

NSHE Scholarly and Professional Outside Compensated Services Report

August 2026

**Prepared by the Department of
Academic and Student Affairs**



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Scholarly and Professional Outside Compensated Services Report

August 2026

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

University of Nevada, Las Vegas

January 1 – December 31, 2025

Administrative Unit	# of Faculty Requesting SPOCS	Total # of Faculty	% of Faculty Requesting SPOCS	Requests Reviewed at a Higher Level than Supervisor	Requests Approved with Management Plans	COI # Annual Disclosure Reports Submitted	COI % of Faculty Submitting Annual Disclosure	COI # with Management Plans
Athletics, Division of	9	138	7%	6	1	129	93%	0
Business Affairs, Division of	2	134	1%	2	0	134	100%	0
Business School, Lee	19	123	15%	18	4	122	99%	0
Dental Medicine, School of	9	65	14%	16	5	64	98%	0
Economic Development, Office of	0	13	0%	0	0	13	100%	0
Education, College of	16	155	10%	9	0	152	98%	0
Engineering, Howard R. Hughes College of	16	98	16%	12	1	94	96%	1
Executive Vice President and Provost, Office of the	16	262	6%	26	7	262	100%	0
Fine Arts, College of	34	168	20%	21	3	161	96%	0
Government and Community Engagement, Office of	0	5	0%	0	0	5	100%	0
Graduate College	0	16	0%	0	0	16	100%	0
Honors College	2	20	10%	2	1	20	100%	0
Hospitality, William F. Harrah College of	13	73	18%	9	0	71	97%	1
Human Resources, Office of	1	44	2%	1	0	44	100%	0
Information Technology, Office of	6	139	4%	3	1	139	100%	0
Integrated Health Sciences, School of	15	68	22%	12	2	68	100%	0
Integrated Marketing & Branding, Division of	1	29	3%	0	0	29	100%	0
Law, William S. Boyd School of	22	78	28%	20	1	78	100%	0
Liberal Arts, College of	43	236	18%	20	2	228	97%	2
Libraries, University	10	86	12%	5	0	86	100%	0
Medicine, Kirk Kerkorian School of	35	271	13%	40	10	263	97%	1
Nursing, School of	18	70	26%	11	2	70	100%	0
Philanthropy and Alumni Engagement, Division of	2	59	3%	9	0	58	98%	0
Police Department, University	2	10	20%	2	1	10	100%	0
President, Office of the	4	36	11%	5	1	36	100%	0
Public Health, School of	8	75	11%	5	0	72	96%	0
Research, Division of	6	67	9%	11	0	67	100%	0
Sciences, College of	26	259	10%	10	2	252	97%	2

Student Affairs, Division of	11	200	6%	19	3	199	100%	0
Urban Affairs, Greenspun College of	22	96	23%	12	5	94	98%	0
Total	368	3093	12%	306	52	3036	98%	7

Administrative Unit	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other
Athletics, Division of	12	0	5	0	0	7
Business Affairs, Division of	2	0	1	0	0	1
Business School, Lee	32	0	6	19	4	3
Dental Medicine, School of	28	0	6	6	0	16
Economic Development, Office of	0	0	0	0	0	0
Education, College of	24	1	8	11	1	3
Engineering, Howard R. Hughes College of	34	3	7	21	3	0
Executive Vice President and Provost, Office of the	31	1	10	19	0	1
Fine Arts, College of	108	1	17	57	1	32
Government and Community Engagement, Office of	0	0	0	0	0	0
Graduate College	0	0	0	0	0	0
Honors College	7	3	0	4	0	0
Hospitality, William F. Harrah College of	25	0	19	4	0	2
Human Resources, Office of	1	0	0	1	0	0
Information Technology, Office of	6	0	3	2	0	1
Integrated Health Sciences, School of	26	2	5	11	3	5
Integrated Marketing & Branding, Division of	1	0	1	0	0	0
Law, William S. Boyd School of	44	1	18	18	4	3
Liberal Arts, College of	76	2	9	48	13	4
Libraries, University	14	0	3	6	1	4
Medicine, Kirk Kerkorian School of	81	0	36	27	6	12
Nursing, School of	22	1	9	5	1	6
Philanthropy and Alumni Engagement, Division of	9	0	1	8	0	0
Police Department, University	6	0	3	0	3	0
President, Office of the	5	0	3	1	0	1
Public Health, School of	14	1	4	6	1	2
Research, Division of	17	0	9	6	1	1
Sciences, College of	37	4	5	22	6	0
Student Affairs, Division of	29	4	9	13	0	3
Urban Affairs, Greenspun College of	49	0	13	15	3	18
Total	740	24	210	330	51	125

Definitions:

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

Scholarly or Professional Outside Compensated Services (SPOCS) means any outside scholarly or professional service by a faculty or professional staff member within his/her subject matter field or 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 – Colleges: Vice President's Office reporting more than two SPOCS



Required Disclosures for the Scholarly and Professional Outside Compensated Services (SPOCS) Report, 2025

In accordance with the NSHE Handbook, Title 4, Chapter 3, Section 9.15, the University of Nevada, Las Vegas hereby submits our annual report of Scholarly and Professional Outside Compensated Services. With the exception of select compensated professional and scholarly activities that do not require prior approval, all requests for outside compensated services require the employee's supervisor's review and approval, and some require higher level review. The employee and the employee's supervisor receive an electronic copy of their completed annual disclosure and the data is stored centrally through Faculty Affairs in the Office of the Executive Vice President and Provost. In alignment with the NSHE reporting spreadsheet, our data definitions are below, along with summary statistics reflecting our 2025 data.

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. Our total number of faculty requesting SPOCS in 2025 was 368 (12%).
2. **Total Number of Faculty:** This is a listing of the total number of faculty by unit. Our total number of faculty in 2025 was 3093.
3. **Percent of Faculty Requesting SPOCS:** This is the percentage of individuals per unit who have requested compensated outside activities. In 2025, 12% of faculty requested SPOCS.
4. **Number of SPOCS Requests Reviewed at a Level Higher than the Employee's Supervisor:** In 2025, 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). The total number of SPOCS Requests Reviewed at a higher level than the employee's supervisor in 2025 was 306 (83% of total SPOCS requests).
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 2025, there were 52 (14%) of SPOCS requests that were approved with a management plan.
6. **Number of Annual COI Disclosure Reports Submitted:** Annual disclosures for 2025 were required of employees by the end of April. Our total number of COI Disclosure Reports Submitted in 2025 was 3036.
7. **Percentage of Faculty Submitting the Annual Disclosure:** This column represents the percentage of completed COI reports per unit. In 2025, 98% of faculty submitted the Annual Disclosure.
8. **Number of COIs with a Management Plan:** In 2025, there were 7 COIs with management plans, which is less than 1% of total COI Disclosure Reports submitted.

In collaboration with the Division of Research, this year the Office of Faculty Affairs revised the COI annual disclosure form to improve a set of preliminary screening questions to help simplify the review process. Definitions were provided or updated on both the outside compensated activity and the annual COI disclosure forms to better inform respondents and reviewers. These modifications to our COI reporting and pre-approval for outside compensated activities forms clarified and streamlined the process to help ensure more robust reporting and review.

UNR

NSHE Scholarly and Professional Outside Compensated Services Report

University of Nevada, Reno

January 1 – December 31, 2025

Administrative Unit	# of Faculty Requesting SPOCS	Total # of Faculty	% of Faculty Requesting SPOCS	Requests Reviewed at a Higher Level than Supervisor	Requests Approved with Management Plans	COI # Annual Disclosure Reports Submitted	COI % of Faculty Submitting Annual Disclosure	COI # with Management Plans
VP University Advancement	1	43	2%	0	0	43	100%	0
College of Business	12	119	10%	0	0	119	100%	0
School of Journalism	1	37	3%	0	0	37	100%	0
President's Office	4	48	8%	0	0	48	100%	0
VP Administration and Finance	1	111	1%	0	0	111	100%	0
College of Liberal Arts	16	248	6%	0	0	248	100%	0
Lawlor Events Center	0	2	0%	0	0	2	100%	0
College of Agriculture, Biotechnology and Natural Resources**	9	205	4%	0	0	205	100%	0
School of Medicine	31	241	13%	0	10	241	100%	10
VP Student Services	8	101	8%	0	0	101	100%	0
Research and Innovation	7	87	8%	0	0	87	100%	0
Graduate School	0	7	0%	0	0	7	100%	0
VP Information Technology	1	56	2%	0	0	56	100%	0
University Libraries	5	52	10%	0	0	52	100%	0
College of Engineering	13	135	10%	0	0	135	100%	0
College of Education & Human Development	14	105	13%	0	0	105	100%	0
Intercollegiate Athletics	2	109	2%	0	0	109	100%	0
Office of The Provost	5	151	3%	0	0	151	100%	0
College of Science	20	280	7%	0	1	280	100%	1
Nevada Humanities	0	3	0%	0	0	3	100%	0
Extended Studies	0	3	0%	0	0	3	100%	0
Orvis School of Nursing	8	39	21%	0	0	39	100%	0
School of Public Health	16	159	10%	0	0	159	100%	0
School of Social Work	5	27	19%	0	0	27	100%	0
Honors College	1	8	13%	0	0	8	100%	0
Total	180	2376	8%	0	11	2376	100%	11

Administrative Unit	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other
VP University Advancement	1	0	0	0	0	1
College of Business	14	0	8	3	0	3
School of Journalism	1	0	1	0	0	0
President's Office	4	0	4	0	0	0
VP Administration and Finance	1	0	1	0	0	0
College of Liberal Arts	22	0	9	5	1	7
Lawlor Events Center	0	0	0	0	0	0
College of Agriculture, Biotechnology and Natural Resources**	10	0	6	2	0	2
School of Medicine	43	1	31	4	1	7
VP Student Services	9	0	6	0	0	3
Research and Innovation	12	0	8	3	0	1
Graduate School	0	0	0	0	0	0
VP Information Technology	1	0	0	1	0	0
University Libraries	9	0	2	1	0	6
College of Engineering	17	0	11	4	2	0
College of Education & Human Development	22	0	10	4	6	2
Intercollegiate Athletics	2	0	2	0	0	0
Office of The Provost	6	0	6	0	0	0
College of Science	26	0	17	5	2	2
Nevada Humanities	0	0	0	0	0	0
Extended Studies	0	0	0	0	0	0
Orvis School of Nursing	16	0	10	0	2	4
School of Public Health	23	1	8	12	1	2
School of Social Work	6	0	4	1	0	1
Honors College	1	0	0	0	0	1
Total	246	2	144	45	15	42

Definitions:

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Scholarly or Professional Outside Compensated Services (SPOCS) means any outside scholarly or professional service by a faculty or professional staff member within his/her subject matter field or 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 – Colleges: Vice President's Office reporting more than two SPOCS

DRI

NSHE Scholarly and Professional Outside Compensated Services Report

Desert Research Institute

January 1 – December 31, 2025

Administrative Unit	# of Faculty Requesting SPOCS	Total # of Faculty	% of Faculty Requesting SPOCS	Requests Reviewed at a Higher Level than Supervisor	Requests Approved with Management Plans	COI # Annual Disclosure Reports Submitted	COI % of Faculty Submitting Annual Disclosure	COI # with Management Plans
Atmospheric Sciences, Division of	8	53	15%		4	49	92%	4
Hydrologic Sciences, Division of	11	68	16			64	94%	
Earth and Ecosystem Sciences, Division of	14	55	25%		1	52	95%	1
Administration	13	46	28		1	42	91%	1
Total	46	222	21%	0	6	207	93%	6

Administrative Unit	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other
Atmospheric Sciences, Division of	8		6	2		1
Hydrologic Sciences, Division of	11		5	1	2	8
Earth and Ecosystem Sciences, Division of	14		15	2	1	7
Administration	13		9	1	1	4
Total	46	0	35	6	4	20

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Administrative Unit – Universities: College or Vice President Office

Administrative Unit – DRI: Division

Administrative – Colleges: Vice President's Office reporting more than two SPOCS

NSU

NSHE Scholarly and Professional Outside Compensated Services Report

Nevada State University

January 1 – December 31, 2025

Administrative Unit	SPOCS # of Faculty Requesting SPOCS	SPOCS Total # of Faculty	SPOCS % of Faculty Requesting SPOCS	# of COI Reports Submitted	# of COI Reviewed at a Level Higher than the Supervisor	# of actual COI with Management Plans
School of Education	1	26	4%	0	0	0
School of Liberal Arts, Sciences, and Business	6	75	8%	0	0	0
School of Nursing	15	32	47%	0	0	0
University Library	2	5	40%	0	0	0
Total	24	138	17%	0	0	0

Administrative Unit	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other
School of Education	2		1	1		
School of Liberal Arts, Sciences, and Business	8		5	1	1	1
School of Nursing	16		13	3		
University Library	3					3
Total	29	0	19	5	1	4

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Administrative Unit – Universities: College or Vice President Office

Administrative Unit – DRI: Division

Administrative – Colleges: Vice President's Office reporting more than two SPOCS

CSN

NSHE Scholarly and Professional Outside Compensated Services Report

College of Southern Nevada

January 1 – December 31, 2025

Administrative Unit	# of Faculty Requesting SPOCS	Total # of Faculty	% of Faculty Requesting SPOCS	# of COI Reports Submitted	# of COI Reviewed at a Level Higher than the Supervisor	# of actual COI with Management Plans
<i>Advanced & Applied Technologies, School of</i>	4	34	12%	0	0	0
Computer Information Technologies, Department of	14	26	54%	0	0	0
Media Technologies, Department of	1	12	8%	0	0	0
<i>Arts & Letters, School of</i>	3	6	50%	0	0	0
Communication, Department of	4	19	21%	0	0	0
English, Department of	6	62	10%	0	0	0
Fine Arts, Department of	10	20	50%	0	0	0
World Languages, Department of	2	18	11%	0	0	0
<i>Business, Hospitality & Public Services, School of</i>	1	5	20%	0	0	0
Accounting, Department of	2	9	22%	0	0	0
Business, Department of	1	10	10%	0	0	0
Criminal Justice and Emergency Services, Department of	0	2	0%	0	0	0
Hospitality, Department of	2	12	17%	0	0	0
<i>Education, Behavioral & Social Sciences, School of</i>	2	5	40%	0	0	0
Campus Childcare	0	2	0%	0	0	0
Early Childhood Education	0	4	0%	0	0	0
Education, Department of	0	8	0%	0	0	0
Human Behavior, Department of	5	35	14%	0	0	0
Social Sciences, Department of	8	37	22%	0	0	0
<i>Health Sciences, Ralph & Betty Engelstad School of</i>	0	6	0%	0	0	0
Dental Diagnostic & Rehab Services, Department of	10	21	48%	0	0	0
Health Programs Advising	4	10	40%	0	0	0
Health Related Professions, Department of	16	35	46%	0	0	0
Nursing, Department of	9	37	24%	0	0	0
<i>Math, Science & Engineering, School of</i>	0	5	0%	0	0	0
Biological Sciences, Department of	1	29	3%	0	0	0

Mathematics, Department of	13	49	27%	0	0	0
Physical Science, Department of	7	27	26%	0	0	0
<i>Administrative Faculty, Department / Office of</i>				0	0	0
Academic Administration	2	6	33%	0	0	0
Academic Affairs	4	13	31%	0	0	0
Advising and Coaching Services	2	28	7%	0	0	0
CAPE	1	3	33%	0	0	0
Career Services	1	6	17%	0	0	0
Cashier Services	1	6	17%	0	0	0
Centers for Academic Success	2	9	22%	0	0	0
Chief of Staff	1	2	50%	0	0	0
College of Southern Nevada	1	8	13%	0	0	0
CSN Foundation	1	3	33%	0	0	0
Digital Experience Service	1	2	50%	0	0	0
Disability Resource Center	2	8	25%	0	0	0
Division of Workforce and Economic Development	2	12	17%	0	0	0
E-Learning	2	4	50%	0	0	0
English Department	2	2	100%	0	0	0
External Relations and Campus Relations	1	2	50%	0	0	0
Financial Aid Awards	1	6	17%	0	0	0
Fine Arts Department	1	1	100%	0	0	0
Institutional Research Administration	1	5	20%	0	0	0
International Student Center	1	2	50%	0	0	0
MyCSN Technology	1	2	50%	0	0	0
Prison Education Programs	2	2	100%	0	0	0
Registrar	1	4	25%	0	0	0
Total	159	681	23%	0	0	0

Administrative Unit	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other
<i>Advanced & Applied Technologies, School of</i>	4	0	0	0	0	0
Computer Information Technologies, Department of	14	0	0	0	0	0
Media Technologies, Department of	1	0	0	0	0	0
<i>Arts & Letters, School of</i>	3	0	0	0	0	0
Communication, Department of	4	0	0	0	0	0
English, Department of	6	0	0	0	0	0
Fine Arts, Department of	10	0	0	0	0	0

World Languages, Department of	2	0	0	0	0	0
<i>Business, Hospitality & Public Services, School of</i>	1	0	0	0	0	0
Accounting, Department of	2	0	0	0	0	0
Business, Department of	1	0	0	0	0	0
Criminal Justice and Emergency Services, Department of	0	0	0	0	0	0
Hospitality, Department of	2	0	0	0	0	0
<i>Education, Behavioral & Social Sciences, School of</i>	2	0	0	0	0	0
Campus Childcare	0	0	0	0	0	0
Early Childhood Education	0	0	0	0	0	0
Education, Department of	0	0	0	0	0	0
Human Behavior, Department of	5	0	0	0	0	0
Social Sciences, Department of	8	0	0	0	0	0
<i>Health Sciences, Ralph & Betty Engelstad School of</i>	0	0	0	0	0	0
Dental Diagnostic & Rehab Services, Department of	10	0	0	0	0	0
Health Programs Advising	4	0	0	0	0	0
Health Related Professions, Department of	16	0	0	0	0	0
Nursing, Department of	9	0	0	0	0	0
<i>Math, Science & Engineering, School of</i>	0	0	0	0	0	0
Biological Sciences, Department of	1	0	0	0	0	0
Mathematics, Department of	13	0	0	0	0	0
Physical Science, Department of	7	0	0	0	0	0
<i>Administrative Faculty, Department / Office of</i>		0	0	0	0	0
Academic Administration	2	0	0	0	0	0
Academic Affairs	4	0	0	0	0	0
Advising and Coaching Services	2	0	0	0	0	0
CAPE	1	0	0	0	0	0
Career Services	1	0	0	0	0	0
Cashier Services	1	0	0	0	0	0
Centers for Academic Success	2	0	0	0	0	0
Chief of Staff	1	0	0	0	0	0
College of Southern Nevada	1	0	0	0	0	0
CSN Foundation	1	0	0	0	0	0
Digital Experience Service	1	0	0	0	0	0
Disability Resource Center	2	0	0	0	0	0
Division of Workforce and Economic Development	2	0	0	0	0	0
E-Learning	2	0	0	0	0	0
English Department	2	0	0	0	0	0
External Relations and Campus Relations	1	0	0	0	0	0
Financial Aid Awards	1	0	0	0	0	0
Fine Arts Department	1	0	0	0	0	0
Institutional Research Administration	1	0	0	0	0	0

International Student Center	1	0	0	0	0	0
MyCSN Technology	1	0	0	0	0	0
Prison Education Programs	2	0	0	0	0	0
Registrar	1	0	0	0	0	0
Total	159	0	0	0	0	0

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Administrative Unit – Universities: College or Vice President Office

Administrative Unit – DRI: Division

Administrative – Colleges: Vice President's Office reporting more than two SPOCS

GBC

NSHE Scholarly and Professional Outside Compensated Services Report

Great Basin College

January 1 – December 31, 2025

Administrative Unit	# of Faculty Requesting SPOCS	Total # of Faculty	% of Faculty Requesting SPOCS	# of COI Reports Submitted	# of COI Reviewed at a Level Higher than the Supervisor	# of actual COI with Management Plans
Academic and Administrative Staff	7	151	5%			
Total	7	151	5%	0	0	0

Administrative Unit	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other
Academic and Administrative Staff	7		1	6		
Total	7	0	1	6	0	0

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Administrative Unit – Universities: College or Vice President Office

Administrative Unit – DRI: Division

Administrative – Colleges: Vice President's Office reporting more than two SPOCS

TMCC

NSHE Scholarly and Professional Outside Compensated Services Report

Truckee Meadows Community College

January 1 – December 31, 2025

Administrative Unit	# of Faculty Requesting SPOCS	Total # of Faculty	% of Faculty Requesting SPOCS	# of COI Reports Submitted	# of COI Reviewed at a Level Higher than the Supervisor	# of actual COI with Management Plans
Academic Affairs	12	209	6%	0	0	0
Student Affairs	1	71	1%	0	0	0
Finance and Governmental Affairs	1	40	3%	0	0	0
President's Office	0	28	0%	0	0	0
Total	14	348	4%	0	0	0

Administrative Unit	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other
Academic Affairs	12	0	5	3		4
Student Affairs	1	0				1
Finance and Governmental Affairs	1	0	1			
President's Office	0	0				
Total	14	0	6	3	0	5

Definitions:

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

Scholarly or Professional Outside Compensated Services (SPOCS) means any outside scholarly or professional service by a faculty or professional staff member within his/her subject matter field or 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 – Colleges: Vice President's Office reporting more than two SPOCS

WNC

NSHE Scholarly and Professional Outside Compensated Services Report

Western Nevada College

January 1 – December 31, 2025

Administrative Unit	# of Faculty Requesting SPOCS	Total # of Faculty	% of Faculty Requesting SPOCS	# of COI Reports Submitted	# of COI Reviewed at a Level Higher than the Supervisor	# of actual COI with Management Plans
Academic & Student Affairs	18	93	19%	0	0	0
Administration & Finance	1	14	7%	0	0	0
Development	1	10	10%	0	0	0
Chief of Staff & Human Resources	1	4	25%	0	0	0
President	0	6	0%	0	0	0
Total	21	127	17%	0	0	0

Administrative Unit	# of SPOCS Requests	Not Approved	Business	Academic Institution	Government	Other
Academic & Student Affairs	18	0	7	6	1	4
Administration & Finance	1	0				1
Development	1	0	1			
Chief of Staff & Human Resources	1	0		1		
President	0	0				
Total	21	0	8	7	1	5

Definitions:

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

Scholarly or Professional Outside Compensated Services (SPOCS) means any outside scholarly or professional service by a faculty or professional staff member within his/her subject matter field or 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 – 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.