



NSHE Scholarly and Professional Outside Compensated Services Report

July 2020

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
July 2020

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
Reporting Period: January 1- December 31, 2019

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	4	29	13.79	0	0	29	100.00	0
Athletics, Division of	16	126	12.70	2	0	122	96.83	0
Business Affairs, Division of	6	139	4.32	1	1	139	100.00	0
Business School, Lee	23	104	22.12	8	0	104	100.00	0
Dental Medicine, School of	16	61	26.23	11	0	61	100.00	0
Education, College of	29	122	23.77	6	0	122	100.00	0
Educational Outreach, Division of	0	20	0.00	0	0	20	100.00	0
Engineering, Howard R. Hughes College of	22	105	20.95	15	5	105	100.00	0
Executive Vice President and Provost, Office of the	10	94	10.64	5	0	94	100.00	0
Fine Arts, College of	37	133	27.82	10	0	133	100.00	0
Graduate College	2	20	10.00	0	0	20	100.00	0
Honors College	3	17	17.65	0	0	17	100.00	0
Hospitality, William F. Harrah College of	11	68	16.18	2	0	68	100.00	0
Information Technology, Office of	6	102	5.88	3	1	102	100.00	0
Integrated Health Sciences, School of	19	67	28.36	9	0	67	100.00	0
Integrated Marketing & Branding, Division of	2	23	8.70	0	0	23	100.00	0
Law, William S. Boyd School of	27	75	36.00	18	1	75	100.00	0
Liberal Arts, College of	59	210	28.10	25	6	210	100.00	0
Libraries, University	13	80	16.25	6	0	80	100.00	0
Medicine, UNLV School of	27	164	16.46	23	8	164	100.00	0
Nursing, School of	17	61	27.87	2	0	61	100.00	0
Philanthropy and Alumni Engagement, Division of	2	51	3.92	0	0	51	100.00	0
Police Services	1	9	11.11	30	0	9	100.00	0
President, Office of the	2	31	6.45	0	0	31	100.00	0
Public Health, School of	17	58	29.31	13	2	58	100.00	0
Research and Economic Development, Division of	10	73	13.70	14	3	72	98.63	0
Sciences, College of	37	212	17.45	3	0	211	99.53	0
Student Affairs, Division of	20	257	7.78	16	0	257	100.00	0
Urban Affairs, Greenspun College of	28	102	27.45	24	8	102	100.00	0
Total	466	2613	17.83%	246	35	2607	99.77%	0

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

* 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 # of SPOCS Requests	Funding Sources (must equal column 1 figure)				
		Not Approved	Business	Academic Institution	Government	Other
Academic Success Center	6	0	0	3	0	3
Athletics, Division of	27	0	15	0	0	12
Business Affairs, Division of	4	0	1	2	1	0
Business School, Lee	57	0	36	17	2	2
Dental Medicine, School of	54	4	4	25	4	17
Education, College of	33	3	5	21	1	3
Educational Outreach, Division of	0	0	0	0	0	0
Engineering, Howard R. Hughes College of	52	4	5	25	11	7
Executive Vice President and Provost, Office of the	12	0	3	8	1	0
Fine Arts, College of	199	2	7	88	0	102
Graduate College	2	0	0	2	0	0
Honors College	3	0	0	3	0	0
Hospitality, William F. Harrah College of	32	1	18	13	0	0
Information Technology, Office of	9	0	4	1	0	4
Integrated Health Sciences, School of	39	0	3	33	1	2
Integrated Marketing & Branding, Division of	44	0	4	0	0	40
Law, William S. Boyd School of	84	0	17	50	5	12
Liberal Arts, College of	114	1	6	86	6	15
Libraries, University	23	0	5	9	1	8
Medicine, UNLV School of	72	0	9	53	1	9
Nursing, School of	71	0	51	6	1	13
Philanthropy and Alumni Engagement, Division of	6	0	0	0	0	6
Police Services	30	0	0	0	0	30
President, Office of the	2	0	0	1	0	1
Public Health, School of	28	1	4	14	4	5
Research and Economic Development, Division of	30	0	15	7	6	2
Sciences, College of	52	0	7	29	13	3
Student Affairs, Division of	48	0	5	15	0	28
Urban Affairs, Greenspun College of	57	0	5	25	11	16
Total	1190	16	229	536	69	340

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.

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 2019 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 2019, 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 2019, there were 35 SPOCS that were approved with a management plan.
6. Number of Annual COI Disclosure Reports Submitted: Annual disclosures for 2019 were required of employees by the end of March.
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, 35 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 2019.

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, 2019

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
<i>College of Ag, Biotechnology & Natural Resources</i>	4	158	2.5%	0	0	158	100.0%	0
<i>College of Business</i>	4	105	3.8%	0	0	105	100.0%	0
<i>College of Education</i>	6	92	6.5%	0	0	92	100.0%	0
<i>College of Engineering</i>	6	133	4.5%	0	0	132	99.2%	0
<i>College of Liberal Arts</i>	6	267	2.2%	0	0	267	100.0%	0
<i>College of Science</i>	26	254	10.2%	9	8	253	99.6%	10
<i>Division of Health Sciences</i>	1	3	33.3%	0	0	3	100.0%	0
<i>Extended Studies</i>	0	24	0.0%	0	0	24	100.0%	0
<i>Graduate School</i>	0	5	0.0%	0	0	5	100.0%	0
<i>Intercollegiate Athletics</i>	0	93	0.0%	0	0	49	52.7%	0
<i>Lawlor Events Center</i>	0	1	0.0%	0	0	0	0.0%	0
<i>Nevada Humanities</i>	0	3	0.0%	0	0	3	100.0%	0
<i>Office of the Provost</i>	0	41	0.0%	0	0	41	100.0%	0
<i>Orvis School of Nursing</i>	1	34	2.9%	0	0	33	97.1%	0
<i>President's Office</i>	1	34	2.9%	0	0	34	100.0%	0
<i>Research & Innovation</i>	6	76	7.9%	1	0	76	100.0%	1
<i>Schl of Community Health Sci</i>	7	100	7.0%	0	0	99	99.0%	0
<i>School of Journalism</i>	5	36	13.9%	0	0	35	97.2%	0
<i>School of Medicine</i>	24	294	8.2%	1	1	293	99.7%	7
<i>School of Social Work</i>	1	17	5.9%	0	0	17	100.0%	0
<i>University Libraries</i>	1	45	2.2%	0	0	45	100.0%	0
<i>VP Administration & Finance</i>	1	98	1.0%	0	0	97	99.0%	0
<i>VP Develop & Alumni Relations</i>	1	48	2.1%	0	0	48	100.0%	0
<i>VP Information Technology</i>	0	61	0.0%	0	0	61	100.0%	0
<i>VP Student Services</i>	8	154	5.2%	0	0	154	100.0%	0
Total	109	2176		11	9	2124	97.6%	18

* 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
<i>College of Ag, Biotechnology & Natural Resources</i>	4	0	2	0	1	1
<i>College of Business</i>	6	0	2	3	0	1
<i>College of Education</i>	9	0	3	4	0	2
<i>College of Engineering</i>	7	0	2	2	2	1
<i>College of Liberal Arts</i>	7	0	4	1	1	1
<i>College of Science</i>	30	0	21	6	3	0
<i>Division of Health Sciences</i>	1	0	1	0	0	0
<i>Extended Studies</i>	0	0	0	0	0	0
<i>Graduate School</i>	0	0	0	0	0	0
<i>Intercollegiate Athletics</i>	0	0	0	0	0	0
<i>Lawlor Events Center</i>	0	0	0	0	0	0
<i>Nevada Humanities</i>	0	0	0	0	0	0
<i>Office of the Provost</i>	0	0	0	0	0	0
<i>Orvis School of Nursing</i>	2	0	2	0	0	0
<i>President's Office</i>	1	0	1	0	0	0
<i>Research & Innovation</i>	8	0	4	2	0	2
<i>Schl of Community Health Sci</i>	10	0	5	3	1	1
<i>School of Journalism</i>	7	0	3	0	1	3
<i>School of Medicine</i>	31	0	25	1	0	5
<i>School of Social Work</i>	1	0	1	0	0	0
<i>University Libraries</i>	1	0	1	0	0	0
<i>VP Administration & Finance</i>	1	0	1	0	0	0
<i>VP Develop & Alumni Relations</i>	1	0	0	0	0	1
<i>VP Information Technology</i>	0	0	0	0	0	0
<i>VP Student Services</i>	10	0	7	2	0	1
Total	137	0	85	24	9	19

137

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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.

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NSHE Compensated Outside Professional and Scholarly Services Report - 2019
University of Nevada, Reno
Column 8 Narratives

Administrative Unit	External Business Type	Nature of COI	Resolution
College of Science	Consulting	Faculty member's company hires students who are under his supervision at UNR	Management plan
College of Science	Mining	Faculty member has equity interest in a company that funds his research; grad student under faculty member's supervision works on this research	Management plan
College of Science	Communications	Equity interest in and consulting income from a start-up company that licenses IP from UNR and is related to employee's UNR responsibilities	Management plan
College of Science	Communications	Equity interest in and consulting income from a start-up company that licenses IP from UNR and is related to employee's UNR responsibilities	Management plan
College of Science	Communications	Equity interest in and consulting income from a start-up company that licenses IP from UNR and is related to employee's UNR responsibilities	Management plan
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College of Science	Communications	Equity interest in and consulting income from a start-up company that licenses IP from UNR and is related to employee's UNR responsibilities	Management plan
College of Science	Communications	Equity interest in and consulting income from a start-up company that licenses IP from UNR and is related to employee's UNR responsibilities	Management plan
College of Science	Consulting	Company that the faculty member consults for also hires students under his supervision at UNR	Management plan
College of Science	Software	Faculty member receives royalty income from sales of software that he uses in his UNR research and classes	Management plan

College of Science	Educational Software	Equity interest in a company whose products are sold to NSHE institutions and other State of Nevada agencies, and the faculty member uses the company's products in his UNR classes	Management plan
School of Medicine	Biotechnology	Equity interest and consulting income from a start-up company that funds faculty member's research	Management plan
School of Medicine	Biotechnology	Equity interest and consulting income from a start-up company that funds faculty member's research	Management plan
School of Medicine	Biotechnology	Equity interest and consulting income from a start-up company that funds faculty member's research	Management plan
School of Medicine	Biopharmaceutical	Equity interest and consulting income from a start-up company that funds faculty member's research	Management plan
School of Medicine	Biopharmaceutical	Equity interest and consulting income from a start-up company that funds faculty member's research.	Management plan
School of Medicine	Biomedical	Equity interest and consulting income from a start-up company that funds faculty member's research	Management plan
School of Medicine	Biomedical	Consulting income for work that is related to faculty member's responsibilities at UNR	Management plan
VP, Research & Innovation	Consulting	Faculty member's position at UNR puts him in a position to steer UNR clients to spouse's business	Management plan

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, 2019

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	0	37	0%	0	0	37	100%	0
Division of Earth and Ecosystem	1	48	2.08%	1	0	48	100%	0
Division of Hydrologic Science	2	57	3.50%	2	1	57	100%	0
Division of Atmospheric Science	4	39	10.25%	4	3	39	100%	0
Office of Education	1	7	14.28%	1	0	7	100%	0
Total	8	188	6.02%	8	4	188	100%	0

* 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
Administration	0					
Division of Earth and Ecosystem	1		1			
Division of Hydrologic Science	2		2			
Division of Atmospheric Science	4		4			
Office of Education	1		1			
Total	8	0	8	0	0	0

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Administrative Unit - DRI: Division

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

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NSC

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, 2019

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
PRESIDENT'S OFFICE	0	7	0.00%			
INSTRUCTION AND INSTITUTIONAL EFFECTIVENESS	18	70	25.71%			
ENROLLMENT AND STUDENT SUCCESS	2	27	7.41%			
FINANCE	0	4	0.00%			
ADMINISTRATIVE AND LEGAL SERVICES	1	19	5.26%			
Total	21	127	16.54%	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	0					
INSTRUCTION AND INSTITUTIONAL EFFECTIVENESS	22		12	6	2	2
ENROLLMENT AND STUDENT SUCCESS	2		1	1		
FINANCE	0					
ADMINISTRATIVE AND LEGAL SERVICES	3		3			
Total	27	0	16	7	2	2

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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.

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, 2019

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
<i>Sciences and Math</i>	11	101				
<i>Advanced and Applied Technologies</i>	13	79				
<i>School of Business, Hospitality & Public Se</i>	22	54				
<i>School of Health Sciences</i>	21	77				
<i>Arts and Letters</i>	12	58				
<i>Vice President of Academic Affairs Office</i>	0	3				
<i>School of Education, Behavior and Social S</i>	0	77				
Total	79	449	17.59%	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.

	1	Funding Sources (must equal column 1 figure)				
	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other
Administrative Unit						
<i>Sciences and Math</i>	11					
<i>Advanced and Applied Technologies</i>	13					
<i>School of Business, Hospitality & Public Se</i>	22					
<i>School of Health Sciences</i>	21					
<i>Arts and Letters</i>	12					
<i>Vice President of Academic Affairs Office</i>	0					
<i>School of Education, Behavior and Social S</i>	0					
Total	79	0	0	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.

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, 2019

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	12	146	8.21%			
Total	12	146	8.21%	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.

	1	Funding Sources (must equal column 1 figure)				
	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other
Administrative Unit						
GBC Academic and Administrative Staff	12	0	6	6	0	0
Total	12	0	6	6	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.

**SPOCS
2019**

	Name	Activity	Academic	Business
1	Amber Donnelly	Walden/Capella	1	
2	Denise Padilla	2 week Literary course	1	
3	George Kleeb	Farm Service Agency Financial Management	1	
4	Heidi Johnston	Touro University & NNRH		1
5	Jonathan Foster	Book sales	1	
6	Karl Stevens	Sierra NV College develop online courses		1
7	Kathy Schwandt	Graphic Design		1
8	Malia Keep		1	
9	Sarah Carone	Children Cabinet Training	1	
10	Tami Mette	Safety First		1
11	Tom Cunningham	Event Directions		1
12	Scott Nielsen	Tax preparation		1
13			6	6
14		Total		12
15				
16				
17				
18				
19				
20				

TMCC

NSHE Scholarly and Professional Outside Compensated Services Report

Institution: Truckee Meadows Community College
Reporting Period: January 1-December 31, 2019

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	12	221	5.43%	0	0	0
Finance and Administrative Services	1	38	2.63%	0	0	0
President Office	1	25	4.00%	0	0	0
Student Services	1	64	1.56%	0	0	0
Total	15	348	4.31%	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.

	1	Funding Sources (must equal column 1 figure)				
	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other
Academic Affairs	12	0	8	2		2
Finance and Administrative Services	1	0	1			
President Office	1	0		1		
Student Services	1	0		1		
Total	15	0	9	4	0	2

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, 2019

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
<i>PRESIDENT'S OFFICE</i>	0	7	0.00%			
<i>INSTRUCTION AND INSTITUTIONAL EFFECTIVENESS</i>	18	70	25.71%			
<i>ENROLLMENT AND STUDENT SUCCESS</i>	2	27	7.41%			
<i>FINANCE</i>	0	4	0.00%			
<i>ADMINISTRATIVE AND LEGAL SERVICES</i>	1	19	5.26%			
Total	21	127	16.54%	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
<i>PRESIDENT'S OFFICE</i>	0					
<i>INSTRUCTION AND INSTITUTIONAL EFFECTIVENESS</i>	22		12	6	2	2
<i>ENROLLMENT AND STUDENT SUCCESS</i>	2		1	1		
<i>FINANCE</i>	0					
<i>ADMINISTRATIVE AND LEGAL SERVICES</i>	3		3			
Total	27	0	16	7	2	2

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.

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.