	3
Total	13	148	8.78%	11	4	148	100.00%	5

* 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:

Division of Earth and Ecosystem Science: Faculty member and Administration have an Agreement in place (approved by DRI legal counsel)
 Division of Hydrologic Science: Faculty member has family member with stock in a company that has an Agreement in place (approved by DRI legal counsel)
 Division of Atmospheric Science: 3 Faculty members co-own a company created under the Technology Transfer office for equipment/ideas they generated at DRI.

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	0					
Division of Earth and Ecosystem Science	1		1			
Division of Hydrologic Science	1		1			
Division of Atmospheric Science	11		9	2		
Total	13	0	11	2	0	0

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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.

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, 2017

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).

Administrative Unit	Scholarly and Professional Outside Compensated Services (SPOCS)			Conflict of Interest (COI)		
	1	2	3	4	5	6
	# 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	2	11.5	17.4%			
School of Liberal Arts & Sciences	4	38	10.5%			
School of Nursing	7	25	28.0%			
Total	13	74.5	17.4%	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
School of Education	2	0	0	2	0	0
School of Liberal Arts & Sciences	4	0	2	1	0	1
School of Nursing	7	0	5	2	0	0
Total	13	0	7	5	0	1

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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.

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, 2017

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).

Administrative Unit	Scholarly and Professional Outside Compensated Services (SPOCS)			Conflict of Interest (COI)		
	1	2	3	4	5	6
	# 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	108	538	20.07%			
Total	108	538	20.07%	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	108			108		
Total	108	0	0	108	0	0

Definitions:

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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-December 31, 2017

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).

Administrative Unit	Scholarly and Professional Outside Compensated Services (SPOCS)			Conflict of Interest (COI)		
	1	2	3	4	5	6
	# 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	7	130	5.38%			
Total	7	130	5.38%	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	7	0	6	1	0	0
Total	7	0	6	1	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, 2017

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	15	211	7.11%	0	0	0
Finance and Administrative Services	0	33	0.00%	0	0	0
President Office	0	21	0.00%	0	0	0
Student Services	2	58	3.45%	0	0	0
Total	17	323	5.26%	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	15	0	3	6	0	6
Finance and Administrative Services	0	0	0	0	0	0
President Office	0	0	0	0	0	0
Student Services	2	0	1	1	0	0
Total	17	0	4	7	0	6

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-December 31, 2017

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
PRESIDENT'S OFFICE	1	16	6.25%			
ACADEMIC & STUDENT AFFAIRS	5	94	5.32%			
ADMINISTRATIVE & LEGAL SERVICES	0	13	0.00%			
Total	6	123	4.88%	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
PRESIDENT'S OFFICE	1		1			
ACADEMIC & STUDENT AFFAIRS	5		1	4		
ADMINISTRATIVE & LEGAL SERVICES	0					
Total	6	0	2	4	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.

APPENDIX A

Board of Regents *Handbook*

Title 4, Chapter 3, Section 9

Section 9. 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 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. Except as otherwise provided in this section, full-time faculty members engaged in providing compensated outside professional or scholarly service shall provide advance notification and request approval 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. of the Code.

Institutions may establish an expedited pre-approval process for notification of certain compensated outside professional or scholarly activities that are for a short-period, determined to be routine or standard, and compensated at \$3,000 or less per activity. Such services must be identified within the written pre-approval process established by the institution and may include activities such as service on a national panel, speaking engagements as allowed by the institution, and reviewing manuscripts.

8. When a supervisor believes that a faculty member's consulting activities conflict with the faculty member's obligations to the institution or other obligations of the institution, 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 report outside compensated services in a timely manner and to certify the accuracy of the disclosures. Failure to disclose outside compensated services in a timely and accurate manner constitutes a basis for disciplinary action under Title 2, Chapter 6 of the Code. 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.

Board of Regents *Handbook*

Title 4, Chapter 11, Section 12

Section 12. Compensated Outside Professional Services

(For NSHE General Policy, See Title 4, 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.
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.480 and 281A.500-281A.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 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. Except as otherwise provided in this section a full-time faculty member engaged in providing compensated outside professional service shall provide advance notification and request approval in writing to his or her supervisor, i.e., 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. of the Code.

DRI may establish an expedited pre-approval process for notification of certain compensated outside professional or scholarly activities that are for a short-period, determined to be routine or standard, and compensated at \$3,000 or less per activity. Such services must be identified within the written pre-approval process established by DRI and may include activities such as service on a national panel, speaking engagements as allowed by the institution, and reviewing manuscripts.

8. When a supervisor believes that a faculty member's consulting activities conflict with the faculty member's obligations to the institution or other obligations of the institution, 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 the 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.
9. Any faculty member performing outside professional service shall inform those who engage him or her that the faculty member is 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 report outside compensated services in a timely manner and to certify the accuracy of the disclosures. Failure to disclose outside compensated services in a timely and accurate manner constitutes a basis for disciplinary action under Title 2, Chapter 6 of the Code. 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, as 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.